

Coomera Connector Community Reference Group

Terms of Reference

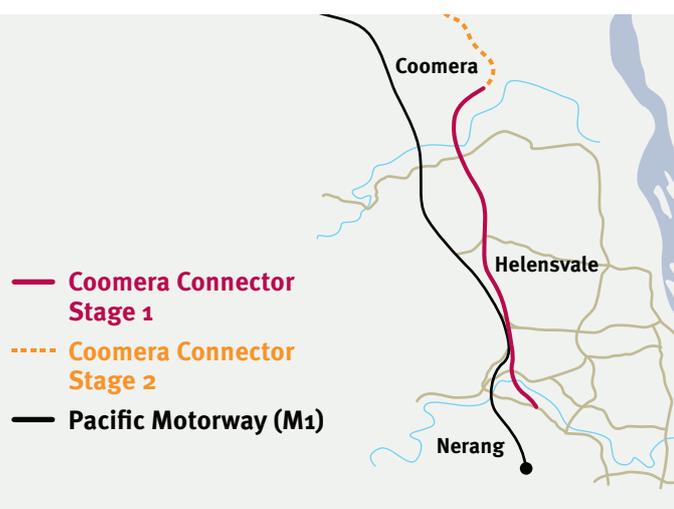
Purpose, scope and objectives

The purpose of the Coomera Connector Stage 1 Community Reference Group (CRG) is to consult with residents who live close to the Coomera Connector corridor and other key stakeholders during the development of the reference design and business case to enable community input on key project negotiables, such as urban design.

The scope of the CRG is limited to Stage 1 of the Coomera Connector project between Coomera and Nerang.

The objectives of the CRG are to:

- facilitate coordinated meetings between the Department of Transport and Main Roads (TMR) and the community to allow sustainable, well-supported project outcomes
- draw on local knowledge and gain an understanding and sharing of issues in Stage 1
- provide an opportunity for the community to provide input into identified project negotiables.



Membership

Membership of the CRG will consist of a maximum of 20 members who will be invited by TMR. The CRG will consist of:

- residents who live close to the Stage 1 Coomera Connector corridor who have engaged with TMR including residents from:
 - Foreshore Coomera
 - River Cove, Hope Island
 - Monterey Keys, Helensvale
 - The Shores, Helensvale
 - The Surrounds, Helensvale
 - Arundel Springs
 - Arundel
 - Parkwood
 - Molendinar
 - Ashmore (Nerang River precinct)
 - Carrara
- key environmental and business stakeholders
- an independent facilitator appointed by TMR officers, with support from the Coomera Connector project team.

TMR may also invite subject matter experts to attend meetings from time to time to present information to the CRG.

Independent facilitator

Mr Al Mucci is the independent facilitator for the CRG.

Mr Mucci is a long-term Gold Coast resident who, until recently was the public face of Dreamworld's wildlife and conservation efforts for the past 15 years. Mr Mucci is a member of the Queensland Government Koala Advisory Council and was the official Indigenous Relationships Manager for the 2018 Gold Coast Commonwealth Games.

The role of the independent facilitator is to chair CRG meetings, set meeting agendas and to coordinate members.



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Term

The CRG will be established in August 2020 and will be dissolved at the end of the business case phase, which is expected to be approximately mid-2021.

Vacancy

In the event of a member vacancy, replacement of the member will be at the discretion of TMR.

Termination

Members may be removed from the CRG, by decision of the facilitator if they breach the Terms of Reference. The facilitator will formally notify the member in writing if their removal is required.

Members may terminate their membership at any time. Notice of membership termination must be provided in writing to the facilitator.

Member responsibilities

Members of the CRG are required to:

- participate in meetings
- adhere to the Terms of Reference
- represent community views and provide information and input to TMR on items related to the CRG's purpose, scope and objectives.

TMR responsibilities

TMR supports the purpose and objective of the CRG. However, TMR retains absolute discretion as to the ultimate design of the project.

Meeting schedule

Four meetings will be scheduled for approximately two hours at a central Gold Coast location during the following months:

- August/September 2020
- November 2020
- April 2021
- June 2021

Depending on the agenda and discussion, meetings may run shorter or longer than anticipated.

Agendas and minutes

The facilitator will circulate the draft agenda to the CRG at least one week prior to each meeting.

Other members can also request items be added to the agenda. Members will deliberate based on the set agenda items.

The final agenda and any accompanying documents will be circulated to members prior to the meeting. Minutes will be recorded and will be circulated to members within two weeks of the meeting. The final minutes will be uploaded onto TMR's website.

Conduct

Members of the CRG are required to:

- act with honesty, good faith and integrity
- abide by the Terms of Reference
- actively participate in meetings
- declare any actual or perceived conflicts of interest at the commencement of each meeting
- represent the interests of their local community rather than individual interests or issues
- maintain confidentiality of discussions within meetings. Members are not permitted to liaise with the media to represent either the opinions of TMR or the CRG.

In particular, members are required not to use any CRG material or discussions for any public lobbying or political purposes, including use of social media to promote specific campaigns or strategies.

Any material breach of this code of conduct may result in immediate termination of membership.

Disclosure

The following information will be published on TMR's public website:

- names of the members
- the Terms of Reference
- agendas and minutes of each meeting.

Review

At the completion of the business case phase, members will be required to complete a survey on their views of the efficacy of the CRG in meeting the objectives set out in the Terms of Reference.

Privacy

The personal information of all members will be managed in accordance with TMR's privacy standards. The names of the CRG's members will be published on TMR's website upon their appointment.

Insurance

CRG members are covered under TMR's public liability insurance policies when participating in meetings.

Contact us

If you would like further information about the Coomera Connector, please contact the project team to register for updates.

Ph: 07 5563 6600
(select option 3)
8.30am — 5pm, Monday — Friday

Email: coomeraconnector@tmr.qld.gov.au