

UK Construction Sector Transparency Initiative (CoST) Multi-stakeholder Group (MSG)

1. Terms of Reference

The MSG will provide oversight of the UK CoST pilot. The MSG functions are as follows:

- Agreeing a workplan for the pilot phase in consultation with all stakeholders.
- Accessing the necessary financial and technical assistance necessary to implement the work plan during the pilot phase.
- Participating in the monitoring and evaluation (M&E) exercise as necessary to assess the pilot phase
- Conducting a baseline study to inform the overall M&E of the CoST programme
- Establishing the process for selecting CoST projects with the client and implementing that process.
- Establishing the process for implementing CoST projects
- Identifying the project information that will be disclosed on a CoST project and developing project templates to capture this information
- Reviewing and verifying the project information and agreeing
 - how the project information is disclosed
 - if the project information requires review by the assurance team
- Appointing the UK Member of the International Advisory Group (IAG) and ensuring this person – or an appropriate substitute – attends meetings and maintains communication with the MSG
- Identifying lessons learned and best practice from the implementation of CoST in the UK and sharing these lessons with the international secretariat and other pilot countries
- Maintaining lines of communication with the international secretariat.

2. MSG Membership

Membership of the MSG will comprise:

- An independent Chairman appointed by the ICE with the agreement of the UK Government;
- Three representatives appointed by Transparency International to present the views of civil society;

- Three representatives appointed by the UK government to present the views of public sector clients
- One representative appointed by the ACE to present the views of the consultants;
- One representative appointed by the CECA to present the views of ALL contractors;
- One representative appointed by the RICS to present the views of the building sector;

Representatives of the MSG will serve for the duration of the pilot. The MSG may agree to co-opt additional members for the duration of a specific task.

The MSG will meet 4 times a year or more frequently if the workload demands. A quorum of the committee will comprise one client member, one contractor or consultant and one civil society member.

All members will have equal voting rights during MSG meetings. When representatives can not attend meetings, their input will be sought by other means.

3. Assurance Team

The MSG will appoint the Assurance Team and

- agree their terms of reference
- call-up the assurance team when required
- reviews any report produced by the Assurance Team

4. Secretarial Services

The ICE provides secretarial services to the MSG.

5. Current members

Bob McKittrick – Chairman

Chandu Krishnan – Transparency International and Civil Society

Doug Sinclair – Highways Agency and government

Sarah Lyons – DfID and government

Noel Foley – Happold Consulting and Association for Consultancy and Engineering

Rachel Chandler – Costain and Civil Engineering Contractors Association

Simon Morrow – RICS

Two civil society vacancies