**TERMS OF REFERENCE**

NATIONAL RADIOACTIVE WASTE MANAGEMENT FACILITY

KIMBA CONSULTATIVE COMMITTEE

These Terms of Reference set out the responsibilities and mode of operation of the Committee.

CONTEXT

The Committee will facilitate communication between the Kimba community and the Department throughout Phase Two of the National Radioactive Waste Management Facility. The Committee performs an advisory role; it is not a decision-making body. The Committee will be representative of the broad Kimba community.

ROLE OF THE COMMITTEE

The Committee will:

* Provide an opportunity for the broader community to express its views, attitudes and concerns in relation to the project;
* Help identify the key social and community values to be considered in the evaluation of the sites.
* Provide advice to the Department on the potential issues that affect the community in relation to the project.
* Provide advice to the Department on the progress of projects under the Community Benefit Package.
* Be consulted with, and informed by the Department of the outcomes of field and technical investigation work.
* Provide advice to the Department on engagement activities undertaken with neighbouring landowners, key stakeholders and the general public.
* Assist in communicating information to the broader community.

The Committee will meet every month, or as agreed by the Committee, to discuss items related to the project. The Department will provide a draft agenda to the Committee prior to each meeting for review, which will also become publicly available.

The Department will provide secretariat assistance, including drafting the notes of each meeting, which will provide an overview of discussions; it will not be a verbatim record. Draft notes will be provided to the Independent Chair for review and endorsement within a week of the meeting. The notes will be made publicly available once endorsed.

The Department will advise the Minister’s Office about Committee meeting outcomes and any advice from the Committee, as appropriate.

The Committee will operate until the end of Phase Two.

Committee members must engage in a respectful and constructive manner.