

Public Consultation Group (PCG) Terms of Reference

Introduction

The Public Consultation Group (PCG), a group of stakeholders representing various regional interests, was established during Phase 1 of the Study to provide comment on the Study assumptions, alternatives, evaluation factors, evaluation methodology, conclusions and recommendations.

The PCG, which is made up of community associations and interest groups, provides a forum for a two-way dialogue between the member organizations and the Study Team. PCG meetings are scheduled at key points during the Study to facilitate the understanding of issues and for committee members to provide feedback.

Membership

PCG membership has been organized into two sections; Working Members and Observers.

Role and Responsibility of the PCG Working Members:

- Ensuring their organization is represented at each PCG meeting
- Assuring two-way dialogue between the Consultant and the organization
- Providing input on behalf of their organization
- Collecting and distributing information to their organization, and helping to promote consultation activities
- Becoming informed of the Study and its progress.

Role and Responsibility of the PCG Observers:

- Attending PCG meetings to observe - any contribution must be made through a PCG Working Member
- Collecting and distributing information to their organization, and helping to promote consultation activities
- Becoming informed of the Study and its progress.

Administration

- The PCG will be chaired by the Project Manager for the Consultant Team
- The Chair has the discretion to determine the language in which the meetings will be held, taking into consideration attendance and participant wishes
- The Chair will be responsible for meeting notifications, meeting agendas and meeting notes. Notes will be circulated for review and approval following each meeting
- To ensure that meetings are productive, collaborative and respect meeting objectives, they will generally not be open to the broader public or media