

Western Gateway and Peninsula Transport Sub-National Transport Bodies

South-West Freight Forum

Terms of Reference

1. Purpose

- 1.1 These terms of reference concern the Western Gateway and Peninsula Transport Sub-National Transport Bodies' (WGSTB and PTSTB) South-West Freight Forum.

2. Sub-National Transport Bodies (STBs)

- 2.1 Local authorities across England have responded to the new legal powers and duties set out under the Cities and Local Government Devolution Bill in 2018 to form Sub-National Transport Bodies (STB).
- 2.2 These bodies advise government on the strategic investment priorities for transport and movement across their functional economic geographies to achieve multiple policy objectives.

3. The South-West Freight Strategy (SWFS)

- 3.2 The WGSTB and PTSTBs have worked in partnership to deliver the first joint freight strategy for the south-west of England. The SWFS made several key recommendations to deliver the wider objectives of the strategy. One of these was to form a joint Freight Forum for the south west region in order to involve the private sector in shaping the freight priorities for investment and facilitate greater knowledge and information sharing between the public and private sectors.

4. The South-West Freight Forum

- 4.1 The WGSSTB and PTSTB South-West Freight Forum will act as an advisory body to the WGSTB and PTSTB Boards and Senior Officer Groups representing the views of stakeholders across the freight and logistics sector.
- 4.2 The Freight Forum will comprise a wide group of representatives including, but not limited to; Government Departments, transport infrastructure providers; Freight Operating Companies; hauliers, logistics, distribution and delivery companies, Port Authorities; Airports; Local authorities; Neighbouring STBs; Local Enterprise Partnerships, Confederation of British Industry, Major Employers, Universities and Research Institutes, Trade Associations and any other relevant stakeholders accepted by the membership of the Freight Forum .
- 4.3 The Freight Forum will meet up to three times per annum. These meetings will be supported by the WGSTB and PTSTB Programme Management Teams and support staff.
- 4.4 In order to effectively progress the freight interventions in the SWFS, the Freight Forum will appoint sub-groups to assist with the practical implementation process. These groups will be led by a STB officer or appointed deputy and will meet on-line as necessary to make progress on prioritising and developing each

group of interventions. It is envisaged that each sub-group would report back on “work in progress” to the main steering group each time. Once interventions are fully developed they can be presented to the main steering group, ready for endorsement before being taken to the main STB Boards if appropriate.

4.5 The following sub-groups are proposed to develop and progress the interventions in the Strategy:

- Road Freight Group
- Rail Freight Group
- Maritime, Aviation and International Gateways
- Other Interventions including the running of the Steering Group.

4.6 All costs associated with managing the Freight Forum will be met by the WGSTB and PTSTBs.

5. The Chair of the Freight Forum

5.1 The role of Freight Forum Chair will be non-political. This is important to maintain independence from the constituent authorities comprising the two STBs and ensure that a broad range of freight transport interests are considered by the Boards and Senior Officer Groups.

5.2 The Chair of the Freight Forum is an Associate Member of the Boards. Associate Members act in an advisory capacity and do not participate in the decision-making process.

5.3 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 Freight Forum and attend or provide a deputy to attend the quarterly meeting of the WGSTB and PTSTB Boards to represent the views of the Freight Forum. Their views on the agenda, format, and structure of the Forum will be sought and they will be asked to agree any documents produced through the business of the Forum.

5.4 It is envisaged that the Freight Forum will be held online on an appropriate web-based platform. However the Forum may choose to hold an in-person event if the membership is satisfied this is appropriate.

5.5 The role of Chair will be a non-salaried post, but any travel expenses to attend meetings will be covered by the WGSTB and PTSTB.

6. Statement of Purpose

5.1 The functions of the SW Freight Forum include:

- a) Ensure the views of the private sector are heard and understood by the WGSTB and PTSTB Boards and Senior Officer Groups and inform

prioritisation of the two STBs' regional investment priorities to deliver the South-West Freight Strategy while considering the aims of local freight strategies.

- b) To actively engage and support the development of the ongoing regional transport evidence base for the WGSTB and PTSTB to identify and prioritise strategic freight transport and infrastructure investment.
- c) Enable greater cooperation and knowledge and information sharing to reduce inefficiencies within the freight sector.
- d) Enable a more effective and meaningful engagement with public and private sector freight organisations.

5.2 The Freight Forum will enable the partners to realise:

- An accelerated growth programme, raising productivity across the region.
- Greater added value through sharing knowledge.
- More efficient operation of strategic and major road networks.
- More efficient operation of the rail network.
- Improved resilience and reliability of the freight transport system.
- Reduced carbon emissions through more efficient freight operations.
- Reduce negative impacts of freight on environmentally sensitive areas.
- More effective engagement with and influence over decision making at the national level.
- Enhanced job opportunities and increased efficiency of the freight sector in the south-west and beyond enabled through improved freight transport systems.
- Improved national and international connection in to, out of and across the wider south-west region.
- Improved links to international gateways and freight hubs enabling freight and goods to move more efficiently.
- Information sharing and help in decarbonising the freight sector, making it more environmentally sustainable.
- Producing case studies and examples of good practice that could be publicised to further enhance the understanding and value of the freight sector as seen by society in general.

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