

ENVIRONMENTAL HEALTH SUBGROUP of the HS2 PLANNING FORUM

Title:	Environmental Health Subgroup (North and South) Meeting #14	
Date & Time	Routewide Meeting Thursday 19 th January 2017 12.30 – 15.30 pm One Pancras Square, London	
Chair	Peter Carey	Independent Chair
Promoter Attendees:	Chloe Lewis Michael Shanks Anthony Coumbe Neil Wait Paul Gilfedder Andrew Medley Hannah Davies Susie Robinson Leila du Toit Kat Stanhope Tim Robins Rob Lockwood Hannah Rich Phil Bailey Catherine Morby Jamie Bardot	HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd CSJV CSJV LMJV LMJV Fusion
EHP Attendees:	Somayya Yaqub John Penny Steve Braund Julian Smith Helen Masterson Dean Walters Rizwan Yunus Richard Hiscock Dominic Towey Greg Pilley Michael Jenkins Oliver Spratley Alastair Carlin Claire Parsons Jack Twomey Gareth Davies	London Borough of Hammersmith and Fulham / Royal Borough of Kensington and Chelsea South Northamptonshire Council Chiltern District Council Wycombe District Council London Borough of Camden North Warwickshire Borough Council London Borough of Hammersmith and Fulham / Royal Borough of Kensington and Chelsea Aylesbury Vale District Council Solihull Metropolitan Borough Council Three Rivers District Council Warwick District Council Oxfordshire County Council London Borough of Hammersmith and Fulham / Royal Borough of Kensington and Chelsea Westminster City Council Lichfield District Council Lichfield District Council

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Item		Action Owner
1.	<p>Welcome and introductions made</p> <p>The Chair welcomed attendees and introductions were made.</p>	
2.	<p>EWC CMO Introductions</p> <p>LBC asked whether copies of presentations could be provided with the minutes of the meeting. HS2 confirm that copies of all presentations will be provided with the meeting minutes.</p> <p>The Enabling Works Contractors for each Area provided an introduction presentation to the team and the key activities they will be undertaking over the next 6 months. The Enabling Works Contractors for the Areas are as follows: Costain Skanska Joint Venture (CSJV) for Area South, Fusion (formed from Morgan Sindall, Bam Nuttall, and Ferrovial Agroman Joint Venture) for Area Central, and Laing O’Rourke and J. Murphy & Sons Ltd Joint Venture (LMJV) for Area North.</p> <p>LBC asked whether the intention is to do similar presentations to individual Local Authorities, especially those where there are lots of early works being undertaken. HS2 Ltd agreed that this is the intention.</p> <p>LBHF asked if the Enabling Works Contract covers Euston only for Area South. HS2 Ltd confirmed that the contract covers the whole of Area South, to Harvil Road in Hillingdon.</p> <p>The Chair asked when the contracts finish. HS2 Ltd confirmed that the contracts are for a period of four years with an optional two year extension.</p> <p>LBC asked whether communications will be managed by HS2 Ltd or the EWC going forwards. HS2 Ltd responded that it will be a joint effort – HS2 Ltd will oversee communications however the EWC will be undertaking much of the work. The Chair noted that residents will effectively not be able to differentiate between HS2 Ltd and the contractors. HS2 Ltd agreed, and noted that the HS2 Helpline is run by HS2 Ltd.</p> <p>The Chair asked when engagement with Authorities will begin. HS2 Ltd and the EWC confirmed that communication will be before works start in the respective areas, and in some locations, this communication has already started.</p> <p>LBC asked whether the joint ventures are legal entities in relation to the serving of notices. CDC added that this should be considered in the S61</p>	

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	<p>guidance document. WCC requested that a response to this be provided as soon as possible due to the volume of upcoming early works.</p> <p>Action: HS2 Ltd to provide clarification on whether the EWC Contractors who are joint ventures are considered legal entities in relation to the serving of notices. HS2 Ltd to endeavour to provide a response to this before the next meeting.</p> <p>The Authorities and the Chair thanked the EWCs for coming and presenting. The EWCs then left the meeting.</p> <p>LBC asked whether the terms of the EHO Subgroup meeting are going to be revisited as it may be appropriate for the EWCs to attend in future. HS2 Ltd confirm that it is the intention to discuss the terms of reference for the meeting.</p> <p>The Chair asked about the status of 100 day plan discussed at a previous meeting. HS2 confirmed that the 100 day plan started at contract award, and that all EWCs are currently in the 100 day plan.</p> <p>HS2 Ltd noted that all of the contracts are NEC Option F contracts, which are management contracts, and that the EWCs will need to tender works for each package.</p> <p>The Chair asked whether the EWC will be responsible for the Schedule 17 consents. HS2 Ltd confirm that they are responsible for preparing input for these consents with HS2 Ltd sign off.</p>	<p>HS2 Ltd</p>
<p>3.</p>	<p>Review of notes and actions from last meeting</p> <p><u>Review of action log</u></p> <p>The Chair noted that the action log was reissued with some changes prior to the meeting.</p> <p>The Authorities queried why some actions had been closed when the issue remains open. HS2 Ltd responded that issues can remain open while the individual actions are closed.</p> <p>The following comments were made on outstanding actions:</p> <p><u>Action 2h from March 2016:</u> HS2 Ltd noted that the text that was added to the action log is the final position put forward in relation to the provision of independent advice. The Authorities noted that they are not happy with the response and do not support the notion that the EMRs and SoS is the route for gaining independent advice as this is intimidating for residents. The Authorities noted that they understand that the terms of reference of the</p>	

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<p>The Chair asked that HS2 Ltd provide more clarity on this issue by the next meeting. LBC asked if LA or community representation on the panel might be possible. HS2 Ltd confirmed that there is a board paper being prepared at HS2 Ltd and no further is known at the moment.</p> <p><u>Action 7a from September 2016:</u> Action was agreed as closed as it is to be picked up during the agenda.</p> <p><u>Action 12a from September 2016:</u> Action was agreed as closed. HS2 Ltd noted that the update is currently going through internal governance and will be re-circulated once through governance. CDC asked whether there will be changes made to the CoCP that the Authorities haven't seen before. HS2 Ltd confirmed that the content has not been changed, and the update consists of minor changes such as formatting and typos. CDC asked that a track changed document can be circulated. HS2 Ltd noted that they will need to ask the permission of the DfT before committing to this.</p> <p>Action: HS2 Ltd to seek permission from the DfT to circulate a track changed version of the CoCP to the EHO Subgroup.</p> <p><u>Action 3a from November 2016:</u> The Chair noted that as the Planning Forum Chair is no longer routinely attending the EHO Subgroup that this action is now transferred to them. The Chair noted that this item will be discussed at the next Subgroup when the Interim Commissioner is in attendance.</p> <p><u>Action 4a from November 2016:</u> Action was agreed as closed.</p> <p><u>Action 4b from November 2016:</u> The Authorities noted that they have no suggestions for document missing from the tracker and therefore the action was agreed as closed.</p> <p><u>Action 5a from November 2016:</u> Action was agreed as closed.</p> <p><u>Action 5b from November 2016:</u> Action was agreed as closed.</p> <p><u>Action 6a from November 2016:</u> Action was noted as being picked up on the agenda.</p> <p><u>Action 7a from November 2016:</u> Action was agreed as closed as is on the agenda of the meeting.</p> <p><u>Action 7b from November 2016:</u></p>	HS2 Ltd
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	<p>Action was agreed as closed.</p> <p><u>Action 8a from November 2016:</u> HS2 Ltd confirmed that all third parties operating on behalf of HS2 will be showing the HS2 Helpline number post RA. Action closed.</p> <p><u>Action 12a from November 2016:</u> The Chair noted that he has had confirmation that the Interim Construction Commissioner is able to attend the next meeting. Action was agreed as closed.</p> <p><u>Review of meeting minutes</u></p> <p>The draft minutes of the November subgroup were reviewed page by page.</p> <p>The Chair asked for an update on the cloud based system which was discussed as being investigated under Item 4 of the November subgroup agenda. HS2 Ltd noted that they will follow this up and provide an update to the subgroup.</p> <p>Action: HS2 Ltd to provide an update on the status of the cloud based storage system being investigated for transfer of documentation to Authorities.</p> <p>There were no other queries or comments on the minutes and therefore the draft minutes were accepted.</p>	<p>HS2 Ltd</p>
<p>4.</p>	<p>Agreement of monthly monitoring data</p> <p>HS2 Ltd presented the changes made to the monitoring data templates as a result of Authority comments. Paper copies of the revised templates were provided to the room.</p> <p>LBHF asked if the monthly reports will be made publically available. HS2 Ltd confirmed that the reports will be made available to the public, however it has not yet been confirmed where these will be made available.</p> <p>Comments relating to the Air Quality Monitoring Report template were addressed first.</p> <p>The Authorities noted that they would expect visual monitoring to be done for all dust risk categories. HS2 Ltd responded that this is the case, and that daily inspections are specified in the CoCP as a mandatory control measure as a minimum.</p>	

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	<p>LBHF asked whether monitoring site locations will be contained in Appendices A and B. HS2 Ltd noted that this is not the intention because of the size of the documents.</p> <p>LBC asked why a map of the local authority area is included. HS2 Ltd confirmed that this is because the document will be made available to the public.</p> <p>LBC stated that it would be useful to have a picture of the individual monitor to understand where it is located and what other influences there might be. HS2 Ltd noted that this information will be in the Dust Management Plan. HS2 Ltd added that when the dust risk assessments are undertaken the monitoring locations will be agreed with the Authorities. The discussion concluded that the photos of individual monitoring sites is most appropriate in the dust management plan, which is not public facing and do not need to be in the monthly monitoring report.</p> <p>HS2 Ltd asked for agreement of the changes made in response to comments. The Authorities noted that they agreed to the changes made. HS2 added however that if in practice the report requires tweaking, that this will be done by agreement.</p> <p>Comments relating to the Noise Monitoring Report template were addressed second.</p> <p>HS2 Ltd noted that all comments had been acted on and there were no queries by the Authorities on the template. The Authorities accepted the changes made to the template.</p> <p>LBC asked if calibration certificates can be provided. HS2 Ltd noted that these will be provide by request. LBC noted that this approach may also be suitable for providing photos of monitoring stations.</p> <p>The Chair gave thanks to the Authorities for providing comments and working with HS2 on this issue.</p> <p>The Chair summarised that this item is now closed.</p>	
<p>5-</p>	<p>Data Sharing Strategy feedback</p> <p>CDC provided a summary of feedback from the subgroup that have been working on this. CDC noted that rather than discussing the comments made that these will be shared with the subgroup as there is much to summarise.</p> <p>Action: CDC to circulate the comment sheet for the HS2 Ltd data sharing strategy.</p>	<p>CDC</p>

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	<p>CDC noted that at the last meeting discussing this topic (Monday 16th January) that agreement was had between HS2 Ltd and the Authorities on the aim moving forwards.</p> <p>LBC asked what the next steps are. LBHF responded that HS2 will provide a revised version by mid-February. HS2 Ltd noted that the changes discussed with the Authorities are currently being actioned.</p> <p>The Chair passed on the thanks of Christian Bonard of HS2 Ltd for the comments and input provided by the Authorities.</p> <p>The Chair added that an update on this item would be welcome at the next subgroup meeting, and if necessary it can become an agenda item.</p>	
<p>6.</p>	<p>Section 61 Guidance document – feedback from EHPs</p> <p>The Authorities provided the update on this item. It was noted that the subgroup provided comments which HS2 Ltd are currently going through and making necessary changes to the document.</p> <p>HS2 Ltd noted that there are no fundamental changes as a result of comments received.</p> <p>LBHF asked if a date can be provided for the re-issue. HS2 Ltd noted that it will be issued before Royal Assent.</p> <p>HS2 Ltd added that the guidance document has been provided to the EWC contractors.</p> <p>WCC asked whether it was felt by the Authorities that a standard set of conditions would be useful. HS2 Ltd noted that a standard set of conditions have been asked for under the SoE. The Authorities agreed that they would endeavour to provide a list of potential standard conditions to HS2 Ltd, however they noted that this will be difficult.</p> <p>Action: Authorities to provide a list of possible standard S61 conditions to HS2 Ltd.</p> <p>The Chair noted that a similar guidance document might be needed for the consent process, however that this shouldn't originate from the HS2 Ltd side.</p> <p>AVDC asked whether Noise and Vibration Management Plans will get issued to the Authorities. HS2 Ltd responded that the Plans will be provided to the authorities, as detailed in the document list circulated prior to the meeting.</p>	<p>EHPs</p>

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	<p>LBHF asked if the Dust Management Plans will be provided to the Authorities. The Chair asked that this discussion be held until the next agenda item.</p>	
7.	<p>Air Quality Update</p> <p>HS2 Ltd presented a set of slides to the agenda item.</p> <p>An overview of the Air Quality Strategy was given following the circulation of the document prior to the meeting.</p> <p>AVDC asked if the formatting error on page 10 can be removed. HS2 Ltd noted that these had already been identified and will be corrected before publication.</p> <p>A verbal update was given noting that the Institute of Air Quality Management were now in the process of reviewing and considering the Kings College dust report commissioned by HS2 Ltd.</p> <p>LBHF asked if the suggested change in the PM₁₀ trigger value will be fed into the CoCP. HS2 Ltd responded that the CoCP says the trigger value will be in line with current best practice, therefore if the bodies behind the best practice guidance including the IAQM adopt the new trigger level then the project will comply by default.</p> <p>A summary of the proposed changes to Information Paper E₃₁; Air Quality were presented. HS2 Ltd will circulate the link to IP₃₁ when updated.</p> <p>Action: HS2 Ltd to circulate the link to IP₃₁ when updated.</p> <p>There were no further questions asked by the Authorities.</p>	HS2 Ltd
8.	<p>Planning Forum Feedback</p> <p>The Chair noted that the intention is for this to become a standing item on the agenda in which any notable feedback is received from the Planning Forum.</p> <p>The Community Engagement Framework (CEF) was raised as a notable item recently presented to the Planning Forum. HS2 Ltd noted that the document went through consultation and has now been revised and issued to the EWCs, and that all communications shall be in accordance with this document.</p> <p>LBC asked if the CEF can be issued to this subgroup.</p> <p>Action: HS2 Ltd to circulate the CEF to the EHO Subgroup.</p>	HS2 Ltd

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	<p>conducted with the contractor in order discuss any potential issues in urban areas where moving locations may be beneficial.</p> <p>The Authorities also raised the idea of having working groups between the Authorities, Contractors and HS2 Ltd to discuss ongoing works and consents.</p>	
10.	<p>HS2 Update</p> <p>HS2 presented slides to this agenda item.</p> <p>AVDC asked whether the authorities will have any input to the procurement of rolling stock. HS2 Ltd clarified that the procurement of rolling stock will be through a competitive tender process in accordance with government procurement guidelines. The rolling stock will be required to be designed and built to meet HS2's operational performance requirements.</p> <p>HS2 Ltd provided an update on the progress of the Bill. The Grand Committee had convened for two days during which the Bill's clauses were debated by peers. It was explained that the Grand Committee Report would be published soon which would then followed by Third Reading. The last stage of the process is the 'Commons Consideration of Lords Amendments' after which it is anticipated that Royal Assent will follow shortly after, subject to the Parliamentary timetable.</p> <p>LBC added that the main points published in the Select Committee from the House of Lords were in relation to changes in the temporary rehousing policy.</p>	
11.	<p>Forward Plan</p> <p>There were no suggestions for future agenda items. The Chair asked that any suggestions for future agenda item are emailed through in advance of the next subgroup.</p>	
12.	<p>AOB</p> <p>It was raised that a representative from the EHO subgroup may be necessary at the Planning Forum in order to feedback to the EHO Subgroup. LBC asked whether HS2 Ltd could enquire as to whether the time of the representative might be paid for under the MoU for attending the Planning Forum.</p> <p>Action: HS2 Ltd to find out if there is provision for an EHO Subgroup representative to attend the Planning Forum and be funded under the MoU.</p>	Hs2 Ltd

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	<p>The date for next meeting was confirmed as the 30th March 2017.</p> <p>The date for the following meeting was tentatively proposed for the 18th May or the 1st June 2017, to be confirmed at the next meeting.</p> <p>Class approvals were raised by the Authorities as there was an action from Planning Forum that the EHO Subgroup Chair would be consulted on the Class Approvals and it had not been completed.</p> <p>HS2 Ltd summarised the Class Approval process. HS2 Ltd noted that the consultation ends on February 13th, following which the DfT and HS2 Ltd will consider the consultation responses. The SoS will be responsible for issuing a final response.</p> <p>OCC asked whether all Authorities have to approve Class Approvals. HS2 Ltd confirmed that consultation is the only input authorities will have on the class approvals.</p> <p>It was agreed that the next meeting shall start at 13.00.</p> <p>It was asked that the Authorities update their SPOCs. HS2 Ltd will circulate the SPOC table for update with the draft meeting minutes for updating.</p> <p>Action: HS2 Ltd to issue the SPOC table with the meeting minutes for the Authorities to update.</p>	HS2 Ltd
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