

Introduction

The CBD and South East Light Rail (CSELR) is an infrastructure project that will transform Sydney. It will provide a fast, reliable public transport service from Circular Quay through the CBD to Kingsford and Randwick via Surry Hills, Moore Park and Kensington.

The Sydney Light Rail (SLR) Business Forums are being established to provide a formal opportunity through which businesses active in the area of the light rail alignment can be informed about the project, and can provide input to support businesses through the construction of the CSELR.

The Business Forums will be consultative groups and will not be decision making bodies. It is not a requirement that consensus always be reached among members on issues discussed.

Business Forums may make recommendations to the Business Reference Group Chair. Recommendations from the Business Reference Group may be put to the project team and Advisory Board for a decision. The Board will report these decisions to the Minister for Transport and Minister for Roads and Ports.

Objectives

The **objectives** of the Business Forums are to provide forums through which:

- Transport for NSW and its contractors can provide information on the project, timings of construction and impacts to local businesses affected by the construction of the project.
- Local businesses can provide local knowledge and understanding of the needs of businesses in the area that will help support businesses through the construction period.
- Local business can make recommendations to the Business Reference Group.
- Members can provide input into a business management strategy to be implemented during the construction.
- Dialogue between Transport for NSW and businesses is encouraged and supported.

Membership

- The Business Forums will draw **members from** all businesses along the alignment and in the proximity of the light rail route.
- There will be three Business Forums – CBD; Surry Hills and Moore Park; and Randwick, Kensington and Kingsford.
- Businesses will be asked to nominate to be a member of a Business Forum.
- All members will be asked to sign and comply with the Terms of Reference.
- All members will be asked to provide a conduit for local businesses, i.e. feed information back to local businesses and provide Transport for NSW input from local businesses.

Operation

The Business Forums will **operate** in the following way:

- The Chair will be an independent facilitator.
- Transport for NSW will be the secretariat.
- Alternate delegates are permissible, but attendance should be notified in advance to Transport for NSW or the Chair.
- Additional delegates may be invited, as necessary, at the discretion of Transport for NSW or the Chair.
- Where a response cannot be given at a meeting, questions shall be taken on notice and a reply provided subsequent to the session.
- All questions will be made through the Chair.
- No member shall make public statements purporting to represent the views of a SLR Business Forum.
- The Business Forums may make recommendations on the delivery of the project to the Chair, who in turn will discuss these recommendations with the project team and/or Chair of the Business Reference Group.
- The Business Forums will not be decision-making forums; there will be no provision for formal voting or adoption of positions.
- Each Business Forum will be asked to nominate two of its members to become members of the Business Reference Group. In turn these members will represent the views of their local Business Forum at the Business Reference Group.
- Representatives of the Business Forums on the Business Reference Group may change with the agreement of forum members and the Chair.
- Out of session enquires can be directed to the secretariat of the Business Forums.

Meetings

- The Business Forums will meet quarterly per year, or as otherwise required by the Chair.
- The Business Reference Group will meet quarterly per year, or as otherwise required by the Chair.
- Agendas will be issued one week before each meeting.
- Minutes will be circulated within one week of each meeting.
- All recommendations of the forum will be fed to the project team and Business Reference Group Chair.
- All actions of the forum will be advised to the project team and if necessary the Business Reference Group Chair.

Transport for NSW Duties

Transport for NSW's role in the Business Forums is to:

- Provide updated information on the development of the project.
- Facilitate the collection of feedback and questions, and the provision of replies.
- Produce the business management strategy.
- Provide secretariat and meeting requirements.
- Respond to out of session enquiries.
- Report to the project team and the Chair of the Business Reference Group.