

Meeting Date:	4 th June 2014
Meeting Location:	London KX
Meeting Title:	Phase One Planning Forum (South)
Zone/Area References:	N/A
GIS/Land Registry Reference:	N/A
HS2 Ltd Contact Person:	Clare Irvine
Stakeholder:	Local Authority
Topic Keywords:	Planning Forum, Local Authority

Chair	Ted Allett	Independent Chair
Promoter Attendees:	Marian Hutchin Paul Gildfedder Simon Knight Clare Irvine Jim Kitchen Bushra Shafi	Town Planning Manager, HS2 Country Planning Manager, HS2 Head of Petition Management Planning Forum Secretariat Environment Agency DfT
Local Authority Attendees:	Steve Braund Therese Gallagher Don Murchie Bob Duxbury Peter Simons	Chiltern District Council London Borough of Camden Westminster Borough Council Cherwell District Council Three Rivers District Council
Apologies		

Item		Action Owner
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	<p>Actions: a list of Outstanding Actions from previous meetings had been circulated, showing the state of play on each. Additional points raised in discussions were:</p> <p>With regard to the outstanding action on HS2 Ltd regarding possible amendment of E1 Control of Environmental Effects information paper, this should be considered by LAs in the context of the newly published information papers, in particular B1, B3, and B4. LAs should feedback at next meeting as to what change, if any, is required to E1.</p> <p>LAs can find all information papers via the website. HS2 Ltd will investigate if an alert can be created when papers are updated / added to the website.</p> <p>HS2 explained that the Information Papers have been produced to provide readers with a concise description of the Project's position on key topics and issues related to HS2. In most part they summarise the position already stated in other documentation such as the ES and CoCP. They may however include new details about policy on certain issues including new commitments, which ultimately will be included on the register of Undertakings and Assurances.</p> <p>HS2 Ltd confirmed that Assurances are obligations on the nominated undertaker agreed through the Parliamentary process, and Undertakings are made through legal agreements signed by the petitioner and the promoter.</p>	

	<p>Action: HS2 Ltd to investigate possible email alert for information papers.</p> <p>Action: 5.6 to be a July agenda item. LAs to consider if an amendment to information paper E1 is required, and if so what the amendment should be.</p> <p>Action: Collation of LAs comments on Draft Statutory Guidance to be circulated with June meeting papers.</p>	<p>HS2 Ltd LAs HS2 Ltd</p>
3	<p>Hybrid Bill Process – petitioning and Select Committee update</p> <p>HS2 Ltd led a presentation on the Bill, petitioning and Select Committee. Confirmed there were a total of 1,918 petitions. All petitions can be found on the Parliament UK website.</p> <p>Select Committee is expected to want a route visit (HS2 Ltd clarified the route can be viewed electronically now) and will then hear all unresolved petitions. The first hearing of petitioners is expected to be before the summer recess on 23 July. HS2 Ltd will aim to give a response to each petition four weeks before it is due to be heard. The Committee's timetable will be on the Parliament UK web site.</p> <p>The first day for the Committee will be 1 July: normal sitting days are not confirmed yet but it could be Tuesday / Wednesday / Thursday.</p> <p>HS2 Ltd will be making a presentation on noise, and possibly other topics: the Committee will probably request LA representations. HS2 Ltd stressed that the Committee could not hear every petition on noise, therefore it would help if the LA could nominate an authority on noise and other route wide topics to lead on behalf of all LAs. This will also help them in terms of resourcing etc.</p> <p>HS2 Ltd also clarified that the Bill can survive general elections and a change of Government, in which eventuality the new Government would probably appoint a new Chair.</p>	
4	<p>HS2 Ltd feedback to LPAs on Draft Environmental Memorandum and General Principles</p> <p>HS2 Ltd went through their responses to the LAs' comments on the Memorandum and General Principles.</p> <p>Jim Kitchen from Environmental Agency attended. He said that EMRs are a foundation stone and that the EA have maintained communication with HS2 throughout the process. He also said going through the LAs' comments was a useful exercise for the EA.</p> <p>EA said they would provide impartial advice: they were not a go-between for the LAs and HS2 Ltd. LAs welcomed any advice that might be given by the EA.</p> <p>Action: LAs to consider HS2/DfT responses to General Principles and Environmental Memorandum for discussion at a future meeting.</p>	<p>LAs</p>
5	<p>Draft Statutory Guidance – CTRL Examples</p> <p>HS2 Ltd led a presentation of examples of design development on CTRL to</p>	

	<p>illustrate the thinking behind the Draft Statutory Guidance.</p> <p>Action – HS2 Ltd to distribute the examples electronically after the meeting, along with the Crossrail examples presented at the May Planning Forum.</p>	HS2 Ltd
6	<p>Local Environmental Management Plans: Rural Example</p> <p>Both the urban (LB Camden) and rural (Warkwick DC) exemplar LEMPS had been distributed to the LAs last week. HS2 Ltd went through the rural exemplar. The intention is to spend more time on these at the EH Subgroup on 12 June. The Chair asked LAs to check the right officers would be at the meeting to discuss the draft LEMPS.</p> <p>HS2 Ltd said the relevant draft LEMP would be discussed with each LA in advance of their appearance in Select Committee.</p> <p>It was asked how the LAs would be involved in development of the LEMPs. HS2 Ltd clarified that the start of engagement has now begun with Camden and WDC.</p>	
7	<p>HS2 Updates</p> <p><i>Subgroups</i></p> <p>Papers will be distributed in advance of the EH and Heritage subgroup meetings on 12 and 24 June respectively. A Highways sub-group is planned in September.</p> <p><i>Forum Meeting Schedule</i></p> <p>Clarified the next meetings will be 9 / 10 July if everyone is happy, as this will be once the Select Committee has started. Confirmed all are happy.</p> <p>The following meetings will take place 10/11 September. HS2 then mentioned the idea of having meetings going forward every two months. LAs concerned whether that would allow enough meetings to reach agreement on all the documents being produced before House of Lords petitioning.</p> <p>Action: HS2 to look at amount of documentation and report to next meeting in July with a programme of meetings over the next 12 months.</p> <p>Subgroup dates going forward are being co-ordinated and will be presented in July.</p> <p>Next South meeting at Friends Meeting House on 10 July.</p>	HS2 Ltd
8	<p>AOB</p> <p>Action: Website text is being drafted: there will be example screen-shots of the website at the next meeting in July.</p>	HS2 Ltd