

# TERMS OF REFERENCE

## REVIEW AND AMENDMENT OF THE LAKES SORELL AND CRESCENT WATER MANAGEMENT PLAN – CONSULTATIVE GROUP

MAY 2020

### The Lakes Sorell and Crescent Water Management Plan was adopted in Tasmania in 2005 and operates in conjunction with the recently reviewed and amended River Clyde Catchment Water Management Plan (2017).

Since 2005, there has been significant investment in irrigation and changes in the way water is used and managed in the upper, mid and lower reaches of the River Clyde Catchment. It is important that we manage water and plan for the future to reflect and keep up with these changes.

Water management planning is used in Tasmania for improving and formalising water management practices in key river catchments.

Water Management Plans are statutory documents under the *Water Management Act 1999* that must be approved by the Minister for Primary Industries and Water.

The Department of Primary Industries, Parks, Water and Environment (DPIPWE) has started a process to review and amend the

Lakes Sorell and Crescent Water Management Plan.

The [Guiding Principles for the Development of Statutory Water Management Plans 2018](#) describe how the requirements of the *Water Management Act 1999* are addressed in the planning process, and provide a clear and consistent approach to addressing planning matters that are not prescribed by the Act.

Stakeholder communication and engagement is an important part of the review process and includes: information provided on the DPIPWE website, meetings with key community stakeholders; public displays and the establishment of a Consultative Group. Guiding Principles 2 and 3 set out how DPIPWE will engage during the review process and the minimum requirements for a Consultative Group.

### Purpose of the Consultative Group

The Lakes Sorell and Crescent Water Management Plan Consultative Group has been formed to provide DPIPWE with a balanced range of views, local knowledge, advice and feedback from key stakeholders on matters relating to the review and amendment of the Lakes Sorell and Crescent Water Management Plan.

DPIPWE establishes consultative groups to help draft plans (prior to their release for formal public feedback) that best meet the needs of local water users and recognise water resource complexities for the area. The groups are an important way for the community to have preliminary input to the development and amendments to Water Management Plans.

### Terms of Reference

The Consultative Group and representatives will:

- Provide advice on local, regional and, where relevant, statewide water management issues within the planning area.
- Bring a diversity of skills, perspectives and opinions to advise on the economic, environmental and social outcomes and objectives sought by the community to support achieving a balanced management outcome.
- Gather and convey community views to learn from past experiences, identify water management deficiencies and apply this knowledge with a forward-looking focus to address concerns in relation to the sustainable management and use of the water resource.

- Work with DPIPWE and other stakeholders to review current water management arrangements for the catchment and openly identify and develop ways to improve them while acknowledging a need to consider priorities and the need for compromise to meet the needs of all stakeholders.
- Provide feedback and information back to the group/organisation they are representing about the review process and the Plan.
- Advise and provide assistance on any other matter considered by the Consultative Group or DPIPWE as relevant to the review and amendment of the Plan.

The Consultative Group may not always be able to achieve a consensus on any matter, although it should try to respect and understand the range of interests, views and needs related to water.

Where consensus cannot be attained, acceptance of a reasonable and balanced approach to achieve outcomes should be sought.

## Membership

The Lakes Sorell and Crescent Water Management Plan Consultative Group includes local representatives including:

- Water users and landholders in the River Clyde Catchment
- River Clyde Trust
- Hydro Tasmania
- Inland Fisheries Service
- Central Highlands Council
- Tasmanian Farmers and Graziers Association
- Derwent Catchment Project
- TasWater
- Anglers Alliance Tasmania

## Chair and Facilitator

Meetings of the Consultative Group will be coordinated and chaired by staff from DPIPWE. An independent facilitator has been engaged by DPIPWE.

The role of the Chair will be to:

- administer and run meetings to schedule.
- support representatives to fulfil their roles and obligations as members of the group

The role of the facilitator will be to:

- maintain the focus and conduct of participants
- to manage discussions to foster effective consideration of issues referred to or raised by the group
- facilitate balanced input from a diversity of stakeholder views

## Frequency and duration of meetings

The Consultative Group is expected to meet 5-6 times during the review and amendment process, depending on the complexity of matters under consideration.

Meetings will normally be held during the day at the Bothwell Council Chambers and run for 3 hours, depending on the agenda. During the COVID-19 period meetings will be held online.

If additional time is needed, the Chair can decide to extend the meeting if all Consultative Group members agree.

Meeting dates and times will be negotiated with group members to maximise attendance (see Quorum) and with a minimum of 4 weeks' notice.

## Meeting agendas

DPIPWE will organise meetings, prepare agendas and facilitate access to relevant information to assist with group discussions.

DPIPWE will support members to share and access information that will assist the group to develop its advice and recommendations.

The Consultative Group meeting agenda and papers will normally be distributed 5 working days prior to the scheduled meeting.

## Record of meetings

A record will be kept of each Consultative Group meeting, and will include attendances, apologies, key issues discussed, and summaries of the range of views expressed, the extent to which there was agreement or not, actions and adopted recommendations.

The record of meetings will normally be circulated to the Consultative Group members within 10 working days of each meeting.

## Proxies and observers

Members of the Consultative Group may nominate a proxy to attend a meeting if the member is unable to attend. It should be noted, however, that the effectiveness of consultative groups requires consistency of membership and participation, where practical.

## Quorum

As the Consultative Group is not a decision-making body, there is no formal requirement for a quorum. However, DPIPWE will try to set meeting dates to suit the maximum number of participants and in general will not proceed with a meeting when fewer than 50% of the participants can attend.