

Terms of Reference - CLM Conference Stream Organising Committee

Purpose

The CLM Conference Stream Organising Committee supports WasteMINZ and the Australasian Land & Groundwater Association (ALGA) in developing high-quality contaminated land and groundwater streams for the CLM Conference.

Responsibilities

The Committee will:

- Identify workshop and training topics
- Recommend keynote speakers, panellists, and technical presentation topics
- Review abstracts and contribute to the presentation selection process
- Develop conference sessions from accepted abstracts
- Promote the conference through professional networks

Membership

The Committee comprises WasteMINZ and ALGA members and is appointed to ensure balanced representation across both organisations, while reflecting the diversity and breadth of expertise within the sector.

Term of Appointment

Committee members are appointed from October in the year preceding the conference through to July in the year the conference is held.

Meetings

The Committee will meet regularly throughout the conference planning cycle. Meetings are expected to occur monthly during the early stages of planning and may increase to fortnightly or weekly as programme development and conference delivery milestones approach.

Decision-Making

The Committee will seek to operate by consensus. Final decisions regarding the conference programme remain with WasteMINZ and ALGA.

Confidentiality and Conflicts of Interest

Members must maintain confidentiality regarding committee discussions, conference materials and declare any actual, potential, or perceived conflicts of interest. Where appropriate, members may be asked to step aside from related discussions or decisions.