

NSW Ports' Enfield Road Transport Coordination Group – Terms of Reference

1 BACKGROUND

NSW Ports is developing an Intermodal Logistics Centre at its 60-hectare site at Enfield. As required by Condition 2.12 of the project approval NSW Ports is required to establish and maintain for the life of the project a Road Transport Coordination Group (RTCG) to oversee and coordinate traffic and road issues associated with the project.

The RTCG is required to include representatives from NSW Ports, the Roads and Maritime Services (RMS - previously RTA), Strathfield Municipal Council and City of Canterbury Bankstown (previously Bankstown City Council).

2 CURRENT SITUATION AND NSW PORTS' COMMITMENT

The RTCG will focus on communication and coordination of road and traffic issues within and around the Enfield ILC precinct with tenants/lease holders, relevant government departments and local councils.

NSW Ports is committed to the ongoing management and coordination of traffic and road issues associated with Enfield ILC both during the construction phase and while in operation.

In addition to the RTCG, a Community Liaison Committee (CLC) has also been established and focuses on construction and operational matters, including traffic issues in terms of the impacts on the community and how to minimise impacts.

3 ELEMENTS OF THE ROAD TRANSPORT COORDINATION GROUP

NSW Ports is responsible for establishing, maintaining and managing the RTCG via the NSW Ports Logistics Manager.

1. Members

The committee would include representatives from:

- NSW Ports
- The Department of Planning
- RMS
- Strathfield Municipal Council
- City of Canterbury Bankstown
- Tenants/Lease holders

Various experts connected with the project may be asked to attend the committee to provide information about specific topics or matters of concern.

NSW Ports will be responsible for facilitation and chairing of the meetings, drawing up agendas and drafting minutes.

2. Frequency of meetings

The group will meet quarterly, or as otherwise agreed with the committee. Meetings will be held in the NSW Ports Administrative Building, Gate 10, Delec Lane Enfield ILC.

3. Agenda

NSW Ports will distribute a draft agenda two weeks before the meeting encouraging all members to provide agenda items for discussion. The agenda will be finalised and sent out to all participants a week before the meeting.

Agenda Action Items to be included in the meetings are;

- Agree and accept previous minutes
- Project construction updates (NSW Ports)
- Operational Updates:
 - Intermodal Rail Terminal
 - Operational tenants/lease holders
- Traffic Management Plan updates (NSW Ports & Intermodal Rai Terminal)
- General complaints, compliance issues, opportunities
- Other business

4. Meeting notes

Draft meeting notes will be distributed for comment within two weeks of the meeting and finalised within one month of the meeting. Finalised minutes will be posted on the NSW Ports project website.

4 FUNCTION OF THE GROUP

The main purpose of the group is to be a conduit for traffic related information; for example; Councils and tenants can bring their issues to the table for resolution and NSW Ports and RMS will work together with Councils to address these issues.

The group will address the following with relation to the development:

- Proposed traffic enhancements, including intersection improvements and traffic calming measures
- Traffic related conditions of approval such as Traffic Management Plans, Traffic Auditing and other construction and operational traffic compliance matters
- Share information and concerns about traffic impacts from the development, both during construction and operation
- Focus on 'local' impacts ie: impacts on local residential streets
- Discuss and decide on strategies which could be used to mitigate these local impacts

- Decide the way forward on the implementation of these strategies

The group does not have the charter for implementing measures, only to suggest and recommend to the relevant authorities.

5 GENERAL PRINCIPLES AND EXPECTED BEHAVIOUR

Members of the RTCG will:

- Work collaboratively;
- Work in an open and honest fashion, and with respect for each other;
- Understand that at all times it will be necessary to listen to and negotiate different points of view and perspectives, and to make compromises accordingly;
- Consider each other's opinions and views to be of equal importance; and
- Refrain from any form of conduct that may cause a reasonable person unwarranted offence or embarrassment

6 MEDIA PROTOCOL

Members of the RTCG are free to state their own or their organisation's viewpoint to the media but in doing so should make it clear that they are not speaking on behalf of the RTCG.

For all media enquires please contact the NSW Ports Media Manager.