

Floating bridge User group

Terms of Reference

Membership

Cllr Ian Ward – Infrastructure Portfolio Holder (Chair)

Cllr Lora Peacey-Wilcox – Local Ward Member – Cowes

Cllr Jane Rann – Local Elected Member - East Cowes Town Council

Cllr Michael Paler – Local Elected Member – East Cowes Town Council

Cllr Neil Oliver – Local Elected Member – Cowes Town Council

Floating Bridge Operational staff member

Floating Bridge Service Manager

Assistant Director of Neighbourhoods

Strategic Manager Commercial Services

Executive Support Officer - CX

Floating Bridge Users – members of the public

Floating Bridge Users – GKN staff

Floating Bridge Users – Cowes Enterprise College

Representative Cowes Business Association

Representative East Cowes Business Association

Methodology

Meetings to be held in private

Meetings to be held on a 3 monthly basis and to be organised for the year ahead.

Meetings to be Co-located between Cowes and East Cowes

Meetings to commence from September 2018

Standing agenda and items to be raised

- The work of the group will involve solution-focused discussion and members will be asked to provide constructive input that moves the agenda forward.
- It is intended to publish agendas and minutes of meetings
- Every effort will be made to circulate any relevant documents as far in advance as possible (a week as minimum), however time restraints may occasionally prevent early circulation.
- A record of the discussions will be circulated where possible within a week of the meeting.

- An agenda with fixed headline topics will be prepared and guest speakers invited as required.
- Terms of reference to be reviewed annually or as required by membership.