

MEETING MINUTES

HS2 Colne Valley Regional Park Panel

Meeting Date / Time:	20 April 2016
Meeting Location:	South Bucks District Council Office Capswood, Oxford Road, Denham
Meeting Type:	Panel Meeting #5
Organisations in Attendance:	Buckinghamshire County Council (BCC), Bucks, Berks and Oxfordshire Wildlife Trust (BBOWT), Chiltern District Council (CDC), Department for Transport (DfT), Environment Agency (EA), Colne Valley Park Community Interest Company (CVP CIC), Hertfordshire County Council (HCC), Herts and Middlesex Wildlife Trust (HMWT), London Borough of Hillingdon (LBH), London Wildlife Trust (LWT), Natural England (NE), South Bucks District Council (SBDC), Three Rivers District Council (TRDC) & HS2 Ltd

Attendees:	Title, Organisation
Jackie Copcutt (JC)	Buckinghamshire County Council (BCC),
Jane Griffin (JG)	Principal Planner, SBDC and CDC
Jenny Foster (JF)	Senior Planning Officer, HCC
Jerry Unsworth (JU)	Planning Consultant to SBDC and CDC
Jim Barclay (JB)	Independent Chair
John Woodhouse (JW)	Town Planner, HS2
Julie Hughes (JH)	Tbc, Three Rivers District Council
Josie Allen (JA)	Natural England
Katrina White (KW)	Panel Advisor, HS2 Ltd
Mathew Frith (MF)	Director of Conservation, LWT
Martin Knight (MK)	Independent Design Panel representative, Knight Architects
Paul New (PN)	Senior Interface Manager, HS2 Ltd
Peter Simons (PS)	Senior Planning Officer (Transport and Policy), TRDC
Phil King (PK)	Senior Town Planning Manager, HS2 Ltd
Robin Jones (RJ)	Consultant on behalf of Groundwork / CVP CIC
Roy Stokes (RS)	Project Manager, EA
Stewart Pomeroy (SP)	Colne Valley Managing Agent, Groundwork / CVP CIC
Tom Day (TD)	Head of Living Landscapes, HMWT
Apologies:	Darl Sweetland (BCC), Jales Tippell (LBH) and Ian Thynne (LBH)

Item	Title	Action/ Owner
A.	Welcome and Introductions	
B.	Review minutes and actions of meeting #4 – March 2016	
	1. Update: The competition winners of the future railways overhead electric line competition have now begun to prepare a prototype for scheme. Winning designs can be found on Internet as confirmed by Martin Knight.	

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	<p>2. The Rail Safety and Standards Board (RSSB) will be issuing press release.</p> <p>Outstanding Actions:</p> <p>3. The detailed presentation on design development with timelines and details of process over next 2 years is to be presented at Panel meeting #6 (8 June) and should focus heavily on viaduct design (2 March action 5).</p> <p>4. Comments on bridge design requirements to be another focus for 8 June meeting.</p> <p>5. Confirmation as to when the Panel can expect to see changes as an output and the impact on SSSI (2 March action 13), information still being sought by HS2 and will be circulated once confirmed.</p> <p>Action/s:</p> <ul style="list-style-type: none"> • Keep item on action list/agenda for foreseeable future for updates (update on 'overhead line design competition') • Martin Knight will chase press release and share with Panel when available • MOUs to be signed by Panel members in order to claim reimbursement • Action tracker produced for the meeting will now be circulated with minutes 	<p>HS2 Ltd</p> <p>MK</p> <p>ALL</p> <p>HS2 Ltd</p>
C.	<p>Report back on the Bridge Design Requirements</p> <p>6. HS2 will continue to ensure that this is an inclusive and open process.</p> <p>7. Civil works contract should go out to tender shortly, HS2 will continue to engage with the Panel on this.</p> <p>8. HS2 recognise sensitivity around the ecological and environmental issues and intend to create habitat and respond positively.</p> <p>9. All design panels have had an ecological expert/s attend to date.</p> <p>10. Design panel meetings are currently confidential but Martin Knight's attendance at CVRP panel will enable information to be shared both ways.</p> <p>11. The Bridge Design Requirements (BDR) Document is generic. The majority of the points/ comments made relate to the need for a parallel Colne Valley viaduct 'requirements' document and concern to avoid standard line-wide approaches that inhibit design creativity within the Colne Valley</p> <p>12. The BDR is not binding on local authorities; which will be able to seek changes to certain designs within the grounds set out in Schedule 17 of the Bill. Although, for reasons of good design and consistency, HS2 would aspire to achieve some design uniformity along the route to all HS2 structures to be discernible in the future.</p> <p>13. It is agreed that any architect appointed to design the viaduct would need to look at the viaduct in context (taking into consideration all ecological, environmental and aesthetic issues).</p> <p>14. Letter from Michael Hurn 30 March 2016 should hopefully have answered some of the more generic questions.</p> <p>15. The CV viaduct is acknowledged as one of the key structure along the route and something HS2 would be recognised for.</p> <p>16. The BDR will be amended, taking into account the comments received from the Panel.</p>	

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	<p>17. Enabling Works Contract has already gone out to tender.</p> <p>18. Panel members were collectively of the view that a separate bespoke/specific design approach document for the CV viaduct would prove beneficial and this should set out locally specific considerations and processes.</p> <p>19. Panel would like to see a lot more detail around the design aspirations of the Viaduct before the appointment of the design and build team.</p> <p>20. Understanding the source of noise and more about the rolling stock etc before establishing what kind of noise barriers could be used/needs to be used as we do not want to 'over-prescribe'. The 8 June meeting should begin to look at these things.</p> <p>Action/s:</p> <ul style="list-style-type: none"> • HS2 Ltd to circulate presentation after the meeting. • HS2 Ltd to circulate its detailed responses to comments received on the BDR prior to the 8 June meeting • HS2 Ltd to summarise HS2 Ltd's environmental and sustainability specifications that, together with the BDR will influence the design of the viaduct. • HS2 Ltd to send links to page on HS2 website which lists the names and expertise of the various Design Panel members. • HS2 Ltd to recirculate letter from Michael Hurn 30 March 2016 referred to above • HS2 Ltd to report back to next meeting, if possible, to confirm whether it will produce a bespoke document setting out design aspirations for the Colne Valley Viaduct or whether it will create a section in the BDR • HS2 Ltd to share more information on procurement (particularly relating to the CV Viaduct) at June meeting. • HS2 Ltd to consider a session with some experts to discuss noise barriers etc. for a better broader understanding of the options available 	<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>HS2 Ltd</p> <p>HS2 Ltd</p>
D.	<p>Communications Approach</p> <p>21. Panel are keen to know how informed the local community are on the existence of the Panel and any questions being asked by public and plans to communicate information going forward.</p> <p>22. A discussion took place on the benefit of producing a newsletter or similar that would detail the outputs and work of the Panel.</p> <p>Action/s:</p> <ul style="list-style-type: none"> • HS2 Ltd to re-circulate the Colne Valley Communication Approach document • HS2 Ltd to check to see if any questions were raised at the Denham event on the 16 April relating to the Panel • HS2 Ltd to add the 'communications approach' as a standard item on the agenda to allow panel members the opportunity to raise any issues/questions raised and agree response. • Members to consider a few pages with Q&A re Panel and pointing to page on website whether everything is documented 	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>ALL</p>

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	<ul style="list-style-type: none"> Chair to take lead on newsletter or communications approach re. Panel and its role, discussions had etc. (use local ways of communicating, involving local MP's). 	CHAIR
E.	<p>HS2 Ltd updates</p> <p>23. Advert for Programme Manager has gone live 24. Petitioning for HoL closed Monday 18 April (approx. 600+ petitions) (Post meeting note – the final number of petitions is 821)</p> <p>Action/s:</p> <ul style="list-style-type: none"> HS2 Ltd to circulate dates re. HoL Select Committee when available HS2 Ltd to confirm venue and timings of the June 8 meeting and confirm dates for meetings after the June 8 to end of year (assuming 6 weekly intervals) 	HS2 Ltd HS2 Ltd
F.	<p>Additional Mitigation Plan/Mitigation Areas – Commissioning Consultants (Part1)</p> <p>25. Discussion took place on the document circulated by Stewart Pomeroy prior to the meeting. 26. HS2 Ltd advised that the Panel should look at the CT-06 maps to establish where the Panel would apply additional mitigation. It was noted that the Bill plans showed both permanent and temporary land take. 27. Panel collectively took the view that once areas have been chosen by the Panel as being suitable for additional mitigation spend - it will need to be clearly documented how have these areas were selected/identified. 28. It was agreed that the Panel should encourage HS2 to consider adopting the overarching principles when carrying out all manner of mitigation. 29. Reference made to the 'Landscape Design Approach' in the assurances made to South Bucks DC.</p> <p>Action/s:</p> <ul style="list-style-type: none"> Confirmation on the removal of the Heathrow Spur Panel members to send brief bullet points to SP to allow him to collate (re. petition items/committee points raised) by end of w/c 25 April 2016 Final version to be circulated Friday by SP. Only relevant comments to be made, if no comments assume acceptance 	HS2 Ltd ALL SP
G.	<p>Additional Mitigation Plan/Mitigation Areas – Commissioning Consultants (Part2)</p> <p>30. Discussion took place on the 'Brief for consultants' doc shared by Robin Jones prior to the meeting. 31. RJ highlighted the need for the selection criteria to be agreed e.g. that consultants would need an understanding of land management principles. 32. 5 consultants would be selected for a closed tender exercise and couple of reserves to be selected. 33. It was considered that the brief should include a caveat requesting declaration if the consultancy has worked on the Colne Valley for/with HS2 before. 34. It was agreed that Chair should sign off the Brief. 35. Aim to have consultants in place by next meeting on 8 June.</p>	

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	<p>Action/s:</p> <ul style="list-style-type: none"> • HS2 Ltd to send Robin a few lines stating that HS2 will be sharing proposed works in illustrative plans soon showing original mitigation plans for the Colne Valley (HB & APs) and why by Friday 22 April. (HS2 Ltd has already commissioned) • All members to email Robin any points of detail to be changed/reworded by Friday 22 April • Stewart and Peter to merge the 3 overlapping concepts (pg3) onto the one plan by Friday 22 April 2016 • Stewart, Jim and Robin to discuss and agree weightings on behalf of the panel • Members to create a selection panel. Members for this panel should nominate themselves to RJ ASAP (suggestion that a HS2 rep should be on the panel and a rep from each LA) • Potential panel members should plan to keep the w/c 23 May free in order to assess tenders • Robin, Jane and Jim to work out how best to handle (will be processed through South Bucks and so will need to be compliant with their processes) 	<p>HS2 Ltd</p> <p>ALL</p> <p>SP & PS</p> <p>SP, JB & RJ</p> <p>ALL</p> <p>ALL</p> <p>RJ, JG & JB</p>
H.	AOB	
I.	<p>Date of Next Meeting</p> <p>36. Next meeting:</p> <p>a) Agree set of criteria for prioritising and selecting comments; remember all will be scrutinised</p>	

Next meeting: Wednesday 8 June, 2016, from 10.00am. Venue & address TBC