



## TERMS OF REFERENCE

### Transport and Infrastructure Council

<p><b>Purpose</b></p>	<p>The Transport and Infrastructure Council (Council) was established by the agreement of the Council of Australian Governments (COAG).</p> <p>The Council plays a key role in delivering national reforms to improve the efficiency, safety and productivity of Australia’s infrastructure and transport systems. The Council’s work program focusses on ensuring these systems drive economic growth, increase employment opportunities, support social connectivity and enhance quality of life for all Australians.</p>
<p><b>Chair</b></p>	<p>The Commonwealth minister with portfolio responsibilities for transport and infrastructure is the permanent Chair of the Council.</p>
<p><b>Membership</b></p>	<p>The Council comprises:</p> <ul style="list-style-type: none"> <li>• A maximum of two ministers from the Commonwealth, and a maximum of two ministers from each state and each territory, with portfolio responsibility for transport and infrastructure issues</li> <li>• A single representative from New Zealand, and</li> <li>• A single representative from the Australian Local Government Association.</li> </ul> <p>The Chair may invite ministers from other portfolios, individuals or organisations to participate in specific meetings or discussions, as appropriate.</p>
<p><b>Scope of Council responsibility</b></p>	<p>The Council:</p> <ul style="list-style-type: none"> <li>• Considers and develops responses to emerging issues in the transport and transport infrastructure sectors.</li> <li>• Supports an internationally competitive transport and transport infrastructure industry.</li> <li>• Pursues further opportunities for national consistency in regulatory and policy frameworks to improve safety, reduce costs and improve the operation of the transport and transport infrastructure sectors.</li> <li>• Delivers on responsibilities under legislation, national agreements, national partnerships and any other governance arrangements.</li> </ul>
<p><b>Support</b></p>	<p>The Transport and Infrastructure Senior Officials’ Committee (TISOC) delivers Council’s work program and provides advice to Council on the matters it considers, with those matters to be determined by Council.</p> <p>The Council oversees the following bodies:</p> <ul style="list-style-type: none"> <li>• National Transport Commission (NTC)</li> <li>• National Heavy Vehicle Regulator (NHVR)</li> <li>• Office of the National Rail Safety Regulator (ONRSR)</li> <li>• Australian Maritime Safety Authority (AMSA) – national regulator function only.</li> <li>• The Council is also supported in the delivery of its work program by a number of organisations including Austroads and the Australian Road Research Board (ARRB).</li> </ul>



<p><b>Specific reform priorities to progress Council responsibilities</b></p>	<p>Council’s priorities are outlined in its strategic work program and are based on the following broad themes:</p> <ul style="list-style-type: none"> <li>• Improving safety for all transport users;</li> <li>• Sustainable funding for transport and transport infrastructure;</li> <li>• Embracing innovation and technology in transport and transport infrastructure;</li> <li>• Ensure our transport systems support productive and liveable cities and regions; and</li> <li>• Maximising freight productivity.</li> </ul> <p>Council regularly reviews its priorities to ensure they remain current and to identify emerging issues.</p> <p>In pursuing its priorities, the Council considers the impact of regulation on individuals, community organisations and business and identify opportunities to reduce or remove this burden, wherever possible.</p> <p>The Council works actively to improve outcomes for Indigenous people.</p>
<p><b>Operations</b></p>	<p>The Council generally meets face-to-face at least twice a year, with additional meetings as required at the discretion of the Chair. Jurisdictions host meetings on a rotational basis. Additional work may be conducted out-of-session as required.</p> <p>The Council makes decisions on the basis of consensus wherever possible, unless specific voting rules are apply through legislation or other agreements. Where a vote is required; the principle of one vote per jurisdiction will apply. Each jurisdiction must nominate a senior minister for voting purposes.</p> <p>The Council Secretariat is funded by, and located within, the Commonwealth Department with portfolio responsibilities for transport and infrastructure.</p> <p>Further information on the Council operations and voting rules can be found in the Operating Guidelines</p>
<p><b>Review and reporting</b></p>	<p>COAG will review the Council annually against its priorities, including whether there is a continuing need for the Council.</p> <p>The Council will report to COAG as required on its progress.</p> <p>The Council is able to refer matters to COAG for its consideration, noting that these will be matters genuinely requiring First Ministers’ attention (such as major decisions and intergovernmental agreements).</p> <p>The Council can also advise COAG on an exception basis, especially when its priorities are not progressing satisfactorily.</p>
<p><b>Agenda</b></p>	<p>Meeting agendas will focus on strategic items requiring the attention of ministers and those items required by legislation. Council will develop a three-year rolling strategic agenda, which will be reviewed annually.</p>
<p><b>Validity</b></p>	<p>This Terms of Reference (ToR) is effective from August 2019 and will be on-going until such time as revised ToR are agreed or the Council is terminated.</p> <p>This ToR may be amended, varied or modified in writing after agreement by Council.</p>



## TERMS OF REFERENCE

### Transport and Infrastructure Senior Officials Committee

These Terms of Reference (ToR) should be read in conjunction with the ToR for the Transport and Infrastructure Council.

<b>Chair</b>	The Secretary of the Commonwealth Department responsible for transport and infrastructure is the permanent Chair of the Transport and Senior Officials Committee (TISOC).
<b>Membership</b>	<p>TISOC comprises:</p> <ul style="list-style-type: none"><li>• A maximum of two heads of department from the Commonwealth, and a maximum of two heads of department from each state and each territory, with portfolio responsibility for transport and infrastructure issues</li><li>• A single representative from New Zealand, and</li><li>• A single representative from the Australian Local Government Association.</li></ul> <p>The Chair may invite other individuals or representatives from organisations to participate in specific meetings or discussions, as appropriate.</p>
<b>Responsibilities</b>	<p>To enable transport and infrastructure ministers to focus on nationally significant issues, TISOC agrees all matters of an operational, technical or administrative nature, and only requires Council discussion by exception. TISOC's responsibilities include:</p> <ul style="list-style-type: none"><li>• Assisting with setting Council's strategic agenda.</li><li>• Reviewing annually, and providing advice to Council on the three-year rolling strategic agenda and strategic work program.</li><li>• Supporting delivery of Council's priorities by the NTC, NHVR, ONRSR and AMSA (national regulator function only).</li><li>• Identifying matters TISOC can take in its own right, with appropriate briefing to Ministers as required.</li></ul> <p>TISOC is responsible for recommending which items require Council consideration. Where TISOC is tasked to progress matters without involving Council, individual jurisdictions are expected to brief ministers on decisions made by TISOC.</p>
<b>Support</b>	<p>TISOC delivers Council's work program, with support from:</p> <ul style="list-style-type: none"><li>• National Transport Commission (NTC)</li><li>• National Heavy Vehicle Regulator (NHVR)</li><li>• Office of the National Rail Safety Regulator (ONRSR)</li><li>• Australian Maritime Safety Authority (AMSA) (national regulator function only).</li></ul> <p>TISOC is also supported in the delivery of Council's work program by a number of organisations including Austroads and the Australian Road Research Board (ARRB).</p>
<b>Operations</b>	<p>TISOC generally meets face-to-face at least twice a year, with additional meetings as required at the discretion of the Chair. Additional work may be conducted out-of-session.</p> <p>Jurisdictions will host meetings on a rotational basis.</p>



**TRANSPORT AND INFRASTRUCTURE**  
SENIOR OFFICIALS' COMMITTEE

	<p>The Secretariat will be funded by and located within the Commonwealth Department with portfolio responsibilities for transport and infrastructure.</p> <p>Further information on the TISOC operations and voting rules can be found in the Operating Guidelines.</p>
<b>Working Groups</b>	<p>Working groups may be formed on a time and task limited basis as required.</p>