

Phase 2a Planning Forum – Highways Subgroup Minutes #10 – January 2020

Date, time & Venue:	Tuesday 7 th January 2020	
Promoter Attendees:	[REDACTED]	HS2 Ltd HS2 Ltd HS2 Ltd DfT
Attendees:	[REDACTED]	Staffordshire Council Cheshire East Highways Stoke-on-Trent City Council Shropshire County Council Highways England
Also invited/ apologies:	[REDACTED]	Highways England Highways England Highways England Cheshire East Shropshire Council Stoke-on-Trent City Council Cheshire East Highways Staffordshire Council Shropshire Council
Copies:	[REDACTED]	HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd (Phase 2B) HS2 Ltd DfT

Item	Topic	Action owner
1.	<p><u>Introductions</u></p> <p>All attendees introduced themselves and which organisation/highway authority they represented. Apologies received were noted.</p>	
2.	<p><u>Review of Notes and Actions from Last Meeting</u></p> <p>The minutes of meeting #10 were agreed. Actions arising from the previous meeting were reviewed, please refer to the Action Log.</p>	
3.	<p><u>DfT Update</u></p> <p>DfT discussed the revival of the Bill and explained this was the first time this had been done in a number of years, when the revival of the Bill had gone through Parliament a clearer timeline for Select Committee and Royal Assent would be given.</p>	

<p>4.</p>	<p><u>HGV Numbers</u></p> <p>HS2 discussed lorry numbers and explained that the baseline and construction period forecast figures at submission of the Bill is what will be used. The number of vehicles which use a route may vary to what is presented in the Environmental Statement (ES). HS2 will carry out assurance that the numbers will not create a new adverse significant effect. Note that the assessment in the ES is based on the average flow in the busiest 4 weeks period and that often the ES assumes that all peak periods for sites co-incide, whereas this is unlikely to be the case.</p> <p>During pre-construction, the contractors will forecast their flows to ensure that their flows are comparable to the Environmental statement numbers, the forecasts should normally be set out in the Local Traffic Management Plan (LTMP). If contractors forecast for flows to and from compounds are less than assumed in the ES, no action is needed. Should the contractors forecast flows exceed the ES, contractors will need to ensure no new adverse significant effects arise, mitigation may be required, such as programme change or mitigate specific effects.</p> <p>It was advised that contractors on a minor contract will be responsible for monitoring and submitting their vehicle numbers manually, those contractors with a longer duration contract will be expected to have a Vehicle Monitoring System (VMS) that links in with the HS2 VMS.</p> <p>Flow information can be requested in the local Traffic Liaison Group (TLG) meetings. Cheshire East council queried if there would be FOI issues for vehicle numbers.</p> <p>The LTMP should set out proposed lorry routes for consultation with the relevant TLG. Contractors are required to self-assure that they are compliant with the general principals document, the HS2 compliance team may ensure the vehicle records are accurate and review compliance where multiple contractors are using the same lorry routes.</p> <p>If there are complaints about lorries being off-route where a Schedule 17 approval is in place, HS2 can use the VMS to review, however the vehicle registration number would be required. If appropriate, the contractor or HS2 may install temporary ANPR.</p> <p>A query was raised regarding what would happen if there was a breach of an EMR (Environmental Minimum Requirement). It was noted that this would be reported to the Secretary of State, but that the intention – and the management of the project is that a breach would be something that we couldn't foresee.</p>	<p>HS2</p>
<p>5</p>	<p><u>Escalation Procedures</u></p> <p>There will be a 3-step escalation process:</p> <ul style="list-style-type: none"> • Step 1 – resolution by contractor • Step 2 - resolution by HS2 Limited (nominated undertaker) • Step 3 – request for determination by Secretary of State <p>The first point of call should be the contractor and if not resolved, referred to HS2, HS2 would consider if it is a matter which :</p> <ul style="list-style-type: none"> - could lead to non-compliance with a relevant Undertaking and Assurance; - could lead to a new significant adverse effect; - is covered by any other control (planning consents, environmental controls within the RTMP or LTMP or non-compliance with any site-specific submission) or other contractual matter. <p>As appropriate, the compliance team may make a visit and report back observations.</p> <p>For any community issues arising during construction, the HS2 helpdesk can be contacted 24 hours a day.</p>	

6	<p><u>Street Manager Update</u></p> <p>Street Manager will be rolled out by April 2020 and has been developed on the assumption that all highway authorities will eventually be permit authorities for street works. HS2 Streetworks inside Act limits will be under NRSWA, not TMA. HS2 highway works are not required to be submitted using EToN or Street Manager, however will be voluntarily included within Street Manager to assist with highway works co-ordination.</p>	
7	<p><u>Lorry Routes Standing Item</u></p> <p>HS2 advised that the first draft of the Lorry Route Accessibility report had been received and further information would be provided when the final report has been produced.</p>	
8	<p><u>Forward Programme</u></p> <p>The forward programme was discussed and the below items were suggested to be held as separate for the next meeting</p> <ul style="list-style-type: none"> • Review of LTMP & discussion • Contractor & Highway authority workshops • Traffic & Transport programme • Confirm a date for the next annual extraordinary meeting and agree on who will circulate invites • TLG Dates & Venues 	
9	<p><u>AOB</u></p> <p><u>Periodic review of technical standards</u></p> <p>HS2 advised that the periodic review of the technical standards would soon be happening and would be sent to the highways subgroup for review and comment, the review of the technical standards has been driven by the update to the DMRB (Design manual for Roads & Bridges). All comments provided by the highways subgroup will be reviewed and responded to by HS2, an update will be provided by HS2 at the next meeting. The restructure within HS2 may also result in additional changes to documents.</p> <p><u>SharePoint access</u></p> <p>SharePoint access has been set up for the highway authorities to ease the sharing of documents, HS2 to share log in details.</p>	
	<p><u>DONM</u></p> <p>The next meeting will be hosted by Shropshire County council on 10th March. Details to be confirmed and circulated.</p>	