

**TECHNOLOGY DEVELOPMENT GROUP
TERMS OF REFERENCE (ToRs)**

GENERAL

1. The flow of information is increasingly at the core of Government, Business and Residential activity. For Business, that information flow is a key enabler in an increasingly interconnected and integrated world economy. If the Falkland Island Broadband Service is to continue to enable Government, Business and Individuals to remain connected and able to exploit the internet effectively, understanding how broadband services and technology requirements may change over time is critical.

PURPOSE

2. The purpose of the Technology Development Group (TDG) is to provide input to the Falkland Islands Government (FIG) on FIG and Falkland Islands business requirements and priorities for broadband in the short, medium and long term, with a particular focus on economic and social development. This will help inform FIG for the longer-term planning decisions.
3. Broadband is the transmission of wide bandwidth data over a high speed, “always on” internet connection used to transmit data, voice, and video across long distances and at high speeds, via multiple types of technologies including fibre optics, wireless, cable, DSL & using satellite to link the Falklands to the wider world.

SCOPE

4. The focus of the TDG is broadband services to the Falkland Islands.

OBJECTIVES

5. The objectives of the TDG are to:
 - a. Provide input to FIG on weaknesses or gaps in the broadband service.
 - b. Identify future potential business and domestic requirements for broadband.
 - c. Identify how emerging broadband technology and services could be exploited in the Falkland Islands.
 - d. To agree a programme of work for the Group to enable objectives a) to c).

MEMBERSHIP

6. Membership is as follows:
 - (1) FIG Chief Executive (Chairman)
 - (2) FIG Director of Development & Commercial Services
 - (3) FIG Deputy Director of Development & Commercial Services
 - (4) The Communications Regulator
 - (5) Chief Executive, Sure South Atlantic Ltd.
 - (6) Sector representatives (to be approached by the Chamber of Commerce) for:
 - (a) FIFCA
 - (b) Hydrocarbons
 - (c) FITA
 - (d) RBA
 - (e) IT
 - (f) Retail
 - (g) Construction
 - (h) Chamber Technology Lead
 - (i) BFSAI
 - (j) Community
 - (k) SAERI

SECRETARIAT

7. The Executive Assistant to the Chief Executive will act as Secretary to the TDG.

MEETINGS

8. TDG meetings will take place quarterly starting 19 Feb 21. Meeting dates will be published a year in advance.
9. The Chairman will draft the agenda and invite agenda items from the TDG before each meeting.
10. The Secretary will send out by email:
 - a. A Calling Notice including the draft agenda.
 - b. Supporting papers, notes and information.
11. Meetings will last a maximum of 2.0 hours.
12. Minutes will be taken by the Secretary and distributed to Members by email. Minutes will be published 5 working days after the meeting.
13. A public summary of each meeting will be circulated within FIG and on the centralised mailing list by the Secretary, it is the responsibility of TDG Members to further distribute the summary within their sector areas.
14. The primary means of communication between meetings will be by email and telephone.

REVIEW

15. These ToRs will be reviewed annually.