

HIGHWAYS SUB-GROUP of the HS2 PLANNING FORUM

Title:	Phase One Planning Forum, Highways Sub-Group (North and South) #8	
Date & Time	North and South Meeting 22 nd July 2015 14:00 – 17:00 One Euston Square 40 Melton Street London	
Chair	Ted Allett	Independent Chair
Promoter Attendees:	Richard Adam Peter Tomlin James Fearnley John Woodhouse Adam Ruane Ella Davies Leila du Toit Ann Morley	HS2 HS2 HS2 HS2 HS2 HS2 HS2 DfT
Highway Authority Attendees:	Paul Fermer Paul McDonagh Rachel Best Darl Sweetland Don Murchie David Grindley Adrian Malcom Matthew Davenhill Kevin Hicks Chris Young Paul Hillman Martin Steward Andrew Savage Simon Weaver	Oxfordshire County Council London Borough Brent London Borough Brent Buckinghamshire County Council Westminster City Council Northamptonshire County Council London Borough Camden Staffordshire County Council Birmingham City Council Birmingham City Council Highways England Highways England Warwickshire County Council Transport for London
<i>Planning Forum Highways Sub-Group distribution list appended to minutes.</i>		

Item		Action Owner
1	Welcome and introductions Introductions were made.	
2	Review of notes and actions from last meeting Authorities confirmed they were happy with the draft minutes from previous meeting. Minutes were agreed with no changes with the	

	<p>exception of a minor typographical error at section 3.3.</p> <p>The outstanding actions table was gone through by the Chair and the following additional points raised:</p> <p>March 2015, Item 4: HS2 Ltd informed the Subgroup that Information Paper E14 will be published with Information Paper E28, once finalised.</p> <p>June 2015, Item 3.3: HS2 Ltd explained that the proposed LTMP geographical areas are provided in the draft Route-wide Traffic Management Plan circulated for this meeting.</p> <p>June 2015, Item 4: Action: HS2 Ltd provided an update, noting that only Solihull MBC had responded on the matter of Signals Works Agreements and urged others to respond. It was explained that the information is required to define the ECI contract.</p>	Authorities
3	<p>Code of Construction Practice (3rd Draft)</p> <p>HS2 Ltd presented Chapter 14 of the Draft CoCP (3rd Draft). It was explained that the chapter had been restructured to reflect route-wide, local and site specific measures. Responses to the Highway Authorities' comments were then summarised, with a justification provided for accepting, partially accepting and not accepting the comments.</p> <p>Reactions were then received from Authorities in the meeting as follows:</p> <p>Warwickshire CC and LB Brent raised the matter of control of workforce parking – particularly on verges in rural areas etc. HS2 Ltd explained that Travel Plans will be produced for worksites along the route, the detail of which can be found in the Route-wide Traffic Management Plan.</p> <p>Further to this, HS2 Ltd expressed that urban areas would expect to have established parking controls and good public transport links and therefore minimum parking standards are likely to apply. In rural areas, controls can be implemented on the contractor to ensure that no vehicles are parked on verges around the worksite (e.g. no walk-in allowed). In suburban areas, it will be more difficult to achieve controls, as there will be a need to provide walk-in access from bus stops, train stations etc.</p> <p>TfL and LB Camden asked where CLOCS and FORS are referenced. HS2 Ltd explained that standards are included in the RTMP which are equivalent to the CLOCS and FORS standards in most areas with some caveats. Authorities were advised to read the RTMP and respond to the document consultation (see item 4 below).</p>	

	<p>Oxfordshire CC suggested a section in Chapter 14 relating to enforcement would be helpful. HS2 Ltd noted this request and asked that the comment be provided in the LAs' consolidated comments table on the latest CoCP.</p> <p>Buckinghamshire CC asked how monitoring and reporting will be undertaken. HS2 Ltd indicated that this would be the partial function of the Traffic Liaison Group Meetings (see RTMP for more detail). LB Camden asked whether there will be a method of recording and reporting complaints / breaches and if they will be made public and / or subject to FOI. Action: HS2 Ltd to take away and provide feedback on the matter at the next meeting.</p> <p><i>Note to Authorities: if deemed relevant, comments above should be formally reflected in the collated CoCP comments table once the document has been considered fully by Highways Authorities.</i></p> <p>Action: HS2 Ltd stated that the Draft CoCP (3rd Draft) and comments table would be uploaded to the Planning Forum website, and that a link would also be circulated with the minutes.</p> <p>Action: LB Camden asked that authorities provide their comments on the Draft CoCP (3rd Draft) by the 19th August.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>Authorities</p>
4	<p>Route-wide Traffic Management Plan</p> <p>HS2 Ltd introduced the draft Route-wide Traffic Management plan including:</p> <ul style="list-style-type: none"> • Document context and how it fits in to the project EMRs • Development of the document • Key contents • Proposed method of consultation / key stakeholders • Consultation timeframe: <ul style="list-style-type: none"> ○ Issued for consultation – Jul 2015 ○ Presentations - Sept 2015 <ul style="list-style-type: none"> ▪ Vehicle flow management ▪ Vehicle and driver safety ▪ Direction signing for emergency services ○ Comments from authorities - end Sept 2015 ○ Feedback from HS2 – Oct 2015 ○ Finalise document – Nov 2015 <p>Comments were made by Authorities in the meeting as follows:</p> <p>TfL, referring to Chapter 3 of the RTMP, commented that the new documents mentioned should be also be referenced in the CoCP. HS2</p>	<p>HS2 Ltd / Authorities to note</p>

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	<p>Ltd noted this request.</p> <p>Warwickshire CC asked that early engagement on lorry routes should take place, utilising the knowledge and expertise of the Highways Authorities. Buckinghamshire CC enquired about timescales on the confirmation of lorry routes. HS2 Ltd clarified that lorry routes would be set out in the LTMPs and would be engaged on during their production.</p> <p>LB Camden asked about community involvement in the production of Travel Plans and TLG meetings. HS2 Ltd replied that a draft TOR has been produced for the TLG, which is included as an appendix to the RTMP and subject to consultation. It will be up to TLGs, when established, to consider if additional membership is required. Community relations are also dealt with separately in the CoCP and are likely to involve separate meetings as set out in the Community Relations Information Paper G2</p> <p>Northamptonshire CC suggested that for bridge structure reviews, the Canal and River Trust should be included as a participant. HS2 Ltd acknowledged this.</p> <p>DfT suggested that new national permitting guidance (Statutory Guidance for Permit Schemes (conditions)) should be considered if there is to be a route wide permitting plan. Action: HS2 Ltd noted this and asked if the document could be forwarded to HS2 Ltd.</p> <p>Birmingham CC noted that Chapter 17 refers to Authorities promoting traffic regulation orders. HS2 Ltd confirmed that this would be a role for Highways Authorities, which would be an activity funded by the project.</p> <p>General points were raised by Authorities regarding consistency, i.e. use of Nominated Undertaker and HS2, principal contractor and main contractor and the name of different plans noted in the document.</p> <p>HS2 Ltd requested that Authorities provide any additional route-wide consultees to HS2 by end Friday (24th July). Sustrans was suggested by Staffordshire CC. Birmingham CC suggested Centro, both of which were accepted by HS2 Ltd</p> <p>Warwickshire CC suggested that a public statement should be made to explain the RTMP and its relationship with other documents. HS2 Ltd suggested that the best place for this would probably be an update to Information Paper E13.</p>	<p>DfT</p> <p>Authorities</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
5	Highways Maintenance Update	
5.1	Update on draft Information Paper E28	

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5.2	<p>HS2 Ltd informed the Subgroup that they are currently producing responses to the comments received on Information Paper E28 and will circulate following the meeting.</p> <p>Highways Maintenance Funding Update</p> <p>HS2 Ltd presented progress on the exercise of establishing an initial understanding of New Burdens in relation to Highways Maintenance, explaining that three sample Authorities has been chosen to feed into the exercise (Camden, Warwickshire and Buckinghamshire).</p> <p>HS2 Ltd presented figures highlighting the change in highways assets and the assumed financial implications (see slides). Action: HS2 Ltd committed to circulating the associated formulae and documentation associated with this exercise with the minutes of the meeting.</p> <p>Action: HS2 Ltd provided an indication of next steps, and it was agreed that a meeting should take place between the sample Authorities and HS2 Ltd / DfT to discuss the outcome of the exercise and report back to the next Subgroup</p> <p>Action: HS2 Ltd provided an update on the Highways Maintenance Agreement, explaining that work is currently being progressed to produce a comparison of Information Paper E28 and Version 8 of the WCC draft agreement: this will be an agenda item in September.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd / LBC / WCC / BCC</p> <p>HS2 Ltd</p>
6	<p>Forward Plan</p> <p>HS2 Ltd displayed the HS2 indicative programme for Planning Forum and a separate tracker for the Highways Subgroup</p> <p>It was agreed that the next Subgroup should be held on the 8th September, when highways maintenance should be prioritised.</p>	
7	<p>AOB</p> <p>Chair raised several AOB items on behalf of the Highways Authorities:</p> <p>CDM was raised and it was questioned how HS2 is responding to Revision 15 in relation to liabilities. Action: HS2 Ltd to seek advice on the matter and respond at the next Subgroup meeting.</p> <p>It was raised that Buckinghamshire CC had inferred during the pre-meet that HS2 Ltd had been engaging with the Council on bridge design, and that this should be funded (but is not covered by the MoU). HS2 Ltd clarified that the current discussions taking place with Buckinghamshire CC are petition related and are therefore not funded by HS2. They are</p>	<p>HS2 Ltd</p>

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	<p>also not specifically about design and external appearance of bridges, but about accommodating PROWs on them.</p> <p>Staffordshire CC raised that combined waterproofing / surfacing (currently being used by Network Rail) is a grey area in relation to highways maintenance liabilities. Action: HS2 Ltd noted this and will take away to consider as part of Information Paper E28.</p> <p>Highways England expressed that more clarity on programme for consents and approvals would allow them to procure resourcing. Action: HS2 Ltd acknowledged this concern and explained that the programme for consents and approvals is due to be an agenda item before the end of the year.</p> <p>Highways England raised matter of warranties and latent defects. Action: HS2 Ltd to address matter at the next Subgroup meeting.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
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