

Community Reference Group

Terms of Reference

1. Purpose

The Community Reference Group (CRG) has been established to provide a structured forum for two-way communication between the Project Team and the local community.

The CRG will:

- Provide input, local knowledge, and feedback on project activities and community impacts.
- Act as a conduit for information sharing between the Project Team and the broader community.
- Identify opportunities for community benefits and partnerships.
- Raise and discuss issues, concerns, and suggestions relevant to the project's development, construction, and operation.

The CRG is advisory in nature and is not a decision-making body.

2. Objectives

- Ensure transparent, timely, and accurate communication about the Project.
- Foster trust, understanding, and collaboration between the Project Team and the community.
- Provide a forum for diverse perspectives to be shared and considered.
- Support the Project Team in identifying and addressing social, environmental, and economic considerations.

3. Membership

The CRG will include representatives from:

- Local residents and landholders.
- Community organisations (e.g., environment, business, education, social groups).
- Local government.
- Traditional Owners and/or the First Nations community.
- The Project Team.

Membership Principles:

- Membership is voluntary and unpaid.
- Members should reflect a cross-section of community interests.
- Members are expected to engage respectfully, listen actively, and both share information with their networks and bring questions or comments to the CRG from their networks.

4. Roles and Responsibilities

Members will:

- Attend and participate in scheduled meetings.
- Provide feedback, advice, and local perspectives.
- Share project information within their networks where appropriate.
- Respect confidentiality of sensitive or commercial information when requested.

The Project Team will:

- Organise and facilitate meetings.
- Provide project updates, technical information, and responses to questions.
- Record and circulate meeting agendas, minutes, and action items.
- Consider CRG input in project planning and decision-making where appropriate.

5. Meetings

- Meetings will be held (quarterly / bi-monthly / as agreed) at a time and venue accessible to members.
- Additional meetings may be scheduled if required.
- Agendas and meeting papers will be circulated at least (5) business days in advance.
- Minutes will be distributed within (10) business days after each meeting.
- Once minutes have been finalised, they will be published on the Project website.

6. Decision-Making

- The CRG is an advisory body; it does not make binding decisions, but may make recommendations
- Recommendations and feedback will be considered by the Project Team in good faith.

8. Confidentiality and Conduct

- Members are expected to engage respectfully and constructively.
- Sensitive or commercially confidential information provided to the CRG must not be disclosed without permission.
- CRG members are not authorised media spokespeople and should not provide comment to the media.
- Repeated failure to abide by these principles may result in removal from the CRG.

9. Term of Group

- The CRG will operate for the duration of the (Project development and construction phases) and may be extended into the operational phase if considered beneficial.
- Membership will be reviewed annually.