

Alkimos Water Precinct Community Reference Panel (CRP) Members, Terms of Reference and Code of Conduct



Members

The CRP will be facilitated by Water Corporation and will include the following members:

- Whadjuk Aboriginal Corporation (x 3 participants)
- Alkimos Progress Association x 1
- Alkimos community representatives (up to x 5)
- WA Fishing Industry Council
- RecFishWest
- WA Rock Lobster Council

Other participants

- DevelopmentWA
- City of Wanneroo
- Public Transport Authority
- Department of Biodiversity, Conservation and Attraction
- Department of Primary Industries and Regional Development
- Lendlease
- Alliance contractor
- Local schools
- Alkimos Surf Lifesaving Club

Terms of Reference

The Alkimos Water Precinct Community Reference Panel has been established to provide a forum to facilitate communication between the community, stakeholders and Water Corporation throughout planning, design, construction, and operation of Water Corporation infrastructure within the Alkimos Water Precinct. The CRP is not a decision-making body, although it may make recommendations to Water Corporation.

The CRP will be a sounding board and will:

- Assist in identifying stakeholder issues associated with any Water Corporation proposals within the Precinct
- Provide advice on additional ways to communicate with local community
- Provide a consultative role for Water Corporation

The meetings will be chaired by an Independent Chairperson and facilitated by Community Engagement. Up to four meetings will be held a year at a venue in the northern suburbs. Meeting agenda papers will be distributed to Committee membership at least one (1) working week prior to the scheduled Committee meeting. The Terms of Reference, Code of Conduct and meeting minutes will be published on the project page.

A quorum is achieved with eight (8) members present (one of which must be the Chairperson) before the meeting scheduled start time. If quorum is not achieved within 15 minutes of the scheduled start time, the meeting is adjourned and must be rescheduled. Quorum will remain if any members must leave during the meeting. The Chairperson must be present for the full duration of the meeting for quorum to remain in place.



From time to time the Committee, through the Chairperson, may call upon subject matter experts to attend meetings to provide information on items in the agenda.

A community member representative cannot be nominate/appoint a proxy for a meeting.

Method of Member Selection

Community representatives have been selected based on their capacity to demonstrate the following criteria:

- Reside in the suburb of Alkimos and be able to represent the interests of others in the same area
- Plan to stay at current residence for the long-term
- Be available for all meetings (up to four days per year)
- Accept the CRP role and associated tasks
- Have access to email and internet for correspondence
- Preparedness to understand, read and sign the Code of Conduct for this CRP

Code of Conduct

The Alkimos CRP Code of Conduct (Code) guides how we interact with each other and provides clear guidelines for the standard of behaviour and ethics expected by members.

The Code applies to all members of the Alkimos Water Precinct CRP both during meetings and whenever members represent Water Corporation.

All members of the CRP agree to the following standards of behaviour and rules:

Respect for and courtesy towards other people and their views

Members will interact with each other with courtesy and respect. Members will contribute to an inclusive and safe environment by being always polite and civil towards each other and guests. Members will have a preparedness to resolve differences in a professional and conciliatory manner during meetings.

The following behaviours will not be tolerated:

- bullying or harassment
- violence or aggression
- discrimination against an individual or group in relation to gender, age, sexual orientation, religion or disability
- any inappropriate and unwanted behaviour, including actions gestures or words, that may be demeaning, threatening, offensive or humiliating to another person/s.

Members will advise the facilitator of issues and concerns as they occur so that they can be addressed during meetings.

Confidentiality of Water Corporation, members, participants and guests

Members will maintain the confidentiality of Water Corporation, members, participants and guests and their respective opinions. The presumption of confidentiality will allow members and guests to honestly share their views.



Commercially sensitive information must not be discussed outside of the meetings.

Members may not comment to media or via social media on the project or Water Corporation in general.

Potential conflicts of interest

Members may not join the CRP to further political or vested interests. Conflicts of interest can be actual, potential or perceived and we each have a duty to avoid and disclose these to Water Corporation as soon as we become aware.

Breaches of the Code

Breaches of the code may result in expulsion from the CRP and will be at the discretion of the Chairperson.