

NSW Grain Harvest Management Scheme (GHMS)

Consultative Committee – Terms of Reference

1. Context

Under the GHMS, eligible vehicles and combinations may exceed regulated total mass limits by up to five per cent when delivering eligible grains from farms to participating grain receivers.

The GHMS Consultative Committee was established following the review of the 2013/14 pilot scheme.

The current notice commenced 1 July 2016 and runs until 30 June 2021.

2. Authority and Accountability

The GHMS Consultative Committee was established by the former Deputy Secretary, Freight, Strategy and Planning, Transport for NSW (TfNSW). The Committee reports to the Director, Freight Branch, TfNSW.

The Committee has no decision-making authority in relation to the day-to-day operation and administration, or the strategic direction of the GHMS; it is purely an advisory or consultative body that will inform policy development and implementation.

3. Role of the GHMS Consultative Committee

3.1 To act as an advisory body that provides expert advice in relation to:

3.1.1 administration of the GHMS; and

3.1.2 strategic issues and future directions for the GHMS.

4. Functions

The GHMS Consultative Committee's core function will be to provide expert advice to TfNSW on key issues impeding the effective operation of the current GHMS, in the context of providing strategic direction for future schemes including any proposed variations of the GHMS elements.

The GHMS Consultative Committee may be requested from time to time to provide advice in relation to the performance and future directions of the GHMS.

5. Membership

The Consultative Committee membership consists of representatives from the following organisations:

Organisation	Representative
Transport for NSW (Chair)	Director, Freight
Transport for NSW (Secretariat)	Operational Policy Officer, Freight
Local Government NSW	Senior Policy Officer, Roads and Transport

Organisation	Representative
Institute of Public Works Engineering Australasia (IPWEA)	Technical Resources Manager
NSW Farmers' Association	Policy Director – Rural Affairs & Business Economics & Trade
Livestock, Bulk and Rural Carriers Association	Vice President
GrainCorp	Road Compliance Manager & Senior Manager, Northern Supply Chain
Cargill Australia	Grain Operations Training and Efficiency Lead
Ricegrowers' Association of Australia	Manager, Policy
Grain Trade Australia	Projects/ Operations Manager
Ridley	Southern Zone Logistics Manager
Emerald Grain	Technical Services Manager

6. Meetings

The Consultative Committee will meet at a minimum every six months, at end of harvest season in March and before the next season begins in September. At each meeting there will be a standard agenda consisting of, but not limited to:

- Review of action items from previous meetings
- Update and review GHMS performance and issues
- Discuss and consider issues for future scheme
- General business

Meetings can be held in person, by telephone or by video conference. Members will respect the role of the Chair in the conduct of meetings.

Members will respect the right of every member to speak and put forward their views.

The Committee may consider items out of session as it considers necessary.

Attendance

If unable to attend a meeting members may nominate another representative from their organisation to attend. Observers may be allowed to attend, subject to the Chair's approval. Members are required to attend a minimum of 50 per cent of meetings per annum to maintain membership.

7. Quorum

A quorum shall consist of a majority of Committee members present at a meeting.

8. Outputs of the Advisory Committee

Key issues and outcomes considered by the Committee will be reported to the Executive Director Freight once every 6 months. In addition, the Committee may also report to the Executive Director Freight on an as needs basis.

9. Secretariat Support

TfNSW will provide secretariat support to the Consultative Committee including organise meetings and venues, provide agendas and minutes of meetings, and assist the Chair with preparing advice to the Executive Director Freight.

10. Confidentiality

No member shall make public statements purporting to represent the view of the GHMS Consultative Committee or the views of any other individual member of the group.

Members must not disclose official information or documents acquired as a consequence of membership of the Committee other than is required by law or when the member has been given proper authority to do so.

11. Recommendations

Recommendations of the Committee will be made by consensus.

12. Criteria for membership of the Committee

Members need to possess one or more of the following:

- Experience at senior levels in the private sector
- Knowledge of the interests of the broad range of industry stakeholders
- Expert knowledge and experience in grain transport networks and logistic systems

New Members

Membership will be considered by the Committee against the aforementioned criteria and ability to contribute to the Committee in relation to its objective and terms of reference. If deemed suitable, the Chair will grant final approval.

13. Terms of Reference review

The Terms of Reference can be reviewed as necessary, but any alterations must be approved by the Director, Freight Branch.