



Great Western Highway Upgrade

Medlow Bath Pedestrian Bridge Design Briefings

Terms of Reference

The program

Together, the Australian and NSW Governments are investing more than \$4.5 billion towards upgrading the Great Western Highway between Katoomba and Lithgow.

The Great Western Highway Upgrade Program will complete the final 34 kilometre link in a modern dual carriageway roadway across the Blue Mountains and provide major economic and safety benefits. It will improve the connection between Central West NSW and Sydney, reduce congestion, improve resilience and freight productivity, and provide a safer and more reliable journey for thousands of residents, commuters, tourists and freight operators who travel in, around and through the Blue Mountains.

Transport for NSW (Transport) is establishing the Medlow Bath Pedestrian Bridge Briefings team, the members of which are intended to work collaboratively to refine design options for the Medlow Bath Pedestrian Bridge.

Purpose of Medlow Bath Pedestrian Bridge Briefings team

The purpose of the team is to facilitate a process which involves representatives of the community working collaboratively with Transport to examine potential design refinements for the Medlow Bath Pedestrian Bridge, as part of the Great Western Highway Upgrade Program.

The team provides a forum for discussion between Transport, Blue Mountains City Council (the Council), Heritage NSW, cultural interpretation specialists, design consultants and key local community representatives.

The team is not a decision-making or regulatory body. It performs an advisory and consultative role only. The final decision will be made by the State Government, with recommendations from this Forum contributing to the decision-making process.

The team is formed solely for the purpose of examining potential design options for the Medlow Bath Pedestrian Bridge, as part of the Great Western Highway Upgrade Program.

Alternate options such as underpasses or signalised crossings, or the maintenance of current crossing conditions in Medlow Bath, are outside the scope of this team.

The proposed road upgrade through Medlow Bath, separate to the pedestrian bridge, is also outside the scope of this team.

Objectives of the process

The objectives of the process are:

- To provide a formal process for consideration by Transport of the views of the Medlow Bath community, the Council and Heritage NSW during the design development of the Medlow Bath Pedestrian Bridge
- In consultation with the community and stakeholder representatives and Council, to provide feedback and input into options for the form, design and cultural interpretation themes of the Medlow Bath Pedestrian Bridge.
- Complete the process in Quarter 4 of 2022.

Conduct of Forum members

All members must sign a code of conduct before participating in any meetings, and must comply with this code whilst participating in meetings.

The Chair must bring any breach of the code to the attention of the persons concerned. This may take the form of a verbal warning during a meeting, which is formally recorded in the meeting minutes, or a written warning following the meeting.

After one warning the Chair may seek a replacement of this member on the Committee.

Recording of meetings by telephone, film or any electronic device is not permitted.

Pecuniary and other interests

Community representatives must be residents or business owners in Medlow Bath.

All members must sign a declaration of pecuniary and non-pecuniary interest before joining and keep this declaration up to date while they are a member.

These declarations should include any pecuniary or other interest (including any payment, gift or benefit) intended or likely to influence – or that could reasonably be perceived by an impartial observer as intended or likely to influence – the members to:

- Act in a particular way
- Fail to act in a particular circumstance
- Otherwise deviate from the proper exercise of their duty as a member.

Examples of pecuniary or other interests include holding shares in an entity carrying out the project, holding a private contract with the proponent, holding voluntary acquisition or mitigation rights under the proponent's consent, or receiving sitting fees or payments of personal expenses from the proponent; and if the member represents a stakeholder group which has received funding or a grant from the proponent.

There is no requirement in respect of personal interests other than the declaration. However, the Chair may determine that a personal interest is sufficient for a member to be required to withdraw from discussion on a particular issue.

Remuneration

Community representatives are not eligible to receive sitting fees or reimbursement of any out of pocket expenses associated with attending meetings.

Facilitator

The Meetings will be facilitated by the Manager Communications for the Great Western Highway Upgrade Program.

The facilitator will engage the whole group in discussions to create shared understanding, agree and deliver outcomes, and identify options to resolve disputes.

The facilitator will record and agree decisions and actions by the group which will be agreed by the Committee at the end of each meeting.

Meeting proceedings

This team will follow good meeting practice and adopt standard procedures.

The Chair will:

- Convene and run meetings in a fair and independent manner
- Support constructive dialogue.
- Resolve disagreements or differences of opinion in a fair, transparent and supportive manner, in coordination with the Facilitator.

The Facilitator will

- Formulate the agenda for all meetings in consultation with committee members
- Facilitate discussion to ensure all members have an opportunity to speak and share their views.
- Resolve disagreements or differences of opinion in a fair, transparent and supportive manner, in coordination with the Chair.

Meeting agendas

Any member may propose a matter for inclusion on the agenda, either before or during a meeting, providing the matter is within the purpose of the team. This may include inviting subject matter experts to present to the team.

A final agenda and associated papers are provided to all committee members one week prior to each meeting.

Meeting minutes

The minutes must:

- provide an accurate summary of the matters that were discussed at the meeting, including any concerns expressed and inquiries made
- record all views of members on a matter
- clearly identify the actions to be taken before the next meeting, who is responsible for these actions and a timeline for completion.

Dispute resolution

Although the Committee is not a decision-making or regulatory body, and consensus is not required on matters, it should discuss and try to resolve any disagreements between members.