

RAIL CONTRACTORS GROUP

TERMS OF REFERENCE

The Rail Contractors Group (RCG) has been established by the ARA Board.

Vision

The Rail Contractors Group vision is to align the interests of major contractors and through proactive advocacy:

- build a pipeline of opportunities that endure in the longer term;
- enhance the environment and regulatory framework in which contractors operate; and
- establish best practice in project procurement, risk allocation, skills development, safety and construction innovation.

Membership

1. The RCG will be chaired by a senior representative from a member company.
2. Chairmanship of the RCG be decided by members and be for a period of 1 year, with an option to extend this period if members agree.
3. Deputy Chairman is also to be appointed through the same process and be for a period of 1 year, with an option to extend this period if members agree.
4. The RCG or the ARA may also invite other parties to meetings or convene sub-working groups with other industry experts to seek specialist advice.
5. Membership of the RCG is by invitation-only and on a case-by-case basis. The major parameters being a major contractor operating in the Australian rail industry and to enhance the RCG's Strategic Vision and Priorities.
6. The ARA will provide resources (Secretariat) to the RCG.

Purpose

7. The purposes of the RCG are to:
 - a. To align the interests of major contractors and facilitate industry collaboration where working together provides a better outcome.

Scope

8. The RCG will:
 - a. oversee the portfolio of advocacy activities, work programs and projects as well as their objectives;
 - b. monitor overall progress and alignment of its work programs and projects;
 - c. ensure resources are available for work program and projects; and
 - d. report to the ARA Board, through the ARA, at all ARA Board meetings.

Funding of projects

9. Indicatively, the ARA would fund projects up to \$40,000 (subject to the ARA budget availability).

10. Projects requiring funding in excess of \$40,000 would require funding contributions from RCG members.

Meetings

11. The RCG will meet quarterly or as required. Future Meeting dates will be indicated as part of the meeting process.
12. Meetings may be in a face to face format or via teleconference.
13. Should a member be unable to attend a meeting, that member can nominate an alternate to represent the organisation at the meeting.

Agenda Settings

14. The Secretariat, in conjunction with the Chair, will promulgate the agenda and associated papers for each meeting. Members may propose agenda items for the meetings.

Reporting

15. Minutes and list of action items will be prepared by the ARA, approved by the Chair and distributed to members of the RCG.

Contact

16. Members can contact Rhianne Jory, Associate Director Environment and Regulation, ARA via email at rjory@ara.net.au or telephone at 02 6270 4504.

Reference

The RCG's Strategic Vision and Priorities

Appendix 1

Current Members of the RCG

1. Stephen Pascall, Laing O'Rourke (Chair)
2. Glen Mace, Leighton Contractors
3. Julian Sharp, Leighton Contractors
4. Richard Stewart, John Holland Group
5. Malcolm Tinkler, McConnell Dowell
6. Paul Feris, Lend Lease
7. Michele Golda, Ansaldo STS
8. David Howarth, Downer
9. Sean Bonham, Coleman Rail
10. Bryan Nye, ARA
11. Rhianne Jory, ARA (secretariat)