

## HIGHWAYS SUBGROUP of the HS2 PLANNING FORUM

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| <b>Title:</b>                       | <b>Phase One Planning Forum, Highways Subgroup (North and South) #17</b>   |   |
| <b>Date &amp; Time</b>              | North and South Meeting<br>03 <sup>rd</sup> August 2016<br>12:30 – 16:00<br><br>Warwick Hilton   |   |
| <b>Independent Chair:</b>           | Ted Allett   |   |
| <b>Promoter Attendees:</b>          | Richard Adam<br>Peter Tomlin<br>Adam Ruane<br>Hudson Taivo<br>Paul Gilfedder   | HS2 Ltd<br>HS2 Ltd<br>HS2 Ltd<br>HS2 Ltd<br>HS2 Ltd   |
| <b>Highway Authority Attendees:</b> | Sarah Mallen<br>James Hodson<br>Chris Young<br>Ashley Prior<br>Andrew Savage<br>David Gridley<br>David Allen<br>Adrian Malcom<br>Thomas Fitzpatrick<br>Julia Gregory<br>Timothy Mackey<br>Muthiah Gunnerajah<br>Julian Richardson<br>Don Murchie | Staffordshire CC<br>M6 Toll<br>Birmingham CC<br>Solihull MBC<br>Warwickshire CC<br>Northamptonshire CC<br>Highways England<br>London Borough Camden<br>Buckinghamshire CC<br>Buckinghamshire CC<br>Transport for London<br>Herefordshire CC<br>Oxfordshire CC<br>Westminster City Council |
| <b>Invited by Bucks CC:</b>         | Trevor Cocks   | Thames Valley Police  |

| Item |  | Action Owner |
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| 1    | <b>Welcome and introductions</b><br>Introductions were made.   |              |
| 2    | <b>Review of notes and actions from last meeting</b><br><br>Minutes were agreed. <b>Action:</b> Names to be amended on the attendance list before the minutes are put on the web site. | HS2 Ltd      |

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|   | <p>The outstanding actions table was gone through by the Chair and the following additional points raised:</p> <p>Subgroup expressed that last meeting slides had not been circulated. <b>Post meeting note:</b> slides had been circulated on the 17.06.2016 but were recirculated on 05.08.2016.</p> <p>Highways Condition Surveys Methodology. TRL, HS2 Ltd and WCC met on the 20<sup>th</sup> July and will be meeting again on the 10<sup>th</sup> August, joined by Bucks CC. <b>Action:</b> HS2 Ltd to add highways condition survey update to the next meeting agenda.</p> <p>Proformas for Temporary Highways Consents. <b>Action:</b> new deadline set of 31<sup>st</sup> August for comments from Authorities. <b>Post meeting note:</b> proformas were circulated to members on 05.08.2016.</p> <p>Materials and durability. It was agreed that the standard would be discussed at the September meeting. <b>Action:</b> HS2 Ltd to add Materials &amp; Durability standard to September agenda.</p>  | <p>HS2 Ltd</p> <p>Authorities</p> <p>HS2 Ltd</p> |
| 3 | <p><b>Lorry Route Approvals (Schedule 17)</b></p> <p>HS2 Ltd presented slides on the planning regime and Lorry Route Approvals required under Schedule 17 of the HS2 Bill. This included:</p> <ul style="list-style-type: none"> <li>• Explanation of Paragraph 6 and the grounds for consideration</li> <li>• The purpose and content of the Planning Forum Note for Lorry Route Approvals</li> <li>• Anticipated content of the Lorry Route Approval application</li> <li>• Intention to seek comment from Authorities on the note</li> </ul> <p><b>Action:</b> HS2 Ltd to circulate an email seeking comment on the Planning Forum Note.<br/> <b>Action:</b> Authorities to provide comments on the note to HS2 Ltd by 2<sup>nd</sup> September.</p> <p>It was explained that there is no statutory obligation for authorities to consult on applications: this would be at the discretion of the approving authority. HS2 Ltd explained that the Traffic Liaison Groups will also provide forums for discussion.</p> <p>HS2 Ltd made the Subgroup aware of the current discussions which are ongoing with Planning Portal, which will be used for submission of Lorry Route Approvals. Slides presented to Planning Forum are available of the HS2 webpage.</p> | <p>HS2 Ltd</p> <p>Authorities</p>                |
| 4 | <p><b>Guidance note update</b></p> <p>HS2 Ltd advised that guidance notes are in production to cover the following:</p> <ol style="list-style-type: none"> <li>1. Road Safety Audits</li> <li>2. Highway-related Departures</li> <li>3. Technical approval of highway structures</li> <li>4. Bridge maintenance demarcation lines</li> <li>5. Highway boundary considerations</li> </ol>  |  |

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|   | <p><b>Action:</b> HS2 Ltd to circulate draft versions to Subgroup members for comment following an internal review by HS2 Ltd.</p>   | HS2 Ltd  |
|   | <p><b>Action:</b> HS2 Ltd to add the notes to the forward plan as they become available.</p>   | HS2 Ltd  |
| 5 | <p><b>Highways Maintenance Agreement update</b></p> <p>HS2 Ltd updated the Subgroup on the current state of play on the Highways Subgroup and agreed a proposed way forward:</p> <ul style="list-style-type: none"> <li>• Version 16a issued for highway authority comment.</li> <li>• Intention of working group was to highlight those few remaining issues requiring resolution in version 17.</li> <li>• Way forward: working group to meet again to close remaining points out by the end of September and issue version 17.</li> <li>• <b>Action:</b> HS2 Ltd and Authorities to legally review version 17.</li> <li>• Version 18 to become the final template version of the highways maintenance agreement to form the basis for individual agreements with Authorities.</li> </ul>  | HS2 Ltd / Authorities                            |
| 6 | <p><b>Consents and Approvals Procedure – permanent highways works</b></p> <p>HS2 Ltd presented the Consents and Approvals Procedure, which sets out how the Consents and Approvals Strategy will be implemented by HS2 Ltd. This covered:</p> <ul style="list-style-type: none"> <li>• Definitions and document relationships</li> <li>• Roles and responsibilities</li> <li>• Key stages in the consenting process</li> <li>• Flow chart</li> </ul> <p><b>Action:</b> HS2 Ltd to circulate key diagrams in PDF format following the meeting.</p> <p>Chair suggested that the decision point for Highway Authority approvals could be added to the flow chart.</p> <p>OCC agreed to collate comments on the Procedure and flow chart. <b>Action:</b> Authorities to provide comments to OCC by 31st August.</p> <p>BCC requested a flow diagram for lorry route approvals. <b>Action:</b> HS2 Ltd to provide a simple diagram before the next meeting.</p> | <p>HS2 Ltd</p> <p>Authorities</p> <p>HS2 Ltd</p> |
| 7 | <p><b>Specification for Highway Works – input suggestions</b></p> <p>HS2 Ltd invited Authorities to provide any amendments/alterations/additions to the SHW (of common interest for route wide specifications).</p> <p>Action: Authorities to provide comments to HS2 Ltd by 2<sup>nd</sup> September.</p>   | Authorities                                      |
| 9 | <p><b>Forward Plan, Tracker and Programme</b></p> <p>HS2 Ltd presented the forward plan, tracker and programme to the Subgroup. It was</p>   |  |

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|           | <p>confirmed that the next meeting would take place on the 21<sup>st</sup> September in Euston and 9<sup>th</sup> November in Warwick.</p> <p>Authorities asked and HS2 Ltd agreed, that Highways Maintenance Agreement update should be added to forward plan.</p> <p>Authorities asked and HS2 Ltd agreed, that Bridge Design Requirements should be covered before Landscape Design Approach on the forward Plan.</p> | <p>HS2 Ltd</p> <p>HS2 Ltd</p> |
| <b>10</b> | <p><b>AOB</b></p> <p>OCC asked for an update on the client transport issue raised by Bucks CC at the HWSG at start of 2016. <b>Action:</b> HS2 Ltd to provide a post meeting note on the matter.</p>   | <p>HS2 Ltd</p>                |