

Regional Advisory Panel Terms of Reference

Background

The CRC for Water Sensitive Cities (CRCWSC) is an Australian research centre that brings together interdisciplinary research expertise, thought-leadership and industry to revolutionise urban water management in Australia and overseas. Our vision is sustainable, productive, resilient and liveable water sensitive cities. The CRCWSC operates in collaboration with over 80 national and international research, industry and government partner organisations.

Purpose

The Regional Advisory Panels act as advocates, sponsors and steering committees for water sensitive outcomes. They are responsible for providing strategic guidance to ensure that the regional activities of the CRCWSC support and address issues that are relevant to regional CRCWSC Participants' and stakeholders' needs.

The members of the panel will promote CRCWSC regional activities to CRCWSC Participants, members of their organisations and professional networks.

The panels will provide a forum for the dissemination of information regarding CRCWSC activities. They will foster a community-of-practice amongst industry participants in the region through shared advice, collaboration and participation in regional water sensitive city initiatives.

Role

Each Regional Advisory Panel will:

- develop a common vision and pathway for the transition of its region to a Water Sensitive City through the adoption and management of the regional WSC Transition Strategy and Implementation Plan;
- make recommendations and provide strategic advice in relation to the projects and activities needed to implement the regional WSC Transition Strategy and Implementation Plan;
- monitor that sufficient research capacity and level of industry expertise is provided to project manage Tranche 2 project delivery in their region;
- monitor, review and assess the progress, performance, utilisation and management of Tranche 2 regional research program;
- build strong relationships between Participants and facilitate collaboration across disciplines and stakeholder organisations to assist the delivery of the regional WSC Transition Strategy and Implementation Plan;
- identify and establish the linkages with related CRCWSC projects and activities in other regions to share learnings and enable their application;
- facilitate participation in key regional forums and influential committees to promote the implementation of a water sensitive cities culture;
- engage and consult with the stakeholders both geographically and sectorially to build partnerships and stimulate dialogues between researchers and industry to support the transition to a WSC;



- establish Project Steering Committees consisting of end-user and research experts to help guide the research direction and implementation for selected projects as required;
- develop and coordinate the implementation of an annual communication and adoption work plan, that complements the CRCWSC Communication and Adoption Strategy;
- partner with local capacity building programs and engage with industry associations and other key stakeholders to achieve a critical mass of WSC practitioners and embed WSC into mainstream practice;
- consider such other matters referred to it by the CRCWSC Board, CRCWSC Advisory Committee or the CRCWSC Executive; and
- be invited to attend a Board meeting once a year to review the strategic direction of the CRCWSC.

Membership

The membership of the Regional Advisory Panels is open to all regional Participants and SME Associate Partners of the CRCWSC.

The chair of each Regional Advisory Panel will be from industry and be appointed for an agreed term to be appointed by the CRC Executive in consultation with Essential Participants and/or major local stakeholders.

Non-member organisations, such as stakeholders with a shared interest in urban water management, may be invited to join the panel or attend on occasion as appropriate and at the discretion of the Panel.

The chairs of RAPs will be members of the CRCWSC Advisory Committee.

Meeting frequency and process

Each Regional Advisory Panel will meet four times per year and at any other time requested by the Board or CRC Executive.

Each Regional Advisory Panel will regulate its own proceedings.

The chair of each Regional Advisory Panel must give the remaining Committee members at least 14 days notice of the meeting date and the matters for discussion.

A quorum for a Panel meeting is at least half of its members.

The CRCWSC will provide a Regional Manager and administrative officer as executive support to the panel in consultation with the respective chairs of the panels.

Review process

Each Regional Advisory Panel will review its operations against these Terms of Reference annually.

Approval

Version	Date Prepared	Approvals	Date Approved	Review Date
V1	March 2016	Approved by: Board	26May16	May19