



## RMTU / KIWI RAIL NETWORKS INDUSTRIAL COUNCIL TERMS OF REFERENCE

### **Purpose**

To promote and facilitate open and transparent discussion of, and the development of potential solutions to, matters that are of mutual interest and/or concern and have wide application. These may include, but are not limited to, issues such as:

- Operational rule changes
- Organisational structure
- Introduction of new technologies, equipment and systems
- Introduction of new policies or significant alteration/amendment to existing policies
- Updates on major projects
- Employment related matters
- Updates on current performance of the business in key reporting areas
- Health and safety matters across Network Services
- Oversight and initiation of High Performance High Engagement Projects

The parties will actively participate and give life to the Industrial Council by maintaining an open and transparent relationship with full and open communication in accordance with the principles of interest based problem solving as previously established by KiwiRail and the RMTU in association with our relationship charter and more recently through the High Performance High Engagement initiative.

### **Frequency of Meetings**

The Industrial Council will meet at least four times per annum. The aim will be for the frequency of meetings to be quarterly. The frequency of meetings may change subject to agreement.

### **Agenda and Delegation**

Items to be discussed at the Industrial Council should be submitted to the meeting co-ordinator at least five working days before an Industrial Council meeting. Urgent items may, in exceptional circumstances, be raised at shorter notice.

The Industrial Council will have no decision making authority, unless decisions on specific Industrial Council related matters are agreed between the parties. The Council will in its normal course make recommendations through its meeting minutes to KiwiRail management and the RMTU. Adoption of, or resulting action on, such recommendations will be at the discretion of KiwiRail management and/or the RMTU respectively, including High Performance High Engagement projects.

The Council acts as an escalation point for local industrial issues that have not been resolved at the local level providing a genuine attempt has been made by one or both parties to resolve such matters at that level first.

### **Composition**

RMTU Representation will be made up of elected representatives from the following occupational and gender groups plus an RMTU Organiser appointed by the General Secretary

1. Machine Group/ Fitters Representative
2. Structures Representative
3. Signals, Comms and Traction Representative



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4. Track - SI or NI (non-metro area) Representative
5. Gangers/ Inspectors Representative
6. Track - Auck Metro Representative
7. Track - Wgtn Metro Representative
8. Train Control Representative
9. Infrastructure Women Representative

Management representation will be sufficient for the Council to fulfil its intent and purpose and continuity of representation is seen as desirable in this regard. This will not preclude the participation of subject matter experts and so forth on an as required basis.

**Administration**

- Meetings will generally be in Wellington but may be held elsewhere by agreement.
- KiwiRail will provide secretarial support for such matters as minutes, agendas, dates, venues and travel arrangements.
- KiwiRail and RMTU will share responsibility for chairing meetings.

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SIGNED on behalf of the Rail and Maritime Transport Union

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SIGNED on behalf of KiwiRail

Date ..... 18/01/2022 .....