

## CRCWSC Advisory Committee Terms of Reference

19<sup>th</sup> May 2016

### 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 CRCWSC Advisory Committee (CRCWSC-AC) is responsible for providing strategic advice on the research excellence of the CRCWSC activities and its relevance to industry needs.

The CRCWSC-AC provides a forum for sharing research knowledge generated across the CRCWSC.

### Role

The CRCWSC Advisory Committee will:

- ensure a whole of CRCWSC approach to research excellence, stakeholder engagement and advocacy;
- provide independent strategic advice to the CRC Executive;
- engage with and seek advice from Participants and stakeholders to ensure that CRCWSC activities have relevance for all Participants and national and international stakeholders;
- independently monitor, review and assess the progress and performance of the research clusters and the implementation of the communication and adoption plan against the Strategic Plan and report findings at least annually to the CRC Executive;
- consider such other matters referred to it by the CRC Executive;
- be invited to meet with the Essential Participants Reference Group once a year; and
- be invited to attend a Board meeting once a year to review the strategic direction of the CRCWSC

### Membership

The membership for the CRCWSC Advisory Committee will comprise the chairperson of each Regional Advisory Panel, the chair of the Research Advisory Committee and up to four representatives from the Research Advisory Committee.

The chair of the CRCWSC Advisory Committee will be elected annually, each July, by a majority from the Committee members.

Members from the CRCWSC committees may be invited to attend meetings as appropriate and at the discretion of the CRC Advisory Committee.

### Meeting frequency and process

The CRCWSC Advisory Committee will meet at least twice per annum and at any other time requested by the Board or CRCWSC Executive.

The CRCWSC Advisory Committee will regulate its own proceedings.



The chair of the CRCWSC Advisory Committee must provide the remaining Committee members at least 14 days notice (unless the Committee members agree to less notice) of the meeting date and the matters for discussion.

A quorum for a CRCWSC Advisory Committee meeting is at least half of its members.

The CRCWSC will provide executive support to the committee in consultation with the chair.

### **Review process**

The committee will review its operations against these Terms of Reference annually.

