

## 1 Purpose

1.1 The purpose of the Stakeholder Group (SG) is to provide:

- Early engagement and input into the Peninsula Rail Task Force (PRTF) overall strategic direction
- Advice to the PRTF on specific service improvement proposals
- Feedback to the PRTF on the impact of plans for railway services to the communities it serves.

## 2 Role

2.1 The SG will, in respect of its provision of advice to the PRTF –

- Provide a forum to facilitate full engagement and promote debate amongst stakeholders and the wider community across the South West and beyond, including the rail network, with the aim of reaching and presenting, wherever possible, a cohesive and balanced stakeholder perspective to inform PRTF decision-making
- The SG shall represent those stakeholders who have an interest in, and whose own role and activities may be impacted by the decisions of the PRTF.

2.2 The SG may offer advice to the PRTF through the following mechanisms:

- at Board meetings, through the SG Chair's participation as a voting member at the PRTF;
- in written advice;
- Representatives of the PRTF attending the SG;
- In any other form requested by the PRTF.

2.3 The PRTF will determine the arrangements for any joint meetings between the PRTF and the SG.

2.4 The Chair of the PRTF should put in place arrangements to meet with the SG Chair on a regular basis to discuss the SG's activities and operation.

## 3 Membership

3.1 The membership is drawn from the area represented by the PRTF, as well as the wider rail and political community. It ensures involvement from a range of bodies and groups operating within the communities serviced by peninsula rail services. It is the role of SG members to represent fairly and fully the interests and views of those bodies and groups.

3.2 The membership will be made up of representatives from –

- Train Operating companies
- Universities
- Business and business networks
- Neighbouring LEPs
- Community Representatives
- Consumer / Passenger Groups
- SW MPs and MEPs (this may vary subject to the operation of the All Party Parliamentary Group)

#### **4 Chair**

- 4.1 The Chair shall be nominated from within the membership of the SG, by its members
- 4.2 The Vice Chair shall be nominated from within the membership of the SG, by its members by the same process as that adopted for the Chair, subject to the condition that they be appointed from a different sector/organisation from that of the Chair.

#### **5 Meeting Administration**

- 5.1 The PRTF, on behalf of the Chair, will ensure that the SG is properly equipped to carry out its role by-
- Ensuring the provision of governance advice and support to the SG Chair on the conduct of its business and its relationship with the PRTF and others;
  - Ensuring that the SG receives the information it needs on a timely basis;
  - Ensuring strong links to communities/groups;
  - Facilitating effective reporting to the Board;
  - Enabling the Board to gain assurance that the conduct of business within the SG accords with the governance and operating framework it has set.
  - Providing communications and officer support