

MEETING MINUTES

HS2 Chiltern AONB Review Group

Meeting Date / Time:	14 November 2017
Meeting Location:	Chiltern District Council Offices
Meeting Type:	Review Group Meeting #12
Organisations in Attendance:	Aylesbury Vale District Council (AVDC), Buckinghamshire County Council (BCC), Chilterns Conservation Board (CCB), Chiltern District Council (CDC), Department for Transport (DfT), Natural England (NE), HS2 Ltd, CEK

Attendees:	Title, Organisation
Ben Robinson	Chiltern District Council (CDC)
Catherine Murray	Chiltern District Council (CDC)
Helen Hall	Programme Manager, Chilterns Conservation Board
Jackie Copcutt	Buckinghamshire County Council (BCC)
Jonathon Bellars	Aylesbury Vale District Council (AVDC)
John Woodhouse	Town Planning Manager, HS2 Ltd
Kath Daly	Chilterns Conservation Board (CCB)
Miriam Baines	Buckinghamshire County Council (BCC)
Neil Jackson	Chilterns Conservation Board (CCB)
Patrick Bateson	Chair, Department for Transport (DfT)
James Boag	Head of Programme Interface, Central Area HS2 Ltd
Sarah Stacey-Armstrong	Natural England (NE)
Tim Butcher	HS2 Town Planning Manager C2
David Jones	CEK Planning Manager C2 & C3
Steve Fancourt	HS2 Rural Landscape Manager
Apologies:	

Item	Title	Action/ Owner
A.	Introductions	
B.	<p>Review of Minutes and Actions</p> <p>1. The minutes from the previous meeting were queried by Kath Daly regarding how the fund would be administered in relation to the CEF and BLEF fund, that the minutes didn't reflect the conversation. Helen Hall to amend and circulate.</p> <p>2. Action tracker wasn't available and to be followed up at meeting#13.</p> <p>3. No further comments on actions or minutes.</p> <p>4. HS2 advised that Seb Jew would no longer be the interface manager and that James Boag would be a point of contact in the interim.</p>	

Item	Title	Action/ Owner
C.	<p>Detailed Design Principles – Drafting</p> <ol style="list-style-type: none"> 1. HH thanked members who had provided sign off of the draft DDP and advised RG members that further comments had been received from CDC and some minor corrections from CCB before their approval could be sought. 2. HH advised that these amendments were being made and a final draft would be circulated for all members to advise they are happy with the minor amendments before printing the document for public viewing. 3. HH advised that with the agreed 28 day period this would bring the consultation close or over the Christmas holiday period and if this was the case then the time would be extended to allow for the bank holidays. 4. JW confirmed that draft copies of the DDP had been circulated to the CEK and Align. The DDP was used at the recent headhouse workshop with Align and CEK were using it for the site visit and meeting to be held on the 16th November. <p>Actions: HH to circulate final draft for approval RG members to approve draft for printing HH to deposit print copies in agreed locations, and distribute posters and emails to all contacts and organisations</p>	<p>HH RG HH</p>
D.	<p>Programme Update</p> <ol style="list-style-type: none"> 5. JW provided a brief update on the programme of works. Align are optioneering different head house options, looking at shaft and cross passage designs first, with head house designs to follow. 6. Stage 1 would end November 2018 with a price, and then a freeze on work for 2-3 months before notice is given to proceed to construction design. 7. Align will be making S17 applications on headhouses in 2018, probably in the order of Little Missenden and Chalfont as they are more programme critical. 8. CEK have met the design panel to show them preliminary design thinking for the viaducts and this will be shared with the RG on the Thursday meeting. 9. JW agreed to issue forward looks to the RG with the next being issued in Feb 2018. 10. JW advised that Fusion have submitted their habitat creation sites for construction in 2018 in the AONB. Early works would be looking at the Haul road down to the round-a-bout. 11. BR asked when would they be getting actual designs, JW advised Feb/March 2018 for pre-app and applications late 2018. 	<p>JW</p>

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E.	<p>Additional Projects</p> <p>12. HH provided a summary presentation on the strategy for the next phase in decision making for the additional projects fund.</p> <p>13. RG agreed to the principal of using other sources of funding as match funding or vice versa for the AP fund. There was a discussion about the CEF and BLEF fund requiring applicants to demonstrate no funding could be sought from the AP Fund which was posing difficulties in practise. It was agreed that PB on behalf of the RG would write a letter expressing the concerns of the RG regarding the CEF and BLEF funds as the AP fund is a closed fund intended to be an additional source of funding for the AONB.</p> <p>14. SF advised early engagement with the MWCC's in relation to discussions about the AP's</p> <p>15. Regarding panel decision making JB made the point that the RG panel should sit to make decisions on AP's route wide, but once projects are agreed for funding more focused meetings could be held.</p> <p>16. PB was going to seek advice from DfT regarding cost thresholds for decision making after HH outlined a proposed set of thresholds for RG members to be present to sign off on</p> <p>17. HH requested that HS2 advice if/what they require for auditing for projects funded, JW will advise.</p> <p>18. SF outlined the no-net loss principle from HS2 on design and the AP's, whilst good for integration of design, MB wanted to ensure that any ecology funded through AP's was additional to the no net-loss and not part of it.</p> <p>19. Regarding provision of the RG going forward, HH advised that a budget reforecast would be done to look at the number of meetings that could be accommodated from the remaining fund. JB requested that spending from members be equitable going forward to try to sustain the RG's funding for as long as possible. HH would also provide a projection on meeting intervals and proposed dates for 2018 to meet the remit of the RG and the APs.</p> <p>20. JW agreed to send through projected gateways to help plan meeting dates</p> <p>21. HH to send JW a list of the latest additional projects</p> <p>22. HH asked HS2 to provide an update on the RG request for the fund to be transferred and administered by a RG member, JB is going to revert back to the RG</p> <p>Actions: PB to draft letter for RG to review regarding AP and CEF/BLEF funding PB to seek clarification on any guidance for authorised spend thresholds JW to advise if HS2 require any information for AP funding auditing HH to reforecast the RG admin budget and provide a forecast for meeting dates JW to send through projected gateways HH to send HS2 a list of the latest Aps JB to provide clarity on the future location of the fund for administration</p>	<p>PB</p> <p>PB</p> <p>JW</p> <p>HH</p> <p>JW HH JB</p>
F.	AOB	

Next meeting: TBC late Jan2018