

Western Gateway Sub-National Transport Body

Transport and Business Forum

Terms of Reference

1. Purpose

- 1.1 These terms of reference concern the Western Gateway Shadow Sub-National Transport Body (WGSTB) Transport and Business Forum.

2. Sub-National Transport Bodies (STBs)

- 2.1 Local authorities across England are embracing the new legal powers and duties set out under the Cities and Local Government Devolution Bill to form Sub-National Transport Bodies (STB).
- 2.2 These bodies will advise Government on the strategic investment priorities across their functional economic geographies to further economic growth.

3. The Western Gateway Business and Transport Forum

- 3.1 The WGSTB Transport and Business Forum will act as an advisory body to the WGSTB Shadow Board and Senior Officer Group representing the views of stakeholders.
- 3.2 The Transport and Business Forum will comprise of a wide group of representatives including, but not limited to; Government Departments, Transport infrastructure providers; Passenger transport operators; Passenger Groups; Freight Operators; Port Authorities; Local authorities; Neighbouring STBs; Local Enterprise Partnerships, Confederation of British Industry, Major Employers, Universities and Research Institutes.
- 3.3 The Transport and Business Forum will meet on a Bi-Annual basis. These meetings will be supported by the WGSTB Programme Management Group and support staff.
- 3.4 All costs associated with managing and the WGSTB Transport and Business Forum will be met by the WGSTB Constituent Authorities.

4. The Chair of the Western Gateway Business and Transport Forum

- 4.1 The role of Transport and Business Forum Chair will be non-political. This is important to maintain independence from the constituent authorities and ensure that a broad range of business and transport interests are considered by the Shadow Board and Senior Officer Group.
- 4.2 One of the key themes of the WGSTB is supporting the delivery of Local Industrial Strategies. It is the role of the Local Enterprise Partnership (LEP) to produce these strategies. The Western Gateway area covers four LEPs including: Dorset LEP, G: First LEP, Swindon and Wiltshire LEP and West of England LEP. It is therefore considered appropriate for the role of Chair to be appointed from one of the LEPs that the WGSTB area covers. Nominations for

the role will be sought ahead of the inaugural forum to enable the appointment to take place.

- 4.3 The Chair of the Transport and Business Forum is an Associate Member of the Shadow Board. Associate Members act in an advisory capacity and do not participate in the decision-making process.
- 4.4 The appointed Chair will serve for the period of one year and will either be reappointed or replaced through a formal process. They are expected to Chair the Bi-Annual WGSTB Transport and Business Forum and attend the quarterly meeting of the WGSTB Shadow Board to represent the views of the Forum. Their views on the format/structure of the Forums will be sought and they will be asked to agree any documents generated as a result of the Forum.
- 4.5 The role of Chair will be a non-salaried post, but travel expenses to attend meetings will be covered by the WGSTB.

5. Statement of Purpose

- 5.1 The functions of the WGSTB Transport and Business Forum include:
 - a) Ensure the views of the private sector are heard and understood by the WGSSTB Board and Senior Officer Group during the production of the Strategic Transport Plan for the Western Gateway area.
 - b) To actively engage and support the production of the regional transport evidence base for the Western Gateway to identify and prioritise strategic transport and infrastructure investment.
 - c) Enable a more effective and meaningful engagement with the public and private sector transport organisations.
- 5.2 The WGSTB Transport and Business Forum will enable the partners to realise:
 - An accelerated growth programme, raising productivity across the region above the projected local and national baseline
 - Greater added value through sharing knowledge
 - More efficient operation of strategic and major road networks
 - Improved resilience and reliability of the transport system, particularly during periods of disruption (both planned and unplanned)
 - More effective engagement with, and influence over decision making at the national level
 - Enhanced job opportunities and accelerated housing delivery enabled through improved strategic transport systems
 - Improved national and international connection in to, out of and across the Western Gateway Area
 - Improved links to our ports and airports enabling freight and goods to move more efficiently.