



HS2 Ltd Local Authority Planning Forum

Terms of Reference May 2013

Membership

- HS2 Ltd representatives
- Department for Transport representatives
- Local authority representatives along the Phase One line of route

Function

Since 2012 HS2 Ltd has facilitated a number of forums and meetings with different stakeholders, including local authorities, along the line of route (refer to Appendix 1). The planning forum acts as the focus for liaison with HS2 line of route authorities on matters of cross boundary and route-wide generic interest.

The nature of issues addressed at the forum will change and evolve along with the development stages of the project. The main outputs for each stage are described below.

However throughout the life of the forum strategic progress items, such as updates on public consultations, will form part of the agenda. Members are invited to suggest route-wide issues for the agenda. Recognition is also given to the possible wider interest of certain local issues and consideration will be given to updates on such issues if they are of interest to more than one authority.

Planning forum sub group activity will be reported to the planning forum for support, and review. A sub-group may present recommendations to the planning forum for agreement, which will be supported by the relevant material and technical officers to enable a decision to be reached.

It is recognised that forum representatives will be have decision making constraints and processes that have to be followed in accordance with their Authority's procedures

Pre bill (April 2013 - end 2013)

Throughout 2013 focus is necessarily on the principles of the planning regime that will be included in the hybrid Bill, and that will apply to works authorised by the HS2 Act.



The planning forum will provide the opportunity for line of route planning authorities to have early sight of, to facilitate discussion, and to provide feedback on the consenting arrangements proposed under the hybrid Bill.

It will also provide the opportunity for authorities to establish common areas of support and/or concern to facilitate the petitioning process for both parties on matters of route-wide interest.

Decisions are reached by consensus. In the event that all members of the forum do not reach consensus then this will be appropriately minuted. Comments/feedback received and given by DfT/HS2 Ltd will also be minuted as a matter of course.

Parliamentary Process (End 2013- end 2015)

Focus will turn to parallel working to develop the content and process of how the principles set out in the Bill will be delivered.

Implementation & Delivery (2016 – 2026)

Work will continue on agreeing the principles and practice of exercising the powers throughout the construction programme. The forum will also monitor the performance of the powers and maintain on-going dialogue.

Planning forum arrangements for phase two are to be confirmed. The importance of liaison between phase one and two is recognised.

These Terms of Reference can be reviewed by the forum as required.

Outputs

Outputs from the planning forum will vary in nature over the lifetime of the project.

Pre Bill (April 2013 - end 2013)

- Draft planning memorandum.
- Route wide undertaking proposals.
- Draft statutory guidance.
- Notes of meetings.

Parliamentary Process (End 2013- end 2015)

- Guidance notes on principles and practice.
- Planning memorandum
- Statutory guidance
- Draft class approval
- Notes of meetings.



Implementation & Delivery

- Guidance & outline documentation on the exercise of powers.
- Notes on principles and practice. e.g.: Standard design item statements, process policies, information papers.
- Reports on monitoring of implementation of practices.
- Lessons learnt reports.
- Notes of meetings.

Chair

The position of Chair will be advertised for an open and transparent formal appointment.

Meetings

- Meetings to take place as required; currently scheduled for monthly throughout 2013.
- The forum meeting is repeated over two days to provide diary flexibility and minimise travel for members. One meeting will take place in Warwickshire and one in London with running order alternated. Members are free to attend either or both meetings. This could be revised to one meeting if this was felt more beneficial to members.

Sub Groups

Sub groups will be established to focus on specific topic based cross boundary or route wide issues as required. Frequency will be subject to need. Sub groups currently in operation are as follows;

- Acoustics
- Highways
- Heritage
- Code of Construction Practice

Record keeping

- HS2 Ltd to provide secretariat to meetings.
- Draft minutes to be circulated no later than two weeks after previous meeting.
- Agreed minutes to be published on HS2 Ltd website.

High Speed 2: Engagement

Issues raised are escalated through the HS2 Ltd internal governance structure as appropriate.

