

# RAIL INDUSTRY GROUP

## TERMS OF REFERENCE

The Rail Industry Group (RIG) has been established by the ARA Board.

The objectives of the RIG are to develop, investigate and provide policy advice to the ARA on various issues relevant to rail manufacturers and suppliers, as well as to develop a work plan and deliver a range of actions to achieve a favourable environment for the rail manufacturing and supplier sectors to prosper.

### Membership

- The RIG will be chaired by a senior representative from a Member company.
- The Chair may nominate an Alternate.
- The RIG is comprised of senior rail executives from ARA Member companies, with new Members to be nominated collectively by the RIG.
- The RIG or the ARA may also invite other parties to meetings or convene sub-working groups with other industry experts to seek specialist advice.
- The ARA will provide resources (Secretariat) to the RIG.

### Purpose

1. Advise and Align with ARA on issues
  - i. Critique/review of policy and initiatives
  - ii. Propose policy and activities for ARA implementation
  - iii. Feedback to ARA on working groups and support needed from broader ARA community
  - iv. Formal feedback to ARA Board, through the ARA and RIG Chair, at all ARA Board meetings.
2. Develop and periodically revise RIG Strategy
  - i. establish Working Groups where necessary to undertake initiatives to support the RIG Strategy.
  - ii. ensure appropriate resources are available for the work programs and projects
  - iii. monitor overall progress and alignment of its work programs
3. Engage rail industry members to participate and support ARA's objectives
4. Through RIG, use sites, employee base and community position to engage the public and further support ARA objectives.

### Meetings

- The RIG will meet quarterly or as required. Future Meeting dates will be indicated as part of the meeting process.
- Meetings may be in a face-to-face format or via teleconference where appropriate.
- Should a Member be unable to attend a meeting, that Member can nominate an Alternate to represent the organisation at the meeting.

### Agenda Setting

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

### **Reporting**

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

### **Contact**

Members can contact Natalie Currey, General Manager Suppliers and Workforce Programs at the ARA, via 02 6270 4512 or [ncurrey@ara.net.au](mailto:ncurrey@ara.net.au)