

# MEETING MINUTES

## HS2 Chiltern AONB Review Group

<b>Meeting Date / Time:</b>	3 <sup>rd</sup> May 2018
<b>Meeting Location:</b>	Chiltern District Council Offices
<b>Meeting Type:</b>	Review Group Meeting #14
<b>Organisations in Attendance:</b>	Aylesbury Vale District Council (AVDC), Buckinghamshire County Council (BCC), Chilterns Conservation Board (CCB), Chiltern District Council (CDC), Department for Transport (DfT), Natural England (NE), HS2 Ltd

<b>Attendees:</b>	<b>Title, Organisation</b>
Ben Robinson	Chiltern District Council (CDC)
Ifath Nawaz	Chiltern District Council (CDC)
Helen Hall	Programme Manager, Review Group (RGPM)
Jackie Copcutt	Buckinghamshire County Council (BCC)
Jonathon Bellars	Aylesbury Vale District Council (AVDC)
Lucy Murfett	Chilterns Conservation Board (CCB)
Neil Jackson	Chilterns Conservation Board (CCB)
Tom Hinds	Chair, Department for Transport (DfT)
James Boag	Senior Interface Manager, Central Area HS2 Ltd
Sarah Stacey-Armstrong	Natural England (NE)
Liz Bingham	Natural England (NE)
Imogen Parker	Natural England (NE)
Miriam Baines	Buckinghamshire County Council (BCC)
<b>Apologies:</b>	

<b>Item</b>	<b>Title</b>	<b>Action/ Owner</b>
<b>A.</b>	<b>Introductions</b>	
<b>B.</b>	<p><b>Review of Minutes and Actions</b></p> <p>1. Minutes from meetings #13 approved, with correction to spelling of Chair's name</p> <p>2. Action tracker was presented and following actions were discussed and updated:            Following Schedule 17 at Berry Farm was approved by CDC            HS2 will provide a planning application schedule            OHL: EK will invite rail systems OLE to present to the RG.</p> <p>Actions completed from Previous Meeting:            Engagement Plans circulated.            Sent Fusion DDP link</p>	HS2

Item	Title	Action/ Owner
	3. No further comments on actions or minutes.	
<b>C.</b>	<p><b>Funding Agreements:</b>            CDC updated the RG that the draft funding agreement is with HS2 for approval. They are waiting on the commercial department to approve the terms, to allow funding to be released upfront to allow projects to progress.            CDC would enter into a grant agreement with the lead delivery partner organisation and require quarterly reporting. CDC would provide advisory work for the legal agreements allowing approximately 10% for each project, which will vary.            NE raised the question about the RG'S Programme Managers role in managing the fund and administration.            CDC advised that the PM was managing the feasibility work, CDC are working 0.5 day a week initially which will fall away and be charged to the project as the project is set up.            CCB: suggested reducing the monthly meetings and reporting to reduce costs            Chair: meetings should be as required not routine.            CDC advised that initially at Colne Valley they have met weekly for 4 weeks at the beginning and then reduced to quarterly.            CCB questioned the need for certified copies being requested and signed declarations of public bodies as being overly onerous.            CDC advised that these could all be agreed at the initial meeting as to what was appropriate for the project.</p>	
<b>D.</b>	<p><b>Additional Projects</b>            CDC updated the RG on personnel changed with Nik Smith replacing Ben Robinson for planning and Catherine Murray providing heritage advice where needed.            AVDC asked how much would be charged back to the RG.            CDC advised that for heritage and planning if attending time would be recharged to the RG.            AVDC requested that only one vote per organisation for additional project funding decisions.            CDC requested that Ifath's presence for the additional project meetings be covered by the RG.</p>	
<b>E</b>	<p><b>CEIP</b>            RGPM provided an update on the scope of work drafted for the feasibility work            CCB questioned the level of detail of the blueprint map and ensuring early engagement with landowners.            BCC asked if the landscape connections project could be renamed to include biodiversity, the RGPM agreed.            AVDC asked the RG to consider allowing the feasibility work to progress with an indicative cap of £23k to avoid calling another meeting to agree, subject to CDC agreeing terms and scope.</p>	RGPM
<b>F</b>	<b>DDP</b>	

Item	Title	Action/ Owner
	RGPM advised that final sign offs were needed from RG members and asked if these could be actioned.	RG
<b>G</b>	<b>Design Update</b> CDC, recapped on the Independent Design Panel meeting AVDC restated their wish to see whole designs presented including landscape RG members asked for Align to be invited to 28 <sup>th</sup> June Design meeting CCB provided an update on the M40 noise barriers and the colours materials being used.	RGPM
<b>H</b>	<b>AOB</b> none	

**Next meeting:** 28<sup>th</sup> June 2018