

INDEPENDENT Phase 2a Planning FORUM FOR HS2

Title:	Independent Phase 2a Planning Forum for HS2	
Date & Time	Monday 26th November 13.30 – 15:30 Staffordshire County Council County Buildings 15 Martin Street Stafford ST16 2L1	
Chair	Ted Allett	Independent Chair
Promoter Attendees:	Paul Gilfedder Lizzie Smith Terry Stafford Dominic Moore Simon Knight	HS2 Ltd - Head of Town Planning HS2 Ltd – Town Planning Advisor HS2 Ltd – Senior Community Engagement Manager HS2 Ltd – Town Planning Lead, Phase 2 HS2 Ltd – Head of Petition Management & Technical Teams
Local Authority Attendees:	Sean Coghlan Craig Jordon Sarah Mallen John Holmes Ian Dale Guy Benson Emma Williams	Lichfield District Council (LDC) Lichfield District Council (LDC) Staffordshire County Council (SCC) Stafford Borough Council (SBC) Cheshire East Council (CEC) Newcastle-under-Lyme Borough Council (NUL) Cheshire East Council (CEC)
Guests:	James Harold	Department for Transport (DfT)
Apologies:	David Malcolm	Cheshire East Council (CEC)

Item		Action Owner
1	Pre-meet for local authorities The Chair and the LAs held a pre-meeting to exchange views and discuss matters to be raised in the Forum meeting.	
2.	Introductions The Chair invited attendees to introduce themselves.	
3.	Review of notes & actions from last meeting Minutes from last meeting (24 th September 2018) were agreed. <u>Actions</u> Previous actions were reported as completed or alternatively an update would be provided as an agenda item during the meeting.	HS2 Ltd

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4.	<p>Phase 2a Bill – update</p> <p>Simon Knight, HS2 Ltd, provided an update on the 2a Bill (please refer to slide pack for more details). Following the update The Chair enquired if the target for the Bill achieving Royal Assent was still by the end of 2019. Simon Knight confirmed this was still the case.</p> <p>Engagement</p> <p>Ian Andrews, HS2 Ltd, provided an update on Engagement activities since the last Forum Meeting, activities of note:</p> <ul style="list-style-type: none"> - 7 Engagement Events route wide focusing on changes to AP2 and ongoing GI programme with over 1000 people attending - In Your Area Factsheets launched - Common Place Website Launched <p>Ian also confirmed that Property surgeries and further engagement events were planned.</p> <p>Paul Gilfedder, HS2 Ltd, confirmed that due to newly identified works in AP2, East Staffordshire Council will be joining Planning Forum.</p>	
5.	<p>Draft Schedule 17 Statutory Guidance and draft class approval</p> <p>Paul Gilfedder, HS2 Ltd, stated that the documents were presented at the last Planning Forum and emailed out to all Planning Forum members for review and comment. No comments were received from Planning Forum members, but two comments were received from internal sources, Dft and HS2 Ltd.</p> <p>The comments received were:</p> <ul style="list-style-type: none"> - Change of wording from 'guidance on guidance' to information and guidance (DfT) Paragraph 2.1 - S.106 changed from agreement to obligation (HS2) Paragraph 5.1 <p>Paul confirmed that a track changed version of the documents would be emailed to all Planning Forum members and then brought back to a future Planning Forum meeting for final comments.</p> <p>Sean Coghlan, LDC, enquired if HS2 could ever see a scenario where S.106 would be applicable, Paul Gilfedder said he couldn't envisage one at</p>	HS2 Ltd

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	present, however it should not be ruled out.	
6.	<p>Draft Planning Forum Notes 1 - 4:</p> <p>Lizzie Smith, HS2 Ltd, presented the Planning Forum notes below (please refer to slide pack for more details):</p> <ul style="list-style-type: none"> • PFN 1 – Contents of Submissions and Standard Templates • PFN2 – Drawings for Plans and Specifications Approval • PFN3 – Written Statements and Design and Access Statements • PFN 4 – Consultation on Requests for Approval Under Schedule 17 <p>Following the meeting the Planning Forum notes will be emailed to all Planning Forum Members for review and comment and then brought back to a future Planning Forum meeting for approval.</p> <p>The Chair pointed out that the Planning Forum notes are owned by the Planning Forum and that all notes can be revisited if required in the future.</p> <p>The Chair enquired about KDE's and where these were covered. Paul Gilfedder confirmed that KDE's are covered by Planning Forum note 3. It was also confirmed that there were 9 KDE's of Phase 2a compared with 27 on Phase 1.</p> <p>Sean Coghlan, LDC, sought confirmation that the Canals and Rivers Trust (CRT) were a statutory consultee on Phase 2a as they were not on Phase 1.</p> <p>Paul Gilfedder confirmed that this was the case and that CRT would be the statutory consultee for certain requests for approval where they may affect a CRT waterway. These requests for approval are ones which may affect: the conservation of the natural beauty or amenity of inland or coastal waters or land associated with them; or the use of inland or coastal waters, or land associated with them, for recreational purposes. This will be covered in a change to paragraph 18 of Schedule 17.</p> <p>Sean Coghlan also confirmed that on Phase 1 LPA can consult CRT if they so wish.</p> <p>Once comments received HS2 Ltd will review the Planning Forum note (4) to see if it needs to be clearer in regard to consultations.</p> <p>Guy Benson, NUL, enquired about consulting with Parish Councils. HS2 Ltd confirmed that this was at the discretion of the LPA but that would be outside the scope of the Planning Forum note.</p>	HS2 Ltd

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	<p>Sean Coghlan (LDC) confirmed that LDC did consult them on phase 1 consents.</p> <p>Paul Gilfedder confirmed that HS2 have produced a series of presentations that have been given to Parish Councils on Act Powers and Consenting</p> <p>The Chair stated that it would be useful for LPA's to have access to the presentations that HS2 have given to Parish Councils. HS2 confirmed this</p> <p>S.17 Presentation to be circulated</p> <p>On Planning Forum note 2, The Chair enquired about the quality of the plans as comments were made at Phase 1 Planning forum.</p> <p>HS2 Ltd to review the plans submitted as Phase 1 through the Phase 1 Planning Forum.</p> <p>The Chair enquired, why Planning Forum Note 2 was only relevant to Plans and Specs. Paul Gilfedder confirmed that Plans (drawing scales etc) are for design approval. Construction Arrangements will require only a location plan and this is covered in Planning Forum Note 1.</p> <p>Lizzie Smith, HS2 Ltd, stated that the next batch of Planning Forum Notes will go through the same process.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p>
7.	<p>Process for becoming a qualifying authority</p> <p>Paul Gilfedder, HS2 Ltd, presented on the process to becoming a qualifying Authority (please refer to slide pack for more details).</p> <p>Guy Benson, NUL, asked how it works in a two tier Authority. HS2 Ltd, confirmed that as with the normal planning regime, A County Council is responsible for Highways, Minerals and Waste consents and the LPA for other approvals.</p> <p>Paul Gilfedder, HS2 Ltd, clarified that in order for a Local Authority to become a Qualifying Authority, they must sign the Planning Memorandum before the bill goes to the House of Lords. If the deadline is missed by the Local Authority, there is no second opportunity to become a Qualifying Authority.</p> <p>Indicative timeframes for the above are set out in Planning Forum slide pack.</p> <p>Sarah Mallen, SCC, shared the experience of the County Council from Phase 1 and highly recommend an early start in regard to gaining full Council support. Sarah was happy to share information to Planning Forum from</p>	

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	Phase 1 if required. Paul confirmed full council decision is required.	
8.	Service Level Agreements – Update No further comments	HS2 Ltd
9.	Phase 2a Planning Forum Programme HS2 Ltd provided an overview of the proposed programme (please refer to slide pack for more details). March Meeting – Statutory Guidance and Planning Forum notes 1 – 4 Paul Gilfedder, HS2 Ltd, confirmed that HS2 Ltd are now working on high-level consenting numbers for the whole of 2a. It is expected that these numbers can be shared with the Local Authorities in Spring 2019 (either the March or the May Planning Forum meeting). The consenting numbers will be heavily caveated while the consent numbers are reviewed and refined. The Chair enquired about Context Reports for Phase 2a. Paul Gilfedder explained that Context Reports would be produced for each 2a Local Authority and these reports would summarise the consenting regime and high level description of works in the area. Links to Phase 1 Context Reports can be provided if requested.	HS2 Ltd
10.	Project Updates DfT Ltd provided an update covering all three Phases (please refer to slide pack for more details). Chair pointed out that on Phase 2b catch up slide it should state that the Consultation Period closes on 21 st December 2019 not 2018. Chair requested that HS2 explain more about the Common Design Elements on Phase 1. Paul Gilfedder explained that where CDE have been settled by Planning Forum this provides the design a presumption in favour of approval for such works. Currently on Phase 1 a Planning Forum note is being produced for agreement at Phase 1 Planning Forum covering Piers and parapets and noise barriers. A working party made up of Local Authorities from the Phase 1 has met to review and comment of design to date. A decision still to be made on if any other structures are to be included in CDE's John Holmes, SB, stated that the Council had been invited to Independent Design Panel meetings. Paul Gilfedder explained that these meetings	

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	<p>support the development of both CDEs and for KDEs. He stated that he would expect LPAs to be invited to Panel meetings.</p> <p>Stafford Borough Council only received 3 days' notice to attend the meeting. Paul provided apologies on behalf of HS2 Ltd and confirmed that internal discussions have been held on this and we hope this will not be repeated.</p> <p>John Holmes stated that Design Panels are worth attending and HS2 encourage all LPA's to attend the meetings.</p> <p>The Chair then confirmed that all Design panel reports are available on www.gov.uk</p>	
11.	<p>AOB</p> <p>Chair – thank you and goodbye to Sean Coghlan for his invaluable contribution to the project. Sean is moving to Homes England.</p>	