

# WORKPLACE RELATIONS AND SAFETY **COMMITTEE**

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**CHARTER**

JANUARY 2022

## PURPOSE

The National Retail Association (NRA) exists to help retail and service sector businesses succeed and grow within an ever-changing regulatory environment.

The NRA works with members to develop industry-wide policy platforms and present a united stance on workplace relations and critical work health and safety issues. The Workplace Relations and Safety Committee will facilitate open discussion and exchanges of ideas and information, providing a neutral forum for members to freely express views on issues that are important to them.

Membership of the Committee will enable Members to influence public debates and consultation processes while maintaining arm's-length distance to their own businesses.

## ROLE & FUNCTIONS

The Workplace Relations and Safety Committee will:

- Raise potential or emerging concerns affecting the retail industry and Members' businesses;
- Discuss and share information on emerging or current issues with other industry professionals and peers;
- Contribute to the NRA's submissions to consultation processes and law reform enquiries, helping to shape the development of government policy;
- Keep up to date with changes in the constantly evolving workplace relations landscape, and learn about innovative strategies and solutions from experts in particular fields.

## MEMBERSHIP

The Workplace Relations and Safety Committee will comprise of eight or more Members, including one Chairperson. The NRA retains the sole discretion to appoint Members to the Workplace Relations and Safety Committee following an expression of interest process.

Members will be business leaders, senior managers, workplace relations and human resources professionals representing NRA member organisations, who will actively participate in meetings and assist in carrying out the roles and functions of the Committee.

The Chairperson will be a Member nominated by the Committee to provide leadership and oversee the conduct of meetings.

The NRA will provide a staff member to provide secretariat support to the Committee.

Casual observers may attend meetings at the invitation of the Chairperson or NRA only.

## MEETINGS

The Committee will meet **four times each year** and at such additional times as the Committee deems appropriate. Where possible, meetings will be convened at different sites and states, or online, as the Committee considers appropriate.

## GOVERNANCE

The Committee is competitively neutral, and no advantage is sought by the information provided by Members. Members are encouraged to share information and raise current issues in order to achieve the purpose and fulfil the role and functions of the Committee.

## CONFIDENTIALITY

The NRA asks that the information shared, if not publicly available, is not confidential or sensitive in nature.

The Committee seeks to provide a forum for open discussion, and it is understood that the views expressed by Members and participants may not truly reflect the views or strategies of the organisations they represent.

The Chatham House Rule applies to all Committee meetings.

## EXPRESSION OF INTEREST

Please complete the [online form](#) to register your Expression of Interest (EOI) to join an NRA Committee. All EOIs will be considered by the NRA and/or Committee Chairs and you will be notified of the outcome of your application in due course. You will receive an email acknowledging receipt of your EOI upon submission.

[COMPLETE FORM HERE](#)