

Island Transport & Infrastructure Forum – Terms of Reference

1. Purpose

The Island Transport & Infrastructure Forum (ITIF) is established to consider strategic issues related to the accessibility, affordability, sustainability/security, safety and effectiveness of transport and related infrastructure on the Island and to and from the Island and mainland UK.

The forum aims to foster collaboration among stakeholders, promote innovative solutions, and ensure the long-term viability and efficiency of the Island's transport systems.

The forum recognises the critical role of transport in driving economic growth, supporting employment, enabling access to essential services, and enhancing the overall welfare and quality of life for the Island community.

2. Objectives

- **Economic Growth and Societal Benefits**
 - The over-arching objectives of this forum are to help drive the Island's economic growth and increase societal benefits for the Island community.
 - The forum regards the Island community as comprising residents, tourists, and businesses operating on and serving the Island.
 - The forum sees economic growth as depending on a number of transport-related factors such as the following:
- **Accessibility**
 - Integration of services and availability at times needed to support the community and residents of the Island.
 - Integration of services and availability at times needed to support and encourage visitors to the Island.
 - Consideration of how transport, infrastructure and services connect people with employment, education, health and businesses with markets and supply-chains.
 - Support inclusive economic participation by ensuring transport links enable access to job opportunities, training and services across the Island and to the mainland.
- **Sustainability and Security:**
 - To develop and promote transport and infrastructure that minimise environmental impact, support renewable energy use, and enhance resilience to climate change.
 - To consider how services can make suitable alternative arrangements in the case of service reductions and cancellations.
 - To consider effective management of capacity in the transport system (e.g. congestion/overcrowding).
 - Promote transport solutions that support the Island's economic resilience and growth, including tourism, logistics and local enterprise.

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- **Safety/Quality:**
 - To maintain high standards in the design, construction, and maintenance of transport infrastructure, ensuring safety, reliability, and user satisfaction.
 - Provide safe and effective services.
- **Affordability:**
 - To ensure that transport and related infrastructure projects are cost-effective, provide value for money.
 - Services priced in accordance with the need to manage and operate.
 - Ensure affordability of transport services to reduce barriers to economic participation and social inclusion.

3. Scope of Work

- **Stakeholder Engagement:** Facilitate dialogue and collaboration among government agencies, private sector partners, community groups, and other stakeholders to ensure inclusive and collaborative discussions about transport. To receive feedback from user groups. Engage with economic development bodies and business networks to align transport planning with the Island's economic strategy.
- **Innovation and Technology:** Promote the adoption of innovative technologies and practices that enhance the sustainability, affordability, and quality of transport and related infrastructure.
- **Policy:** consider emerging and developing government and local authority policy and engage with the development of such.

4. Participants

The forum will comprise representatives from:

- Government agencies responsible for transport and infrastructure.
- On Island and cross-Solent transport operators and micromobility providers.
- Private sector companies involved in transport infrastructure development and maintenance.
- Representatives of business and key stakeholders dependent upon and influencing transport and infrastructure needs.

See appendix A for full details.

Sub-Groups

Sub-groups can be established as required. There will be a group focused on engaging community groups, community operators, advocacy and user groups. Through the council's Transport Strategy Manager who would attend the forum and administer and attend the sub-group there would be a read across from the forum to and from the sub-group.

5. Governance and Meetings

- **Chairperson:** The forum will be chaired by a designated expert in transport infrastructure.

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- **Key stakeholders:** Lines of communication and protocols will be established with key stakeholders (dependents, sponsors, users and others) to fulfil the forum's objectives effectively and transparently. This network will evolve as the forum itself matures.
- **Frequency of Meetings:** The forum will meet quarterly, with additional meetings scheduled as needed.
- **Transparency:** efforts will be made to ensure transparency while maximising the outcomes achieved by the forum. Complementary meetings will be organised including those with elected representatives, members of the public, and media (see Annual Calendar below).

6. Reporting and Accountability

- **Accountability/Responsibility:** The forum is an advisory group providing objective strategic advice. It is not a decision-making body except where individual participants make their own operational decisions based on improved insights and foresight. The latter decisions fall outside the forum but may benefit from the collaboration and information flow enabled by the forum which, in turn, benefits the Island.
- **Meeting minutes** and associated notes and communications will be issued in a timely manner and made available. Commercial or confidential notes will be treated appropriately.
- **Opportunities Register:** the forum will maintain a register of opportunities for initiatives to be considered and developed by the forum. These could lead to recommendations for further action or implementation by relevant bodies including the Isle of Wight Council.
- **Annual Report:** The forum will produce an annual report detailing its activities, achievements, and recommendations.
- **Public Engagement:** Regular updates and consultations with the public will be conducted to ensure transparency and gather feedback.
- **Annual Calendar:** The series of quarterly meetings will be published along with dates for complementary meetings including those with elected representatives, members of the public, and media.

7. Resources and Support

- **Funding:** The forum will consider seeking funding from government sources, grants, and private sector contributions to support its activities.
- **Technical Support:** Access to technical expertise and resources will be provided to support the forum's work via the IW Council.

8. Review and Amendment

- **Periodic Review:** The terms of reference will be reviewed every two years to ensure they remain relevant and effective.
- **Amendments:** Any amendments to the terms of reference will require the approval of the majority of forum members.
- **Quoracy:** Since the Forum is not a decision-making body and will not be voting, quoracy does not need to be defined.

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Appendix A – Participating Organisations

Active participation is expected from a range of organisations. Initially, representation will be invited from representatives of the following organisations (incumbents show in brackets). Depending on issues being considered, the group will be revised in order to achieve the forum's stated goals.

- LOCAL AUTHORITY
 - Local council / Transport and Highways Authority (Isle of Wight Council)
- TRANSPORT AND INFRASTRUCTURE
 - Bus company (Southern Vectis (Go South Coast Ltd))
 - Railway operators (Island Line (South Western Railway/Great British Railways, Network Rail, the Isle of Wight Steam Railway)
 - IoW roads contractor (Island Roads (Highways PFI Service Provider))
 - Cross-Solent operators (Wightlink, Red Funnel, Hovertravel)
 - Micro-mobility provider (Voi)
- STAKEHOLDERS
 - Tourism agency (Visit Isle of Wight)
 - Business (Isle of Wight Chamber of Commerce)
 - Health (National Health Service)
 - Logistics (Local logistics network representative – TBC)