

## ENVIRONMENTAL HEALTH SUBGROUP of the HS2 PLANNING FORUM

<b>Title:</b>	<b>Environmental Health Subgroup (North and South) Meeting #11</b>	
<b>Date &amp; Time</b>	North and South Meeting Thursday 14 July 2016 1.30 – 3.30 pm One Pancras Square, London	
<b>Chair</b>	Ted Allett	Interim Independent Chair
<b>Promoter Attendees:</b>	Chloe Lewis Leila du Toit Paul Gilfedder Pamela Lowery Hannah Davies	HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd
<b>EHP Attendees:</b>	Peter Carey Somayya Yaqub Michael Jenkins John Penny Bernice Larkin Steve Braund Greg Pilley Julian Smith Helen Masterson Dean Walters Richard Peers Rizwan Yunus Richard Hiscock Muhammad Islam Gareth Davies Claire Parsons Jennifer Barrett	Prospective Independent Chair London Borough of Hammersmith and Fulham Warwick District Council South Northamptonshire Council Solihull Metropolitan Borough Council Chiltern District Council Three Rivers District Council Wycombe District Council London Borough of Camden North Warwickshire Borough Council Staffordshire County Council London Borough of Ealing Aylesbury Vale District Council London Borough of Hillingdon Lichfield District Council Westminster City Council London Borough of Brent

Item		Action Owner
1.	<b>Welcome and introductions made</b>  The Chair welcomed attendees and introductions made.	
2.	<b>Review of notes and actions from last meeting</b>  <u>Review of minutes</u> The Chair asked that the row at the bottom of the attendee list referring to the appendage of the Planning Forum distribution list be clarified. HS2 Ltd will remove this from future minutes.	

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	<p><b>Action:</b> HS2 Ltd to remove the row stating that 'Planning Forum Environmental Health Subgroup distribution list appended to minutes' from the minutes of the May subgroup meeting, and from future minutes of the subgroup.</p> <p>The minutes from the May subgroup were otherwise accepted.</p> <p><u>Review of outstanding actions</u></p> <p>The Chair and Subgroup had been through the action log during the pre-meeting. The Chair asked that all actions in the action log are written so that they are self-contained.</p> <p><b>Action:</b> HS2 Ltd to ensure that actions in the action log are written so that they are self-contained.</p> <p>Comments were made on the following actions:</p> <p>March 2015, item 6: Action to remain open. Complaints handling will be on a future agenda when the Independent Construction Commissioner has been appointed. The Chair noted that the Planning Forum is the best place to track progress on this issue.</p> <p><b>Action:</b> HS2 Ltd to add 'complaints handling' to future agenda once the ICC has been appointed. [Note: in the action log this will be recorded as an update to action number 6 from March 2015].</p> <p>The Prospective Chair asked HS2 to find out the timeframe associated with the appointment of the ICC. HS2 Ltd confirm that they will do this.</p> <p><b>Action:</b> HS2 Ltd to find out when the ICC is likely to be appointed.</p> <p>The Prospective Chair asked that HS2 Ltd provides a general overview on how complaints will be handled.</p> <p><b>Action:</b> HS2 Ltd to provide an overview of how complaints in relation to the project will be handled.</p> <p>The Chair clarified that the Construction Commissioner is the new title for the Complaints Commissioner.</p> <p>March 2016, item 2h: To be discussed under agenda item 6 today.</p> <p>March 2016, item 6b: The Authorities suggested this is raised under agenda item 3 today.</p> <p>May 2016, item 2d: The HS2 Ltd response to the action states that the DfT have confirmed that there is no commitment to carry out a route-wide study. HS2 Ltd clarified that the DfT have confirmed there will be a</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
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	<p>Camden specific study within 6 months of works commencing, and if applicable findings will be applied route-wide. The study is currently confined to Camden due to the scale of the works.</p> <p>The Chair asked that the paragraph describing the study be circulated.</p> <p><b>Action:</b> HS2 Ltd to circulate the paragraph from the Select Committee report which describes the study into construction impacts in Camden. [Note: in the action log this will be recorded as an update to action number 2d from May 2016].</p> <p>The Authorities asked what is considered the start of works in terms of the study, and for how long the study will be carried out. HS2 Ltd confirmed that the length of the study has not yet been decided, and will find out what is considered the start of construction works – Enabling Works or Main Civils works.</p> <p><b>Action:</b> HS2 Ltd to find out what is considered the start of works in terms of the study referred to in para 229 of the Select Committee report.</p> <p>May 2016, item 2f: This action is closed, as it has been covered under the SoE working group.</p> <p>May 2016, item 2g: The Chair suggested this is raised under agenda item 3 today.</p> <p>May 2016, item 6b: The subgroup confirmed that 'DPF' stands for 'diesel particulate filter'. This definition will be added to the action in the action log. HS2 Ltd confirmed that IP31 is expected to be updated by the end of July.</p> <p>May 2016, item 8a: HS2 Ltd confirmed that the aim is for the Community Engagement Framework to be distributed before the Planning Forum next week.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p>
3.	<p><b>LEMP Update</b></p> <p>HS2 Ltd provided an update on the progress of the LEMP engagement meetings with authorities.</p> <p>A total of 9 LEMP meetings have been held, with a further 10 scheduled until end of August. Slough Borough Council (SBC) and Stratford-on-Avon District Council (SDC) have not yet responded. The Authorities suggested that Ben Ellis is the contact for SDC.</p> <p>HS2 Ltd confirmed that LA comments raised at the meetings will be circulated to ensure the comments have been captured correctly.</p>	

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<p>Responses to the comments on the LEMPs will only be circulated once all meetings have been held. The likely timeframe for this is late September.</p> <p><b>Action:</b> HS2 Ltd to circulate responses to comments arising from the LEMP meetings by the end of September 2016.</p> <p>HS2 Ltd stated that the LEMPs are due to be finalised on Royal Assent, and will be available online. The Undertakings and Assurances will also be appended to them. LEMPs will however be edited post RA in instances where circumstances change, for example, new receptors, which alter the existing environmental baseline in some way.</p> <p>The Authorities would like to understand what documents and mechanisms will be available to them post Royal Assent. HS2 Ltd will provide a list of documents which will be available to the authorities and on which the Authorities can expect engagement.</p> <p><b>Action:</b> HS2 Ltd to provide summary of documents that will be available to the Authorities during the project which will provide information relevant to environmental management and issues. The associated timeframes and detail as to the level of influence and engagement that the Authorities can expect will be outlined, if this information is currently known.</p> <p>HS2 Ltd noted that details of the management plans that will be produced are contained in the CoCP.</p> <p>LBHF asked whether the SoE will be appended to the LEMPs. HS2 Ltd confirmed that it would be necessary to go through internal governance.</p> <p>LBC asked when the revised LEMPs will be available. HS2 Ltd confirmed that once all comments on current revisions are received, HS2 Ltd will respond to comments, update the LEMPs accordingly and then issue revised versions to Authorities at Royal Assent.</p> <p>CDC suggested that they are multiple stakeholder docs and therefore HS2 Ltd should consider consulting with multiple stakeholders.</p> <p><b>Post meeting note:</b> HS2 Ltd are consulting with members of the National Environment Forum on the LEMPs. Stakeholders in this forum include Natural England and Defra.</p> <p>The Chair raised action 6b from March 2016, in relation to the data sharing strategy. HS2 Ltd confirmed that the strategy is in internal governance and that it is likely to be issued in August. HS2 Ltd will endeavour to have this on the agenda of next meeting.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p>
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	<p><b>Action:</b> The HS2 Ltd data sharing strategy is to be on the agenda of the September EHO Subgroup meeting. [Note: in the action log this will be recorded as an update to action number 6b from March 2016].</p>	HS2 Ltd
4.	<p><b>Air Quality Update</b></p> <p>HS2 Ltd provided an update on the NO<sub>2</sub> diffusion tube monitoring. There are 103 diffusion tubes currently deployed within Authorities who have provided permission to do so. The locations correspond with locations where significant impacts are predicted in the Environmental Statement and subsequent assessments, as well as background and control locations which are not impacted by HS2 traffic.</p> <p>HS2 Ltd confirmed that the monitoring will carry on until significant effects are not recorded. HS2 Ltd confirmed that relevant Authorities have been consulted on the locations.</p> <p>CDC stated that as the monitoring is only at locations where significant effects were predicted in ES, that this does not include any monitoring outside of London, and does not account for locations where predictions were slightly under the threshold of significance.</p> <p>The Chair asked about the Kings College dust monitoring study. HS2 Ltd stated that a meeting will be set up to present findings to Authorities, and that a commitment to use trigger levels has not yet been made.</p> <p>LBC asked for clarification on dates, HS2 Ltd confirmed that they will be in touch with dates for presentation.</p> <p><b>Action:</b> HS2 Ltd to provide dates to Authorities for the presentation of findings of the Kings College study into dust monitoring.</p>	HS2 Ltd
5.	<p><b>Feedback from Statement of Expectations workshop</b></p> <p>CDC led this item.</p> <p>The meeting was held 28<sup>th</sup> June. Key outcomes were as follows:</p> <ul style="list-style-type: none"> <li>- The document is to be called the 'HS2 Phase One S61 Guidance Document'</li> <li>- This is developed collaboratively through the SoE Subgroup, reporting back to the EHO subgroup</li> <li>- The document is owned by HS2 Ltd and will be ready for the MWCC and MWSC.</li> <li>- The next meeting is scheduled for 15<sup>th</sup> September.</li> <li>- A draft of the document will be ready for next EHO Subgroup.</li> </ul> <p>It was confirmed that the guidance document is the new SoE, which the</p>	

	<p>LAs requested be appended to the LEMP.</p> <p>LBHF stated that it would be helpful for there to be a clause asking that HS2 Ltd requires its Contractors to take account of the guidance.</p> <p><b>Action:</b> CDC to circulate the assurance text in relation to the SoE.</p>	CDC
6.	<p><b>Information Paper E23: Noise Insulation and Temporary Relhousing Policy – comments by Authorities</b></p> <p>The Chair clarified that these are Authorities comments on HS2 Ltd.'s response. These comments were provided to HS2 Ltd during the meeting, therefore the level of detail to the discussion was limited.</p> <p>LBC led this item.</p> <p>LBC stated that the majority of the comments by HS2 Ltd state that the content suggested by Authorities is not appropriate for inclusion in E23, but will be communicated in other ways.</p> <p>HS2 Ltd confirmed that a glossary of definitions has been prepared, based on Authorities' feedback and will be included as appendix C to E23. However, HS2 Ltd confirmed that the noise insulation and temporary rehousing policy FAQs will not be included in E23 but communicated in other ways.</p> <p>The approach to FAQs on the NITR policy, which was recently taken in Camden, was to develop a separate FAQ document which was delivered to affected residents. LBC confirmed that two sets of FAQs were sent to Camden residents, a generic one and one specific to Camden issues.</p> <p>LBC asked whether the FAQs form a legal commitment. HS2 Ltd stated that FAQs are not commitments, however IPs contain commitments which are then included within the Undertakings and Assurances register. LBC raised concern that detail contained in the FAQs are not commitments, and would rather they were contained as appendix to E23, where they would be a commitment.</p> <p>AVDC added that the FAQs may need to be developed post RA, however that E23 will be fixed.</p> <p>HS2 Ltd stated that they will discuss the approach to FAQs with HS2 stakeholder teams and provide a response on why the FAQs will not be added to IP E23. HS2 Ltd will provide an answer on the principle of the approach.</p> <p><b>Action:</b> HS2 Ltd to provide a response on why FAQs on the noise</p>	

	<p>insulation and temporary rehousing policy are not proposed to be included in IP E23. HS2 Ltd to provide the Authorities with an indication on when a response on this will be likely.</p> <p>It was noted that dialogue will continue over the summer between HS2 Ltd and the Authorities on this issue.</p>	HS2 Ltd
7.	<p><b>HS2 Update</b></p> <p>HS2 Ltd provided an update on procurement timeframes:</p> <ul style="list-style-type: none"> <li>- MWCC due to be appointed Q1 2017</li> <li>- EWC due to be appointed in September 2016</li> <li>- MWSC procurement pushed back as the procurement strategy is still being established. HS2 Ltd confirmed appointment will likely be in 2017, however there is no indication of the revised timeframe yet.</li> </ul> <p>HS2 Ltd provide detail of the contract split:</p> <ul style="list-style-type: none"> <li>- EWC contractors: <ul style="list-style-type: none"> <li>o Framework contract</li> <li>o Once contractor per HS2 Ltd area</li> <li>o They will be a management contractor who will tender packages of work.</li> <li>o They will be in place 2017 – 2019, and conduct site clearance and site preparation activities.</li> </ul> </li> <li>- MWCC contractors: <ul style="list-style-type: none"> <li>o There are 7 packages, therefore up to 7 contractors</li> <li>o Will be undertaking stage 1 design when appointed next year</li> </ul> </li> <li>- MWSC contractors: <ul style="list-style-type: none"> <li>o There will be 4 packages, corresponding to one for each station</li> </ul> </li> </ul> <p>The Prospective Chair asked who will be writing the S61s, will it be the principal contractors or the sub-contractors. HS2 Ltd confirmed that although preference is for principal contractor to undertake this work, it is currently going through internal governance.</p> <p>LBC asked who the principal contractors are. HS2 Ltd confirmed these will be the MWCC and the MWSC contractors.</p> <p>The Chair clarified that there may be a nominated undertaker such as Network Rail for on-network works. HS2 Ltd confirmed that although this is possible, that no decision has been made on this yet.</p> <p><u>House of Lords Select Committee Update</u></p> <ul style="list-style-type: none"> <li>- 7<sup>th</sup> July the Chairman of the Select Committee stated that in the absence of an instruction from the House, the Committee would</li> </ul>	

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	<p>not hear arguments for measures that would require an AP.</p> <p>The Chair asked for House of Lords recess dates. HS2 Ltd confirmed the House:</p> <ul style="list-style-type: none"> <li>- rises for summer recess 21<sup>st</sup> July, House returns 5<sup>th</sup> September, 2016.</li> <li>- rises for Conference 15<sup>th</sup> September, returns 10<sup>th</sup> October 2016.</li> <li>- rises for Christmas recess 20<sup>th</sup> December 2016, House returns 9<sup>th</sup> January 2017.</li> </ul> <p>The Chair commented that the House of Lords Select Committee may sit through some recesses.</p>	
8.	<p><b>Forward Plan</b></p> <p>The Chair suggested that the Planning Forum slides are used in future for this agenda item.</p> <p>Future agenda items were discussed. The following were suggested agenda items for the next subgroup meeting:</p> <ul style="list-style-type: none"> <li>- LEMP update</li> <li>- Complaints Process</li> <li>- Community Engagement Framework</li> <li>- Document plan</li> <li>- S61 guidance feedback</li> <li>- Data sharing strategy feedback</li> <li>- E23 policy</li> <li>- Air Quality update including Kings College Study</li> </ul> <p>The next meeting is on 15<sup>th</sup> September, starting at 13.30 pm (pre-meeting to start at 12.00) at the same venue. It was confirmed that the meeting invite has not yet been sent out.</p> <p><b>Post Meeting Note: Next meeting now proposed on 6<sup>th</sup> September at The Euston Office, One Euston Square NW1 2FD.</b></p> <p>The following meeting is suggested provisionally for the 3<sup>rd</sup> November at the same venue.</p>	
9.	<p><b>Single Point of Contact Review</b></p> <p><b>Action:</b> HS2 Ltd to circulate table of Environmental SPOCs with minutes for review and update. Names only to be included (contact details to be removed including telephone number and email address)</p> <p>The Chair suggested that terminology is altered so that the SPOC is the Planning Forum contact, and the Subgroup contacts are the</p>	HS2 Ltd

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	Environmental, Highways and Heritage Contacts respectively.	
10.	<p><b>AOB</b></p> <p>CDC asked whether the intention is to invite rural and urban authorities to the meeting on dust monitoring and the Kings College research. HS2 Ltd confirmed that all authorities along the route will be invited to attend.</p> <p>LBC asked in relation to the Independent Advisory Service, and the advice that will be provided to residents. Although LBC are leading on the petition of this issue, LBC feel that this is a route-wide issue. HS2 Ltd will confirm the position on route-wide independent advice.</p> <p><b>Action:</b> HS2 Ltd to confirm the route-wide position in relation to the provision of independent advice to residents. [Note: in the action log this will be recorded as an update to action number 2h from March 2016].</p> <p>HS2 Ltd gave thanks to Ted for chairing the Sub-group meetings, and welcomed Peter as the new Chair.</p>	HS2 Ltd