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| Meeting Date: | 10 April 2014 |
| Meeting Location: | Warwick Hilton |
| Meeting Title: | Phase One Planning Forum (North) |
| Zone/Area References: | N/A |
| GIS/Land Registry Reference: | N/A |
| HS2 Ltd Contact Person: | Marian Hutchin |
| Stakeholder: | Local Authority |
| Topic Keywords: | Planning Forum, Local Authority |

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| Chair | Ted Allett | Independent Chair |
| Promoter Attendees: | Marian Hutchin Phil King Paul Gilfedder Samantha Cimpaye Bushra Shafi | Town Planning Manager, HS2 Ltd Country Planning Manager, HS2 Ltd London Metropolitan Planning Manager, HS2 Ltd Acting Planning Liaison, HS2 Ltd Bill Manager, DfT |
| Local Authority Attendees: | Therese Gallagher Chris Durban James Masini Jas Mahil Alexandra Day Andy Kirkham Steve Braund Bob Duxbury Joy White Chris Kenneford David Allen Adam James Matthew Williams John Gregory Dorothy Barratt Sean Coghlan Dean Sargeant Louise Robinson Dave Wigfield Esme Cushing Samantha Amphlett Debbie Prince | LB Camden LB Brent RB Kensington and Chelsea LB Westminster Buckinghamshire County Council Aylesbury Vale District Council Chiltern District Council Cherwell District Council Oxfordshire County Council Oxfordshire County Council South Northants District Council Warwickshire County Council Warwickshire County Council Warwickshire County Council North Warwick Borough Council Lichfield District Council Staffordshire County Council Birmingham City Council Solihul MBC Northamptonshire County Council Warwickshire County Council Warwick District Council |
| Apologies | Bethany Arbery Clare O'Hanlon | LB Camden South Northants District Council |

| Item | | Action Owner |
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| 1. | Introductions | |
| | Introductions were made. | |
| 2. | Review of notes & actions from last meeting | |
| 2.1 | The notes were agreed as an accurate record. | |
| 2.2 | The following updates were given on actions from the previous meeting: <i>Exemplar Local Environmental Management Plans (LEMPs):</i> HS2 Ltd indicated that an overview of the exemplar LEMPs currently being prepared would be provided at the May Planning Forum meeting. Action – HS2 Ltd to provide overview of exemplar LEMPs at May Planning Forum meeting, and to discuss their status/content with relevant Local Authorities (LAs) prior to next meeting. They would then go to the EH Sub | HS2 Ltd |

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| | <p>Group for consideration.</p> <p><i>Fee Regulations:</i> DfT confirmed that the Department has approved in principle the reimbursement of pre-submission engagement fees to LAs, noting that this would likely take the form of a common agreement applicable across all LAs. LAs welcomed this decision and indicated that they would wait to hear from HS2 Ltd/DfT on next steps.</p> <p>Action – DfT to share details of proposals with Forum members once established.</p> <p><i>Warwickshire County Council Information Paper regarding Compulsory Purchase:</i> HS2 Ltd has emailed WCC asking if this matter can now be closed. It was agreed this item would likely be removed from the list following confirmation from Sara Board.</p> <p><i>Control of Environmental Effects Information Paper:</i> HS2 Ltd indicated that it was still considering where information on enforcement is best captured: remains outstanding.</p> | DfT |
| 3 | <p>Draft Statutory Guidance</p> <p>HS2 Ltd gave a presentation on the Draft Statutory Guidance noting that it sits alongside Schedule 16 of the hybrid Bill and exists to give guidance to LAs on their functions vis-à-vis this Schedule. A draft was distributed.</p> <p>The Chair clarified that there is no requirement for the Secretary of State to consult on the Draft Statutory Guidance and noted that the Planning Forum now has an opportunity to comment on the draft provided. It was agreed to have it on the agenda of the May Planning Forum meeting.</p> <p>Action – HS2 Ltd to circulate electronic copy of Draft Statutory Guidance document to LAs.</p> <p>Action – LAs to consider the Draft Statutory Guidance in advance of May Planning Forum meeting.</p> <p>Action – HS2 Ltd to bring case study examples of Statutory Guidance in practice to May Planning Forum Meeting for consideration and discussion.</p> | <p>HS2 Ltd</p> <p>LAs</p> <p>HS2 Ltd</p> |
| 4 | <p>Feedback on Planning Memorandum Comments</p> <p>HS2 Ltd went through the draft Planning Memorandum consolidated items document by line item, noting those items where it agreed and disagreed with LAs proposed changes.</p> <p>The Chair noted that HS2 Ltd's consideration of the LAs proposals constituted an even and fair approach.</p> <p>LAs took note of HS2 Ltd's explanations and agreed to take away HS2 Ltd's comments for consideration in advance of the next Forum discussion.</p> <p>Action – Re item 9 on the consolidated comments document, HS2 Ltd to re-assess its proposal to use 'settled' rather than 'agreed'.</p> <p>Action – HS2 Ltd to circulate updated Planning Memorandum consolidated comments document to Forum members.</p> <p>Action – LAs to consider HS2 Ltd's comments for discussion at a future meeting (to be confirmed).</p> | <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>LAs</p> |
| 5 | <p>Acoustics Sub-Group</p> | |

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| | <p>Following on discussion from the March Planning Forum meeting where the widening of the scope of the Acoustics Sub Group to cover other environmental health matters was agreed, HS2 Ltd circulated to Forum members proposed revised Terms of Reference (ToR) for the new Sub Group. The logistics of the proposed sub group (i.e., chairmanship, frequency of meetings, route-wide/local issues distinction) were discussed. The idea of a quarterly meeting was questioned as Forum members thought more frequent meetings would likely be required. The scope of the requirements was also questioned, and it was suggested they be 'cross-boundary' should be included in the ToR as well as 'route-wide'.</p> <p>It was noted that the link between the Planning Forum and the Sub-Groups was weak; HS2 Ltd agreed and indicated its expectation that this linkage would be strengthened in the coming months once decisions started to be taken.</p> <p>Action – Steve Braund to collate LA comments on proposed ToR and feedback to May Planning Forum for consideration.</p> | Steve Braund |
| 6 | HS2 Updates | |
| 6.1 | Phase One Scheme Update | |
| 6.1.1 | <p><i>Higgins' Report:</i></p> <p>HS2 Ltd provided an overview of Sir David Higgins' report, 'HS2 Plus', outlining its key themes, outputs, recommendations and the Government's response. It was confirmed that the HS2-HS1 link will be removed from the hybrid Bill and safeguarding amended accordingly.</p> | |
| 6.1.2 | <p><i>Growth Task Force (GTF):</i></p> <p>HS2 Ltd provided an update on the GTF's recently published report which provides recommendations to HS2 Ltd, Government and LAs on how the scheme's benefits can be maximised.</p> | |
| 6.1.3 | <p><i>Property Compensation Consultation:</i></p> <p>HS2 Ltd provided an update on the scheme's most recent property compensation announcements, noting the release of a Command Paper which sets out the scheme's new compensation provisions and also suggests further compensation consultation on additional measures.</p> | |
| 6.1.4 | <p><i>Safeguarding:</i></p> <p>HS2 Ltd explained that at present, there are differences between the Bill plans and safeguarding directions, and confirmed that these were currently being evaluated with a view to ensuring the two correspond.</p> | |
| 6.1.5 | <p><i>Overhead Line Structures:</i></p> <p>HS2 Ltd explained that RIBA are currently running a competition (supported by DfT, NR and HS2 Ltd) to assess what could be possible in terms of better designs for overhead line structures. Once the competition is closed, proposals will be considered, though there is no commitment to adopt the 'winning' design.</p> | |
| 6.1.6 | <p><i>Ground Investigations:</i></p> <p>HS2 Ltd indicated that it is currently looking at where further ground investigation (and possibly other) surveys will need to be undertaken. HS2 Ltd specifically noted that the first step in this process would be to obtain land access, and confirmed that LAs would be informed prior to any letters going out to individuals seeking such access.</p> <p>Action – HS2 Ltd agreed to inform Forum members of any additional survey work expected to be undertaken.</p> | HS2 Ltd |
| 6.2 | Hybrid Bill Timetable | |
| | DfT indicated that the Speaker of the House of Commons had provisionally announced the date of Second Reading as 28 th April 2014. DfT assured LAs | |

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| | <p>that they would be given sufficient notice to allow for adequate preparation for the petitioning period.</p> <p>Staffordshire County Council relayed information on the petitioning period dates received during the meeting sent from Parliamentary Agents.</p> <p>Action – HS2 Ltd to circulate link with information on motions laid before Parliament on 10th April.</p> | HS2 Ltd |
| 6.3 | <p>Sub Groups</p> <p>All agreed that this agenda item had been adequately discussed elsewhere in the meeting.</p> | |
| 6.4 | <p>Forum Meeting Schedule</p> <p>All reviewed and agreed the Draft Planning Forum Topic Schedule.</p> <p>It was noted that dates beyond June had not yet been considered, and HS2 Ltd proposed that it would likely make sense to revisit/discuss timelines after Second Reading. Suggestions for next meetings: July/September (skip August).</p> | |
| 7 | <p>AOB</p> <p>HS2 Ltd noted that Planning Forum information on the HS2 Ltd website was being revisited/updated.</p> <p>It was noted that the Environmental Audit Committee had published a report and recommendations following its enquiry into HS2 and the environment on 7 April 2014.</p> <p>It was noted that Golders Associates, the independent consultancy appointed to prepare a summary of the Environmental Statement consultation response, published its report on 9 April 2014.</p> <p>HS2 Ltd assured Forum members that the organisation was aware of the need to update the Planning Forum information stored on the HS2 website, and assured Forum members that they would address this shortly.</p> | |