

## Phase One Planning Forum – Highways Subgroup Minutes #21 –8<sup>th</sup> February 2017

<b>Date &amp; time:</b>	Wednesday 8 <sup>th</sup> February 2017 Authorities: 12:30 – 13:30 Forum: 13.30 – 16:00 The Hilton Warwick, Junction 15, M40, Warwick, CV34 6RE	
<b>Chair:</b>	Ted Allett	Chair
<b>Promoter Attendees:</b>	Peter Tomlin Tom Payne John Woodhouse Richard Adam Hudson Taivo Chris Whitworth Andy Brown Umran Nazir	HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd DfT
<b>Guests:</b>	Steve Braund James Hodgson	CDC/SBDC M6 Toll
<b>Highway Authority Attendees:</b>	Basil Jackson Laura Martin-Leech Keith Davenport Andrew Savage Muthiah Gunarajah David Grindley Julian Richardson Oliver Spratley Adrian Malcolm Lee Palser Nick Hopcroft Martin Steward Simon Weaver (part) Tim Mackay (part)	Buckinghamshire CC Buckinghamshire CC Warwickshire CC Warwickshire CC Hertfordshire CC Northamptonshire CC Oxfordshire CC Oxfordshire CC LB of Camden Staffordshire CC Highways England Highways England TfL TfL

Item	Topic	Action
1.	<b>Introductions</b>  Introductions were made.	
2.	<b>Review of notes and actions from last meeting</b>  Minutes from the last meeting were approved and the outstanding actions reviewed. Subject to the change to December minutes reflecting that authorities did not generally “welcome the TRO amendments”.	Chair

<p>3.</p>	<p><b>Bill amendments and TRO regulations and Assurances</b></p> <p>PT presented Schedule 25 slides explaining in detail the purpose and contents of new Schedule 25 in the HS2 Bill - Traffic Regulation Orders.</p> <p>It was noted that DfT has given an undertaking concerning the operation of the Bill clauses to TfL and were completing one with LB Camden. The Camden one would be offered to all highway authorities, if they wished to be included. The highway authorities present confirmed that they wished the undertaking to be extended to their authorities. <b>Action</b></p> <p>It was raised that there were two terms used in the Bill – “statement” and “guidance”. It was noted that these both refer to the proposed Guidance document.</p> <p>BCC asked HS2 Ltd about implications with the future Clean Air Zone, as these would be implemented through appropriate traffic orders. HS2 Ltd noted that their aim would be to comply as far as reasonably practicable with Low Emission Zones or Ultra Low Emission Zones.</p> <p>HS2 Ltd noted that Chief Inspector Lee Gordon has now joined them to brief the Police Forces across the route in regard to legislation and powers etc and will establish protocols for emergency services liaison.</p>	<p><b>DfT to issue undertaking to all highway authorities</b></p>
<p>4.</p>	<p><b>RTMP Amendments, engagement and finalisation</b></p> <p>HS2 Ltd presented amendments being made to the RTMP. In particular the:</p> <ul style="list-style-type: none"> <li>• Voluntary use of EToN</li> <li>• New Schedule 25 in the Bill (TROs and vehicle removals)</li> </ul> <p>Other updates have been included:</p> <ul style="list-style-type: none"> <li>• revision of text to match PFN on lorry route approvals</li> <li>• clarifications concerning driver training requirements</li> </ul> <p>In addition, amendments have been made to bring into the RTMP, Schedule 4 part 3 with regard to certification of practical completion of temporary highways or carriageway and subsequent maintenance.</p> <p>HS2 Ltd noted that the next steps are:</p> <ul style="list-style-type: none"> <li>- Seek approval for amendments from the DfT/HS2 Legislative Decision Board.</li> <li>- Issue to highways authorities along the route, to consult on amendments, Proposed 4 weeks.</li> <li>- Revise as appropriate and publish as version 2 “at Royal Assent”.</li> </ul> <p>It was asked if HS2 Ltd would seek certificates of practical completion. HS2 Ltd responded that this would be the case where temporary works related to new carriageways or highways that were expected to be in place for long periods.</p> <p>It was noted that the materials used for temporary highway works would be expected to be to a lower standard than for permanent works. Highway authorities</p>	

	<p>noted that it may be necessary to agree materials, to ensure that their contractors could maintain them.</p> <p>In reply to a question regarding the status of the RTMP, HS2 Ltd confirmed that because it is referred to in the CoCP, it is in fact an EMR.</p>	
5.	<p><b>Planning Forum Note – Lorry Routes</b></p> <p>HS2 Ltd updated the Subgroup on HSG changes: they were accepted and incorporated since December meeting. This better defines movement numbers and adds clarity on who approves the route.</p> <p>Final version to be published at Royal Assent. Further changes could be made through the Planning Forum if necessary.</p> <p>Q- When will HS2 Ltd have Lorry Routes available for circulation to the authorities? A – Packages are out to contractors for pricing. It's unlikely that Lorry routes will be required for the majority of the enabling works. However, some main work routes will begin to be applied for through q2 and 3 this year.</p> <p><b>Action</b> A question was raised about the meaning of adjacent authorities. HS2 Ltd to consider note and any final revisions.</p>	HS2 Ltd
6.	<p><b>Discussion on guidance notes</b></p> <p>Several guidance notes were issued and clarified:</p> <ul style="list-style-type: none"> <li>• Permanent highways flow-chart and response to comments [issued]</li> <li>• Highways related departures response to comments and amended guidance note [issued]</li> <li>• Road safety audits response to comments and amended guidance note [not issued]</li> </ul> <p><b>Action</b> The revised guidance note for road safety audits is awaiting HS2 Ltd governance clearance, but will then be issued: the response to comments can be issued shortly.</p> <p><b>Action</b> Lastly, it was requested that a list of guidance notes be produced for the Subgroup</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p>
7.	<p><b>Maintenance Agreements</b></p> <p>HS2 Ltd have gone through 80% of comments and currently on version 18. Due to the nature of the comments, it has put some of the agreements document into question.</p> <p><b>Action</b> Revised track change document and teleconference to be organised.</p> <p>Oxford CC stated that the document isn't workable for their needs.</p> <p>E29 clarifies what is HS2 and what is HWA responsibility.</p>	HS2 Ltd

	Demarcation Lines – Chris Whitworth recruited. <b>Action</b> Issue the document with its 20+ drawings for comment ASAP.	HS2 Ltd
8.	<b>Forward Plan</b>  HS2 Ltd presented the forward plan, tracker and programme to the Subgroup. It was confirmed that the next meeting would take place in.  There is a need to reach a common understanding soon regarding work packages and process of approval etc.  Next agenda to include: <ul style="list-style-type: none"><li>• Temporary works approval process.</li><li>• Road Safety Audits guidance note.</li></ul> Meeting calendar has been requested.	
9.	<b>AOB</b>	