

ECO TOWN JOINT TECHNICAL GROUP LEICESTERSHIRE

TERMS OF REFERENCE

1. The group consists of local authorities directly affected by the eco-town proposals, (Harborough District Council, Oadby and Wigston District Council, Leicestershire County Council and Leicester City Council), Department of Communities and Local Government (CLG), Government Office (with input from other public agencies or regulatory bodies as necessary) and representation from the Co-operative Group.

Organisation lead representatives:

Sue Smith	Harborough District Council
Mark Hall	Oadby and Wigston Borough Council
Fraser Robson	Leicestershire County Council
Andy Keeling	Leicester City Council
Julie Bishop	CLG (Sustainability Assessment)
Jackie Jowett	CLG (Consultation)
Dave Tantum	Government Office East Midlands
Graham Ramsbotham	Co-operative Group

2. The purpose would be to oversee, steer and where agreed jointly commission the technical assessment work and ensure that it could be completed in sufficient time to input into:

- (i) preliminary consultation on issues (by 30 June);
- (ii) completion of strategic technical assessments by 10 October.

On the technical assessment work, the Governance Group would determine the scope and content of this work, with responsibilities for commissioning and delivering as set out in paragraph 9 below.

Further more detailed work would be needed to support any planning application made that would be addressed separately.

3. The group would also oversee and steer arrangements for public consultation.

4. A co-ordinator for the group would be needed, and there would be advantage if this post could be attached to the Local Planning Authority, which was likely to handle the main planning work (ie. the proposal was mainly within its area).

5. Restricted information (eg. that subject to commercial confidentiality) in all technical assessments and reports would need to be clearly identified to all parties. Otherwise technical assessments and reports would be drafted on the basis of becoming public information in accordance with the information sharing protocol.

6. Taking part in the work would be without prejudice to any views expressed by an authority or Agency on the merits or strengths of the proposal.

7. It would be assumed that as a condition of agreeing to take part in the technical assessment work, participants would make available existing studies, modelling work and background information which would be helpful in assessing the proposals. This will be in accordance with the information sharing protocol
8. Support for local authorities - CLG will consider funding additional work by authorities needed to help assess the eco-town proposals, requests will be looked at on an individual basis particularly in terms of work that had to be done in order to enable a high level decision to be taken by October – a lot more detailed work would be needed beyond that, if there were a decision to proceed with this site.
9. Commissioning of studies and funding is set out below:
 - (i) Transport assessment to meet agreed Department of Transport requirements including modelling of likely traffic flows. This would be for the bidder to commission but in collaboration with the 2 transport authorities, with their input (including any existing material) and to address issues they raise. Department of Transport, Highways Agency, Government Office, Harborough District Council and Oadby and Wigston Borough Council will also be involved in the assessment. .
 - (ii) Sustainability Appraisal CLG would commission this with input from Environment Agency, Natural England, English Heritage Harborough District Council, Oadby and Wigston Borough Council, Leicestershire County Council, Leicester City Council and Co-operative Group. The process is as described in paragraph 4, Annex A of the CLG paper.
 - (iii) The financial model It would be for the Co-operative Group to provide the basic material on values
 - (iv) Outline s.106. The Co-operative Group, Harborough District Council, Oadby and Wigston Borough Council, Leicestershire County Council and Leicester City Council will work together to prepare a draft heads of terms
10. The lead representative from each organisation on this group will be responsible for obtaining endorsement from their organisation
11. The Co-operative Group endorse this document