

**Volume IX**  
**Volume IX – Consultation and Engagement:**

**Appendix D**  
**Stakeholder Advisory Group Membership**  
**List and Terms of Reference**

**Volume IX**  
**Volume IX – Consultation and Engagement:**

**Appendix D.1**  
**Membership List**

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
Citywide	Advisory Committee on Accessible Transit	Organization
Citywide	BILD GTA	Agency
Citywide	Canadian Taxi Association	Transportation
Citywide	Canadian Transportation Agency	Agency
Citywide	City of Toronto Disability Issues Committee	Organization
Citywide	City Youth Cabinet	Organization
Citywide	Clean Air Partnership	Environmental
Citywide	CodeRedTO	Organization
Citywide	Confederation of Resident and Ratepayer Associations in Toronto	Ratepayers Association
Citywide	Conseil Scolaire de district Catholique Centre-Sud	Agency
Citywide	Cycle Toronto	Transportation
Citywide	Environmental Defence Canada	Environmental
Citywide	Greater Toronto Civic Action Alliance	Organization
Citywide	Ontario Public Transit Association	Organizations
Citywide	Ontario Trucking Association	Transportation
Citywide	Toronto Parking Authority	Transportation
Citywide	Pembina Institute	Organization
Citywide	People Plan Toronto	Planning and Policy
Citywide	PFR Disability Steering Committee	Organization
Citywide	Pollution Probe	Environmental
Citywide	Share the Road Cycling Coalition	Organizations
Citywide	Social Planning Toronto	Other
Citywide	The City Youth Council of Toronto	Organization
Citywide	Toronto Association BIA	BIA
Citywide	Toronto Bicycling Network (TBN)	Organizations
Citywide	Toronto Catholic District School Board	Agency
Citywide	Toronto Centre for Active Transportation	Organizations
Citywide	Toronto Cyclists Union	Organizations
Citywide	Toronto District School Board	Agency
Citywide	Toronto Environmental Alliance	Environmental
Citywide	Toronto Green Community	Environmental
Citywide	Transport Action Ontario	Organization

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
Citywide	TTC Riders	Organization
Citywide	Urban Land Institute - Toronto	Organization
Citywide	Walk Toronto	Transportation
Citywide	Waterfront Toronto	Agency
Citywide	Youth Engagement Strategy	Other
Finch-Kennedy	Agincourt Community Services Association	Organization
Finch-Kennedy	Aldergrove Ratepayers Association	Ratepayers Association
Finch-Kennedy	Carefirst Seniors and Community Services Association	Institution
Finch-Kennedy	East Scarborough Storefront	Organization
Finch-Kennedy	Friends of Alexmuir Park	Community Groups
Finch-Kennedy	Friends of Chester Le Park	Community Groups
Finch-Kennedy	Heathwood Ratepayers Association	Ratepayers Association
Finch-Kennedy	Maryvale Residents Association	Ratepayers Association
Finch-Kennedy	Midland Park Residents Association	Ratepayers Association
Finch-Kennedy	Scarborough Neighbourhood Action Plan (NAP) Committee	Organization
Finch-Kennedy	Willowdale N.E.Neighbourhood Association	Ratepayers Association
Finch-Kennedy	Agincourt Community Services	Organization
Finch-Kennedy	Chinese Cultural Centre of Greater Toronto	Organization
Finch-Kennedy	Aldergrove Ratepayers Association	Ratepayers Association
Finch-Kennedy	Heathwood Ratepayers Association	Ratepayers Association
Finch-Kennedy	Miliken Advisory Committee	Organization
Finch-Kennedy	Milliken Mills East Ratepayers Association	Organization
Finch-Kennedy	TCAT - Scarborough Cycles	Organization
Finch-Kennedy	HRA	Organization
Finch-Kennedy	CPAC	Organization
Finch-Kennedy	Scarborough York Chinese Business Association	Organization
Finch-Kennedy	Toronto Chinese Business Association	Organization
Finch-Kennedy	CICS	Organization
Finch-Kennedy	Agincourt Village Community Association	Ratepayers Association
Finch-Kennedy	SCRO	Organization
Finch-Kennedy	Sheppard East Village BIA	BIA
Finch-Kennedy	CD Farquharson CA	Ratepayers Association

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
Finch-Kennedy	<name removed>	Property Owner
Finch-Kennedy	Brimley Forest CA	Ratepayers Association
Finch-Kennedy	Silver Springs Community	Organization
Finch-Kennedy	Birchmount and Warden Community	Organization
Finch-Kennedy	Purolator	Property Owner
Lawrence-Kennedy	Action for Neighbourhood - Eglinton East	Organization
Lawrence-Kennedy	Kennedy Road BIA	BIA
Lawrence-Kennedy	Mornelle Court Resident's Action Coalition	Ratepayers Association
Lawrence-Kennedy	North Bendale Community Association	Ratepayers Association
Lawrence-Kennedy	Surex Community Services	Organization
Lawrence-Kennedy	Toronto East Quadrant Local Immigration Partnership	Organization
Lawrence-Kennedy	Midland Park Community Association	Ratepayers Association
Lawrence-Kennedy	Maryvale Residents Association	Ratepayers Association
Lawrence-Kennedy	KFA Architects and Planners	Property Owner
Gerrard-Carlaw	Gerrard India Bazaar BIA	BIA
Gerrard-Carlaw	Degrassi/Wardell Neighbourhood Group	Community Group
Gerrard-Carlaw	Gerrard East Community Organization	Community Group
Gerrard-Carlaw	South Pape Resident Association	Community Group
Gerrard-Carlaw	Eastview Neighbourhood Community Centre	Community Service Agency
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	Ron Smyth	Resident
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	Grinder Coffee	Business Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	East Chinatown Chinese Chamber	Board Member
Gerrard-Carlaw	East Chinatown Chinese Chamber (tbc by Cllr first)	Past Board Member
Gerrard-Carlaw	Mad Dog Café	Business Owner

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
Gerrard-Carlaw	<Name removed>	Property Owner
East Harbour	Leslieville BIA	BIA
East Harbour	Riverside District BIA	BIA
East Harbour	Cycle Toronto	Organisation
East Harbour	Walk Toronto	Organisation
East Harbour	Code Red	Organisation
East Harbour	Corktown Residents and Business Assoc.	Community Group
East Harbour	South Riverdale Community Health Centre	Organisation
East Harbour	Ralph Thornton Community Centre	Organisation
East Harbour	Weston Bakery Redevelopment Community Coalition	Community Group
East Harbour	East Toronto Community Coalition	Community Group
East Harbour	West Don Lands Committee	Organisation
East Harbour	Park People	Community Group
East Harbour	East End Arts	Organisation
East Harbour	Syndicate Sound	Organisation
East Harbour	SPINVFX/CASO	Organisation
East Harbour	<Name Removed>	Local resident
East Harbour	<Name Removed>	Local resident
East Harbour	<Name Removed>	Local resident
East Harbour	<Name Removed>	Local resident
East Harbour	<Name Removed>	Local resident
Spadina-Front	Bathurst Quay Neighbourhood Assoc.	Ratepayers Association
Spadina-Front	CityPlace & Fort York BIA	BIA
Spadina-Front	CityPlace Residents' Association	Ratepayers Association
Spadina-Front	Fort York Historic Site	Community Group
Spadina-Front	Fort York Neighbourhood Association	Ratepayers Association
Spadina-Front	Garment District Neighbourhood Association	Ratepayers Association
Spadina-Front	Harbourfront Community Association	Ratepayers Association
Spadina-Front	King-Spadina Residents' Association	Ratepayers Association

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
Spadina-Front	Lakeshore Planning Council	Organizations
Spadina-Front	The Bentway	Ratepayers Association
Spadina-Front	The Waterfront BIA	BIA
Spadina-Front	Toronto Entertainment District BIA	BIA
Spadina-Front	Toronto Entertainment District Residents Association	Ratepayers Association
Spadina-Front	Toronto Financial District BIA	BIA
Spadina-Front	Toronto Public Spaces Initiative	Organizations
Spadina-Front	Toronto Railway Historical Association	Organizations
Spadina-Front	Wellington Place Neighbourhood Association	Ratepayers Association
Spadina-Front	York Quay Neighbourhood Association	Ratepayers Association
King-Liberty	Battery Park - <address removed>	Condo Board
King-Liberty	CAMH - Queen Street Site	Medical/Health Centers
King-Liberty	Exhibition Place	Other
King-Liberty	First Capital Asset	Other
King-Liberty	Friends of Liberty Village Park	Community Groups
King-Liberty	Friends of West Toronto Railpht	Community Groups
King-Liberty	King West - <address removed>	Property Manager
King-Liberty	<address removed> Condo Board	Condo Board
King-Liberty	Liberty Place Condos and Lofts <address removed>	Condo Board
King-Liberty	Liberty Village BIA	BIA
King-Liberty	Liberty Village Resident Association	Ratepayer Associations
King-Liberty	Ossington Village	Ratepayer Associations
King-Liberty	Parkdale High Park Waterfront Action Group	Community Groups
King-Liberty	Queen St. West BIA	BIA
King-Liberty	Queen-Beaconsfield Resident Association	Ratepayer Associations
King-Liberty	St Clare's Multi-faith Housing	Community Groups
King-Liberty	Theatre Centre	Property Owner
King-Liberty	Tower at King West	Condo Board
King-Liberty	Vibe at Liberty Village	Property Manager
King-Liberty	West Queen West BIA	BIA
King-Liberty	Zip – <address removed>	Property Manager
King-Liberty	Mackinnon Public Affairs	Other

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
King-Liberty	Trinity Bellwood's Community Association	Ratepayers Association
King-Liberty	Little Portugal BIA	BIA
King-Liberty	Parkdale Residents Association	Community Group
King-Liberty	West End Food Co-Op	Organizations
King-Liberty	Friends of Lisgar Park	Community Group
King-Liberty	<address removed> Sudbury Condo Corp	Condo Corp
King-Liberty	<address removed>Sudbury Condo Corp	Condo Corp
King-Liberty	<address removed> Condo Corp	Condo Corp
King-Liberty	<address removed> Condo Corp	Condo Corp
King-Liberty	<address removed>Queen St W Condo Corp	Condo Corp
King-Liberty	<address removed> Condo Corp	Condo Corp
King-Liberty	<address removed> Condo Corp	Condo Corp
King-Liberty	<address removed> Condo Corp	Condo Corp
King-Liberty	<address removed>Condo Corp	Condo Corp
King-Liberty	<address removed> Condo Corp	Condo Corp
King-Liberty	Skale Developments	Property Owner
King-Liberty	Gladstone Hotel	Business
King-Liberty	Drake Hotel	Business
King-Liberty	Active 18	Organizations
King-Liberty	Dundas West BIA	BIA
King-Liberty	Artscape Triangle Lofts	Condo Corp
King-Liberty	Craft Ontario	Organization
King-Liberty	<Name removed>	Property Owner
King-Liberty	<Name removed>	Property Owner
King-Liberty	<address removed> Condo Board	Condo Corp
Bloor-Lansdowne	Bloor by the Park BIA	BIA
Bloor-Lansdowne	Bloorcourt Village BIA	BIA
Bloor-Lansdowne	Bloordale Community Improvement Association	Community Group
Bloor-Lansdowne	Bloordale Village BIA	BIA
Bloor-Lansdowne	Community Food Centres Canada	Organizations
Bloor-Lansdowne	Derail	Community Group
Bloor-Lansdowne	Dovercourt Boys and Girls Club	Community Group



Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
Bloor-Lansdowne	Dovercourt Park Community Association	Community Group
Bloor-Lansdowne	Dovercourt Village BIA	BIA
Bloor-Lansdowne	Dufferin Grove Residents' Association	Community Group
Bloor-Lansdowne	Dundas West BIA	BIA
Bloor-Lansdowne	Friends of Dufferin Grove Park	Organizations
Bloor-Lansdowne	High Park Residents Assoc.	Community Group
Bloor-Lansdowne	Junction Triangle Rail Committee	Community Group
Bloor-Lansdowne	Options for Davenport	Community Group
Bloor-Lansdowne	Parkdale Residents Association	Community Group
Bloor-Lansdowne	Roncesvalles Village BIA	BIA
Bloor-Lansdowne	Roncesvalles-Macdonell Residents' Association (RMRA)	Community Group
Bloor-Lansdowne	Sistering - A Women's Place	Organizations
Bloor-Lansdowne	Sorauren Park Advisory Committee	Organizations
Bloor-Lansdowne	South Junction Triangle	Community Group
Bloor-Lansdowne	The West Bend Community Association	Community Group
Bloor-Lansdowne	Tamil Co-Op	Co-Op
Bloor-Lansdowne	South Asian Womens Centre	Organizations
Bloor-Lansdowne	Working Women Community Centre	Organizations
Bloor-Lansdowne	Christie Ossington Neighbourhood Centre	Organizations
Bloor-Lansdowne	Ubisoft	Organizations
Bloor-Lansdowne	South Perth and Sterling Road Residents Association	Community Groups
Bloor-Lansdowne	Friends of the West Toronto Railpath	Community Groups
Bloor-Lansdowne	Options for Davenport	Community Group
Bloor-Lansdowne	Be Bloor Condo Corp	Condo Corp
Bloor-Lansdowne	Be Bloor Townhomes Condo Copy	Condo Corp
Bloor-Lansdowne	Museum of Contemporary Art Toronto Canada (MOCA)	Organizations
Bloor-Lansdowne	Symcorp	Property owner
Bloor-Lansdowne	Nestle Canada	Business
Bloor-Lansdowne	Castlepoint	Property owner
Bloor-Lansdowne	Cycle Toronto Ward 18	Community Group
Bloor-Lansdowne	Interested property owners	Property owner
Bloor-Lansdowne	Merchant Lane Condo Board <address removed>	Condo Corp

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
St. Clair-Old Weston	Caledonia Area Resident Partnership	Community Group
St. Clair-Old Weston	Campbell Park	Community Group
St. Clair-Old Weston	Carlton Park People's Auxillary	Community Group
St. Clair-Old Weston	Corso Italia BIA	BIA
St. Clair-Old Weston	Cycle TO	Community Group
St. Clair-Old Weston	Davenport Perth neighbourhood Community Health Centre	Community Group
St. Clair-Old Weston	Davenport Village Community Association	Community Group
St. Clair-Old Weston	Digl'n	Community Group
St. Clair-Old Weston	Fairbanks Village BIA	BIA
St. Clair-Old Weston	Friends of Earls court Park	Community Group
St. Clair-Old Weston	Friends of West Toronto Railpht	Community Group
St. Clair-Old Weston	Joseph J. Piccininni Community Centre	Community Centre
St. Clair-Old Weston	Junction Garden BIA	BIA
St. Clair-Old Weston	Junction Residents Assoc.	Ratepayer Associations
St. Clair-Old Weston	Junction Triangle	Ratepayer Associations
St. Clair-Old Weston	Kingsway Park Ratepayers Inc.	Ratepayer Associations
St. Clair-Old Weston	Mount Dennis Community Association	Ratepayer Associations
St. Clair-Old Weston	Northcliffe Village Residents Association	Ratepayer Associations
St. Clair-Old Weston	Options for Davenport	Community Group
St. Clair-Old Weston	Pelham Park Gardens Tenants Association	Ratepayer Associations
St. Clair-Old Weston	Perth-Dupont Community Garden	Community Group
St. Clair-Old Weston	Police Community Partnership (PCP) 11/12	Community Group
St. Clair-Old Weston	Police Community Partnership (PCP) 13	Community Group
St. Clair-Old Weston	Regal Heights Residents' Association	Ratepayer Associations
St. Clair-Old Weston	Regal Heights Village BIA	BIA
St. Clair-Old Weston	Rockcliffe-Smythe Resident Association	Ratepayer Associations
St. Clair-Old Weston	Runnymede Healthcare Centre	Medical/ Health Centres
St. Clair-Old Weston	St. Clair Gardens BIA	BIA
St. Clair-Old Weston	Symington Place Tenants Association	Ratepayer Associations
St. Clair-Old Weston	The Stop Community Food Centre	Organization
St. Clair-Old Weston	The West Bend Community Association	Community Group
St. Clair-Old Weston	Turnberry Residents Association	Ratepayer Associations

Stakeholder Advisory Group Members  
New SmartTrack and GO Stations in the City of Toronto

<b>Station</b>	<b>Stakeholder</b>	<b>Type</b>
St. Clair-Old Weston	West Toronto (Upper Junction) BIA	BIA
St. Clair-Old Weston	Diamondcorp	Landowner
St. Clair-Old Weston	Rockport	Landowner
St. Clair-Old Weston	12Developments	Landowner
St. Clair-Old Weston	Comfort Property Management <addresses removed>	Ratepayer Associations
St. Clair-Old Weston	The Stockyards Residents Association	Community Group

**Volume IX**  
**Volume IX – Consultation and Engagement:**

**Appendix D.2**  
**Terms of Reference**

# Stakeholder Advisory Groups for New SmartTrack and GO Stations in Toronto

## Terms of Reference

September 2017

## Introduction

The City of Toronto, Metrolinx and TTC are working together to bring more transit to communities across the city. This includes six (6) new SmartTrack and two (2) new GO stations across, at the following locations:

### **New SmartTrack Stations**

- Finch, between Midland and Kennedy
- Lawrence, between Midland and Kennedy
- Gerrard, at Carlaw Avenue
- East Harbour
- King-Liberty
- St. Clair, west of Old Weston Road

### **New GO Stations**

- Bloor at Lansdowne (GO)
- Spadina at Front (GO)

The new SmartTrack/GO stations build upon Metrolinx's Regional Express Rail program, which includes increased service on five of the existing GO rail corridors. The City and Metrolinx are completing a Transit Project Assessment Process under Ontario Regulation 231/08 to assess the potential environmental effects of the new stations.

These Terms of Reference outline the purpose, mandate, membership, and governance of Stakeholder Advisory Groups (SAGs) for this project. By agreeing to participate in a SAG, members agree to abide by these Terms of Reference.

## Purpose

The purpose of the Stakeholder Advisory Groups (SAGs) is to represent the broad range of interests to contribute to the planning and design process of the new SmartTrack and GO stations across Toronto, including as part of the Transit Project Assessment Process. The active participation of local stakeholders within the station areas as well as from the broader community is a critical component of the project. A total of eight (8) SAGs will be established for each station to represent local interest. There will also be one SAG established with representatives from city-wide groups to represent broader interests.

Through the establishment of the SAGs, the City/Metrolinx/TTC Project Team will:

- Gain advice from SAG members to inform development of public consultation materials.
- Share information with SAG members about the public consultation process and events, who in turn are encouraged to share the information and promote events with their communities and memberships.
- Inform SAG members about the planning and design work being undertaken for the new stations.
- Provide SAG members the opportunity to ask questions of technical, planning and design experts and discuss the project with other community leaders.

- Learn from SAG members about issues and opportunities that may inform the planning and design of the new SmartTrack and GO stations.

## **Mandate**

The City-wide and local SAGs are independent of one another, with no relationship or hierarchical reporting structure. Local SAGs will focus on issues and opportunities that are within the respective local station area, whereas the city-wide SAG will focus on issues and opportunities from across the City.

Each SAG is a forum and opportunity for community leaders, residents groups, businesses, service providers, advocates and experts to become involved in the planning of new SmartTrack and GO stations across Toronto. Advice and comments received from SAG members will be used as prioritized advice by the Project Team and inform development of recommendations to governing bodies (City Council, Metrolinx Board, etc); however, SAGs do not have any binding decision-making authority. While every effort will be made to respond to or incorporate the input and comments received, the responsibility for making final recommendations rests with the Project Team. Recommendations will be brought forward to decision making bodies including Metrolinx Board, TTC Board and City Council.

## **Membership**

A comprehensive list of potential SAG members for each station and city-wide has been developed by the Project Team, with input from local City Councillors and local MPPs.

SAG memberships include:

- Representatives of residents and business associations and groups
- Representatives of local and city-wide agencies, service providers, institutions and organizations
- Major land owners adjacent to the stations
- Advocacy and interest groups

City Councillors, Members of Provincial or Federal Parliament or their staff are not eligible to be SAG members, but are informed of the SAG meetings and may attend and observe.

## **Term**

The term of each SAG commences in September 2017. The process is expected to be complete by late 2018/early 2019. SAG members are asked to commit to their participation through the completion of the planning process.

## **Meeting Code of Conduct**

All those attending SAG meetings are asked to follow the Code of Conduct as outlined below. The Code of Conduct is built on individual integrity and respect for others' opinions.

- Participants should be courteous, listen to others and respect the opinions of others.
- Participants should not request that items outside of the mandate of the SAG be discussed at meetings.

- Participants should participate fully in discussions but not dominate the discussion.
- Participants should speak one at a time and not interrupt other participants while they are speaking.
- To ensure equal participation, participants wishing to make comments should do so through the facilitator.
- Participants should remain focused on the set agenda topics; participants wishing to hold private discussions shall move outside of the meeting room while the meeting is in progress.
- Participants shall not use foul language.
- Participants shall not make derogatory comments based on gender, race, ethnicity, religion, sexual orientation or disability.
- Personal insults toward other SAG reps and/or to the third party facilitator and/or the Project Team will not be tolerated.

## **Administration**

### Governance

The SAG meetings will be convened, organized and lead by the Project Team, which consists of City, Metrolinx and TTC staff. The Project Team may be supported by consultants for the purposes of meeting facilitation and to provide technical information.

### Meetings

SAG meetings will generally be scheduled to coincide with key project milestones and in advance of general public meetings. Meetings may bring together more than one SAG at a time, as determined by the Project Team.

Meetings will generally be conducted in a workshop format, lasting about two hours. A typical workshop will include:

- Informal networking
- A formal presentation by the Project Team
- Question and answer session
- Small group working sessions designed to solicit feedback about the issues
- Brief report back from each group
- General discussion and wrap-up

SAG members may also be consulted between meetings by other methods such as online surveys or the striking of ad hoc working groups.

Experts in subjects relevant to the project may participate in SAG meetings from time to time but will not be considered SAG members. Experts will help to inform members, provide context and answer questions, but their advice will not form part of the SAG's outputs.

### Meeting Locations

Meetings will generally be held in public venues such as civic buildings, community centres, schools, libraries, etc. which are within or close to the particular station(s) to be discussed. In the case of the city-wide SAG, meeting locations will be centrally located and well-served by public transit. Meeting locations will be barrier-free and easily accessible by public transit.



### Agendas

The Project Team will endeavor to circulate meeting invitations and agendas two weeks prior to any SAG meeting.

### Meeting Minutes

A minute-taker provided by the Project Team will record notes at all meetings. A Project Team member will incorporate the notes into a meeting report that will be circulated in draft form to SAG members within three weeks of each meeting. Members will be able to provide comments on the draft meeting report for one week after circulation. Once the comments are incorporated, a final meeting report will be made available to members.

### Communications

All communications will be in English; translation services will not be available for SAG meetings. Any member requiring accommodation should make this requirement known to a Project Team member who will ensure communications are provided in a barrier-free manner.

Distribution of meeting materials, agendas and reports will be by electronic mail.

## **Freedom of Information and Protection of Privacy**

Please note that the personal information provided through the SAG process will form part of the public record, as per the Freedom of Information and Protection of Privacy Act, and will not be protected from disclosure.