

RAIL SUPPLY GROUP (RSG)

TERMS OF REFERENCE RAIL SUPPLY GROUP (RSG) CORONAVIRUS TASKFORCE

To set out the path from the current crisis to the fullest, fastest and best recovery from the COVID-19 emergency for the rail supply industry

DOCUMENT REFERENCE: RSG 282
 Chair: Philip Hoare
 Vice-chair: Anna Ince
 Secretariat: Bob Pilling (DfT)

PURPOSE

To bring together industry supply chain leaders to deliver cross-industry responses to:

1. Support the creation of a UK rail supply chain recovery plan
2. Deliver two-way communication with government within the remit
3. Consider how Rail Sector Deal activity should be adjusted to strengthen the UK rail supply chain recovery plan

By:

1. Working across the industry to understand the implications for recovery from COVID-19 impacts and what Government actions may best support recovery
2. Creating supply chain sub-sector sustainability SWOT analysis to better understand the strengths and limitations created by the crisis
3. Creating and supporting initiatives appropriate to the purpose
4. Liaising with other relevant bodies e.g., Construction Coronavirus Taskforce
5. Advising government on policy and actions supporting the purpose

COMPOSITION

Membership agreed between the RSG Chair and the Government. It comprises:

- Chair & Vice-chair
- Government representatives
- Sector Deal Industry Champions
- Co-opted suppliers (non RSG)
- Trade Associations/ RSG Delivery Organisations
- Client representatives: Network Rail Director, HS2 Director
- Trades Union representative

BASE AGENDA (*italics = rotating item/as required*)

THEME	ITEM	ACCOUNTABLE
Approval of record	Minutes/ actions	Chair/secretariat
Information	Welcome & Overview	Chair
Information	Overview from government	DfT/BEIS
<i>Design Contractors</i>	<i>Short/ medium & long-term actions</i>	<i>Topic lead</i>
<i>Professional Services</i>	<i>As above</i>	<i>Topic lead</i>
<i>Construction</i>	<i>As above</i>	<i>Topic lead</i>
<i>Maintenance</i>	<i>As above</i>	<i>Topic lead</i>
<i>Signalling & Telecoms</i>	<i>As above</i>	<i>Topic lead</i>
<i>Rolling Stock</i>	<i>As above</i>	<i>Topic lead</i>
<i>OEMs</i>	<i>As above</i>	<i>Topic lead</i>
<i>IT Services</i>	<i>As above</i>	<i>Topic lead</i>
<i>Other</i>	<i>As above</i>	<i>Topic lead</i>
Communications	As required	
	AOB	

MEETING INPUTS

- Agenda
- Directions from Chair & Vice-chair
- Directions from government
- Papers within remit
- Reports within remit
- Financial information and reporting as required

MEETING OUTPUTS

- Minutes
- Actions
- Papers within remit
- Reports within remit
- Communications within remit

AUTHORITY & RESPONSIBILITIES

Delivery of:

1. Taskforce actions determined by the Chair and Vice-chair in conjunction with Government representatives
2. Agreed actions delivered by those best placed to do so i.e., Trade Associations or RSG Delivery Organisations or new company partnerships etc. specific to the task
3. Actions to be tested against what else is ongoing in the sector to prevent duplication and overlap, avoid confusion and ensure actions are delivered with pace

MEETING PATTERN & FREQUENCY

- Meetings will be by video or phone call on a weekly basis (normally 1 hour)
- Specific sub-sectors meet separately as required