

HIGHWAYS SUB-GROUP of the HS2 PLANNING FORUM

Title:	Phase 1 Planning Forum Highways Sub-Group (North and South) #5	
Date & Time	<p>North and South Meeting</p> <p>Wednesday 25th March 2015</p> <p>2:00 – 5:00 pm: Highways Subgroup Meeting</p> <p>Warwick Hilton Stratford Rd Warwick CV34 6RE</p>	
Chair	Ted Allett	Independent Chair
Promoter Attendees:	<p>Phil King</p> <p>Richard Adam</p> <p>John Woodhouse</p> <p>Peter Tomlin</p> <p>James Fearnley</p> <p>Adam Ruane</p> <p>Su Arnall</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>Department for Transport</p>
Highway Authority Attendees:	<p>Steve Braund</p> <p>Martin Steward</p> <p>Paul Hillman</p> <p>Sarah Widdows</p> <p>Alex Day</p> <p>Don Murchie</p> <p>Bob Eeles</p> <p>Muthiah Gunarajah</p> <p>Adrian Malcom</p> <p>Keith Davenport</p> <p>Chris Simpson</p> <p>Andrew Savage</p> <p>Lee Palser</p> <p>David Grindley</p>	<p>Chiltern District Council</p> <p>Highways Agency</p> <p>Highways Agency</p> <p>Buckinghamshire County Council</p> <p>Buckinghamshire County Council</p> <p>Westminster City Council</p> <p>Oxfordshire County Council</p> <p>Hertfordshire County Council</p> <p>London Borough of Camden</p> <p>Warwickshire County Council</p> <p>Warwickshire County Council</p> <p>Warwickshire County Council</p> <p>Staffordshire County Council</p> <p>Northamptonshire County Council</p>
<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	

HIGHWAYS SUB-GROUP of the HS2 PLANNING FORUM

	<p>Authorities confirmed they were happy with the draft minutes from previous meeting. Minutes were agreed with no changes.</p> <p>The outstanding actions table was gone through by the Chair and the following additional points raised:</p> <p>Feb 15 Item 3. LB Camden asked whether the revised CoCP can be circulated prior to the feedback session on CoCP in June.</p> <p>Action: HS2 Ltd noted this and will provide clarification at the next meeting on what can be shared with the Subgroup.</p> <p>Feb 15 Item 3: HS2 Ltd explained the TFL had confirmed that they had no additions to the authorities' consolidated CoCP comments.</p> <p>Feb 15 Item 6: HS2 Ltd informed the Subgroup that Information Paper updates cannot be automatically provided to authorities as the GOV.UK website does not have the facility. HS2 Ltd advised that this issue should be elevated via Planning Forum if it is still a concern for authorities.</p>	HS2 Ltd
3	Permanent Works	
3.1	<p>Permanent Works</p> <p>HS2 Ltd presented information on Bill provisions set out in Schedule 4 (Highways) and Schedule 31 (Protective Provisions). The following clarifications were sought by authorities:</p> <p>Northamptonshire CC enquired as to the procedure for small elements of highways works and the issuing of certificates. HS2 Ltd explained that the Subgroup was the appropriate forum to discuss a sensible approach to certification at a later date.</p> <p>Buckinghamshire CC asked where inspection and access matters are covered. HS2 Ltd noted that it is covered in the Bill (Schedule 31, Part 1, Para 8) and would be subject to discussion at the Subgroup at a later date.</p> <p>Northamptonshire CC expressed that for complex structures such as bridges, 28 days might be considered too short to turn around a decision. HS2 Ltd explained the pre-application discussions should ensure that the authorities are suitably informed to make decisions within the timescales specified by the Bill.</p> <p>HS2 Ltd noted that a service level agreement will be put in place to appropriately agree resourcing arrangements, and this will be discussed at the Subgroup at a later date.</p>	

HIGHWAYS SUB-GROUP of the HS2 PLANNING FORUM

	<p>Highways Agency enquired as to what is meant by “approval” and whether authorities are expected to carry liability for approving design and at what level. Warwickshire CC also expressed that level of responsibility is not clear in relation to approvals.</p> <p>Action: HS2 Ltd to seek clarification on the above for the next meeting.</p> <p>Chair asked where the commitment to pre-application discussions is made.</p> <p>Action: HS2 Ltd to seek clarity on the matter and report back at the next meeting.</p> <p>Hertfordshire CC asked how temporary structure approvals process will work. HS2 Ltd explained that this topic will be covered at a later date at the Subgroup.</p> <p>Highways Agency enquired about the protective provisions in place in relation to tunnelling and existing piles. HS2 Ltd referred to the protective provisions regarding damage to the highway (Schedule 31, Part 1, Para 15).</p> <p>Northamptonshire CC asked whether the Party Wall Act has been disapplied.</p> <p>Action: HS2 Ltd to seek clarity on the matter and report back at the next meeting.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
3.2	<p>Feedback on Rural Roads Design Criteria</p> <p>HS2 Ltd presented information on the Rural Roads Design Criteria (RRDC), including:</p> <ul style="list-style-type: none"> • General background on the document • Status of the design criteria • High level summary of comments provided by authorities <p>The following clarifications were sought by authorities:</p> <p>Hertfordshire CC asked whether HS2 will be fencing roads. HS2 Ltd clarified that fencing would be subject to approval under Schedule 16; other fencing associated with the highway would usually be the responsibility of the landowner.</p> <p>Warwickshire CC asked what the legal status of the RRDC is, especially in relation to accidents.</p> <p>HS2 noted that the Design Manual for Roads and Bridges (DMRB) is</p>	

HIGHWAYS SUB-GROUP of the HS2 PLANNING FORUM

	<p>primarily applicable to motorways and trunk road schemes, is not mandatory for local highway authority roads and was never intended to address many of the considerations relating to minor rural roads. Other relevant guidance, such as Manual for Streets (also not mandatory), also does not cover minor rural roads in any detail. However, some elements of the DMRB, Manual for Streets, etc. are still relevant and are thus included in the RRDC. All permanent road layouts would be subject to highway authority approval under Schedule 4 of the hybrid Bill and would be subject to Road Safety Audits to ensure safe design.</p>	
4	<p>Permanent highways maintenance update Information Papers Update</p> <p><i>Information Paper E14</i> HS2 Ltd provided an update on Information Paper E14. It was noted that the paper has been updated broadly in accordance with the detail provided at meeting #4 and is ready for publication. The publication of the paper is currently pending.</p> <p>Northamptonshire CC enquired as to why ownership is included in Information Paper E14 and not E28. HS2 Ltd explained that this is due to the structure of the Bill.</p> <p>HS2 Ltd clarified that due to Purdah the paper may not be published until after the general election in May, but if the paper is published prior to Purdah it can be circulated to the Subgroup.</p> <p>Action: HS2 Ltd to circulate the updated Information Paper E14 with the minutes if published before Purdah.</p> <p>POST MEETING NOTE: The updated Information Paper E14 was not published before Purdah.</p> <p><i>Information Paper E28</i> HS2 Ltd informed the Subgroup that a draft version of Information Paper E28 would be circulated at the meeting for comment, followed by an electronic version following the meeting.</p> <p>POST MEETING NOTE: An email was sent to all attendees of the Subgroup on 26th March 2015 with the electronic version of E28 and clarified that authorities should refer to this version as it contained tweaks to wording not included in the paper version handed out in the meeting.</p> <p>Highways Agency questioned whether E28 refers to the strategic road network. HS2 Ltd explained that the paper does not distinguish between</p>	HS2 Ltd

	<p>strategic and non-strategic roads and is relevant to all authorities.</p> <p>Highways Agency asked whether E28 refers to retaining walls, structures etc. HS2 Ltd clarified that the paper does reference these matters under 'maintenance agreements' but noted that boundary lines and interfaces for more bespoke 'individual structures' may be approached in individual maintenance agreements with authorities.</p> <p>Highways Agency asked what approach would be taken to highways maintenance in instances where there is a new road over an existing highway. HS2 Ltd noted this point and expressed that more thought is required for such scenarios and noted that potential future updates to E28 may be used to provide clarification.</p> <p>Chiltern DC expressed that HS2 Ltd should consider the draft highways maintenance agreement circulated by Warwickshire CC.</p> <p>HS2 Ltd explained that the purpose of seeking comment on Information Paper E28 is to set out high level principles and seek common ground.</p> <p>Chair asked the Subgroup to focus on the main sections of the maintenance agreement tabled by Warwickshire CC and not the detail, using E28 to compare points of principle to be factored into any comments.</p> <p>HS2 Ltd asked authorities to consider and comment on E28 for the next meeting and for authorities to use the Warwickshire CC agreement to frame comments on E28.</p> <p>HS2 Ltd stated that it was very early to be considering legal text of maintenance agreements a considerable time before they will need to be put in place and that agreeing the principles set out in draft Information Paper E28 is the best approach.</p> <p>Action: Warwickshire CC agreed to collate the authorities' comments on E28 for the next meeting.</p> <p>Action: Warwickshire CC were also to collate comments and send version 6 of the revised maintenance agreement to HS2 Ltd once ready.</p> <p>Action: HS2 Ltd agreed to undertake an initial review of the Warwickshire CC highways maintenance agreement once the latest version is received and feedback on this and authorities' comments on E28 in meeting #7.</p>	<p>Warks CC</p> <p>Warks CC</p> <p>HS2 Ltd</p>
5	<p>AOB</p> <p>Ground Investigation Update</p>	

HIGHWAYS SUB-GROUP of the HS2 PLANNING FORUM

	<p>Ground investigations are to be undertaken pre-election as follows: Camden – GPR moving vehicle surveys (post-meeting note, this includes lifting utility covers to photograph chambers) Birmingham – Bromford Tunnels area (not on highways, but some investigations will be on HA land)</p> <p>Other Matters LB Camden informed the Subgroup that the Crossrail 'lessons learnt' document may be of interest and offered to circulate a copy of the November 2014 version. Authorities were in agreement that this should be circulated. Action: LB Camden to circulate before next meeting.</p> <p>Highways Agency and Warwickshire CC noted that a visit had taken place to the Highways Agency ATIS facility, and that the matter of Automated Traffic Management Systems should be a future agenda item at the Subgroup, to share information.</p> <p>Chair asked whether the above is a route wide matter to be discussed at the Subgroup. Warwickshire CC explained that it is a sub-regional matter but might be relevant to other areas along the route. Highways Agency noted that they believed Select Committee had highlighted the matter to be discussed at the Subgroup.</p> <p>Action: HS2 Ltd noted the above and will take the matter away to clarify at the next meeting.</p>	<p>LB Camden</p> <p>HS2 Ltd</p>
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