

Terms of Reference

Mount Bold Dam Safety Upgrade Reference Group

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Date: 20/05/2020

Status: Draft

Version	Date	Author	Comments
0.1	20/05/2020	Selene Seet	First draft.
1.0	25/06/2020	Selene Seet	Accepted at second meeting

BACKGROUND

Mount Bold Reservoir

Mount Bold is the largest reservoir in South Australia and has capacity of up to 46,545 mega litres (ML). It was constructed between 1932 and 1938 and is situated within the southern Mount Lofty Ranges approximately 25km south-east of Adelaide, within the Onkaparinga catchment.

Mount Bold was designed and built as a water supply dam with the purpose to maximise storage levels as a critical and cost effective source of water supply for Adelaide.

The reservoir is not directly connected to the water reticulation system. Water is released as required to maintain an adequate level at the Clarendon Weir and from that point, water is diverted to Happy Valley Reservoir for water treatment and a source of supply to metropolitan Adelaide customers.

The reservoir is surrounded by more than 5,500 ha of land, including three Trees for Life sites, and much native vegetation that has conservation significance. The reserve is predominantly sting-bark woodland, but also has Manna Gum woodland, swamps and creeks. More than 160 native animals call Mount Bold home including the Southern Brown Bandicoot.

Dam safety upgrade project

SA Water is working towards meeting the updated Australian National Committee on Large Dams (ANCOLD) guidelines for flood and seismic capacity due to advances in best practice industry design standards. Dam safety studies have been undertaken to assess the structural and hydraulic tolerability required at Mount Bold dam and design options are being investigated to be developed.

While flood mitigation is not part of SA Water's regulated business, the dam safety project presents an opportunity to include some targeted mitigation for downstream flooding in the design option.

Community engagement and feedback will be sought from the broader community through letterbox notifications, online materials, community drop in sessions and via the Reference Group.

Subject to relevant legislation and approvals, proposed project works are expected to begin construction in 2022/2023.

TERMS OF REFERENCE

Objective

The Reference Group will be a mechanism for key community and stakeholder representatives to identify and discuss areas of interest, seek relevant project information and input into available decision making areas around the dam safety upgrade project.

Areas of interest may include but are not limited to environment, heritage and conservation, flora and fauna, flood events and mitigation, construction impacts and public access to the reservoir reserve.

Membership

Membership of the Reference Group will be confirmed at the first meeting of the group. This does not preclude other interested parties from joining the reference group at a later date, but ensures a core group of representatives are committed to the process and terms of reference.

The Reference Group may include nominated representatives from government agencies, local government, environment, heritage and interest groups, neighbouring landowners and resident associations. Members will demonstrate an understanding of, or significant interest in, issues relevant to the community, interest group or organisation which they represent.

To reflect a balanced representation of the community and interested stakeholders, Reference Group attendance should be limited to a nominated representative for each key interest group. Observers may attend meetings of the Reference Group with SA Water's agreement.

Members cease to be Reference Group members if they actively declare this to an SA Water representative, in which case they will no longer be bound by this terms of reference.

Membership is on a voluntary basis and as such, will not be remunerated.

Roles and responsibilities

SA Water will be represented by core project team members and may arrange for technical specialists to attend and present at key meetings as required. Responsibility for administration of the group, including facilitation, meeting summaries and communication, will reside with the SA Water Stakeholder Engagement team.

Involvement and consultation with the community and stakeholders, through communication and information sharing, is key to building trust and achieving effective collaboration. The Reference Group is an opportunity to provide understanding of community ideas and interest areas around the Mount Bold dam safety upgrade and to account for areas of importance to the community in relation to project works.

The Reference Group will work together to exchange information and support the successful implementation of Mount Bold's dam safety upgrade.

The Reference Group is not a decision making group, however information and opinions expressed within the group will be considered in project decision making. If a vote is required in order to seek the opinion of the group on a particular issue then the majority vote will be taken as the group's position.

Specifically, the Reference Group will be able to:

- Raise concerns, interest areas and opportunities
- Identify and represent broader community needs
- Identify and comment on information including design options
- Provide feedback on processes to communicate with the local community
- Act as a conduit for project information to be disseminated to the local community

Meetings

It is intended for the Reference Group to meet as required up until project construction. If it is identified that there is a need to continue the Reference Group past construction then the Terms of Reference will be revisited.

Meeting times will be set by majority agreement with meeting durations no longer than two hours. It is proposed that meetings be held at Clarendon Community Hall or at another venue as agreed.

Meetings are open only to members of the Reference Group. Proxies may attend meetings on behalf of members if the proxy is nominated in advance of the meeting.

Agenda and meeting summaries

The agenda will be prepared by SA Water and distributed to Reference Group members prior to the meeting.

Meeting summaries of Reference Group meetings will be kept by SA Water and a copy distributed to all forum members within fourteen (14) days of the meeting.

Prior to being passed by members, meeting summaries will be treated as draft. Draft meeting summaries will be ratified at the following meeting and then distributed as agreed.

Actions and decisions are to be clearly recorded in the meeting summaries. Individuals within the Reference Group will not be recorded against the outcomes and decisions, unless they specifically request to be named in the notes.

Any supplementary material distributed between members such as plans, design drawings and technical information will be treated as draft by all members until agreement or confirmation provided by SA Water.

Conduct

Members of the Reference Group are expected to act with professionalism, integrity, objectivity, openness and honesty.

Members will respect the context within which topics are raised and discussed when taking information back to local residents, community group or organisation that they represent. Members shall represent discussions as accurately as possible noting that final decisions are the responsibility of SA Water.

Reference Group members must declare any potential conflict of interest should any proposal be likely to result in a material benefit to them or any member of their families. Members declaring a conflict of interest will be asked to leave the meeting for the duration of the discussion on that particular matter.

As a member of the Reference Group, the following will apply:

- Attend meetings and provide apologies in advance where attendance is not possible
- Assist SA Water's project team by providing comment and feedback on key project aspects and providing insight and advice into community perspectives on the project

- Respect the ideas and comments of all members and provide an atmosphere where all members feel comfortable to participate
- Conduct their ongoing relationship with fellow group members and the project team with courtesy and sensitivity
- Communicate in a manner that is non-confrontational and collaborative in approach
- Contribute in a positive and constructive way to finding solutions to issues or concerns

Conflict resolution

It is acknowledged that parties will at times differ in their views and may agree to disagree. While every attempt will be made to reach a common ground agreement, this may not always be possible.

In such cases, individual member views will be documented subject to the approval of the relevant member(s).

Where a resolution cannot be reached despite the efforts of all parties, members may decide on their own independent course of action.

Media

Members of the Reference Group are able to speak to the media to express their own opinion or that of the people, group or organisation they represent. However, if approached to express a view of the Reference Group this should be referred to SA Water in the first instance. Any view of the Reference Group to be presented to the media should be ratified by the group before being presented.