

EH Subgroup Minutes

Meeting date	Wednesday 6 th October, 14:30 to 16:30
Meeting location	Microsoft Teams
Meeting title	Environmental Health (EH) Subgroup Meeting #37
HS2 contact or group	planning.forum@hs2.org.uk
Stakeholder	Environmental Health Subgroup to Planning Forum

External Attendees

Independent Chair

Planning Forum Chair

Head of Environment and Sustainability – SCS Railways

Nominated Undertaker Attendees

Air Quality Manager – HS2 Ltd

Environment Graduate – HS2 Ltd

Head of Environmental Sciences – HS2 Ltd

Head of Noise Assessment – HS2 Ltd

Noise and Vibration Manager – HS2 Ltd

Phase One Town Planning Lead – HS2 Ltd

Public Response Executive – HS2 Ltd

Senior Public Response Manager (Helpdesk) – HS2 Ltd

EH Attendees

Avon District Council (ADC)

Buckinghamshire Council (BC1)

Buckinghamshire Council (BC2)

London Borough of Brent (LBB)

London Borough of Camden (LBC)

London Borough of Hammersmith and Fulham (LBHF1)

London Borough of Hammersmith and Fulham (LBHF2)

London Borough of Hammersmith and Fulham (LBHF3)

North Warwickshire Borough Council (NWBC)

Solihull Metropolitan Borough Council (SMBC)

Staffordshire County Council (SCC1)

West Northamptonshire Council (WNC)

Warwick District Council (WDC)

Apologies

Buckinghamshire Council (BC3)

Buckinghamshire Council (BC4)

Oxfordshire County Council (OCC)

Staffordshire County Council (SCC2)

Westminster City Council (WCC)

Item 1 – Chairman’s Introduction and Apologies

The Chair called the meeting to order and provided an overview of the meeting etiquette. The Chair welcomed attendees and asked for introductions to be made in the chat function. The meeting was recorded to aid with minute taking, attendees were notified. The Chair asked if meeting minutes can include the authority body when recording comments/questions.

Item 2 - Review of Minutes from Previous Meeting

A review of minutes from previous meeting was undertaken.

There were no further comments or queries, and the July 2021 meeting minutes were agreed.

Item 3 – SCS CEMP

The Chair introduced SCS Railways’ Head of Environment and Sustainability who gave a presentation on Construction Environmental Management Plans. This presentation follows discussions from previous meetings regarding U&As and how they are put into practice

The presentation covered the Environmental Management System and how this relates to HS2 requirements, legal requirements, industry standards and stakeholders. The structure of the EMS was explained by talking through the hierarchy of documents involved. Examples of tools and templates within an EMS were run through which were Site-Specific Environmental Control Plan, Vegetation Clearance Permits and Targeted Risk Management.

Questions/Comments:

Q1 (BC1): It was queried whether the system used is externally accredited.

A (SCS): SCS confirmed that the system is externally accredited by BSI against ISO 14001:2015 and external audits are done on an annual basis depending on the work going on.

Q2 (BC1): It was queried whether audits are done at site level or whether only carried out on paperwork.

A (SCS): SCS confirmed this is both an audit of paperwork and at site level. The last BSI audit involved a high level documentation review and a walk around to see physical controls on site.

Q3 (LBHF1): Are the topic management plans and site-specific environment control plans available to local authorities?

A (SCS): Plans are not traditionally shared with local authorities at this level of detail, however the Local Environmental Management Plans (LEMPs) are in place and shared which cover works per borough.

Q3 (Chair): Have the LEMPs been updated in light of plans/procedures put in place? They are public documents on the HS2 website. If they have been updated, they would be a good point of reference for local authorities.

A (SCS): SCS confirmed that LEMPs linked to their contract have been updated and will be uploaded by HS2.

Q4 (BC1): Queried whether other contractors have similar systems?

A (Head of Environmental Sciences – HS2 Ltd): Contractors are required to have similar environmental management systems accredited to ISO 14001:2015 and similar Health and Safety versions. All are PAS2080 certified also regarding to carbon management.

Q5 (BC2): Could HS2 provide all the LEMP revisions across the route?

A (Head of Environment and Sustainability-SCS Railways): Yes, we will check with the area teams and feedback on the status of LEMPs across Phase 1.

Q6 (LBHF1): There is a lack of understanding on what HS2 is doing due to not having visibility of site-specific plans.

A (SCS): The CoCP controls are thorough and applied to all sites. Site-specific information is available through engagement with contractors.

C (LBHF1): This happens for Section 61 and noise but less so for air quality. We get less detail than a Section 61 applications.

A (Air Quality – HS2): At the regular engagement sessions with each local authority, we can give you the specific area information you need and discuss in more detail.

The Chair thanked the attendees and the Head of Environment and Sustainability-SCS Railways for the discussion and suggested site visits as a way to understand progress. The Chair gave special thanks for providing detail on receptor sites. The Chair also suggested to HS2's Head of Environmental Sciences a similar session with another contractor in future meetings.

Item 4 – HS2 Public Response Team Update

The Chair welcomed HS2's Senior Public Response Manager (Helpdesk) to provide a presentation and update on progress. The presentation hoped to build an awareness of the HS2 helpdesk. Started by introducing the scope and structure of the Public Response Team. A video was shared in the chat function detailing the role and purpose of the team for attendees to watch later. The HS2's Senior Public Response

Manager (Helpdesk) covered an overview of complaints which includes the complaints process and highlighted the importance of promptness in addressing responses.

Presentation supported by HS2's Public Response Executive who talked through the steps of how stakeholders can make a complaint and what can be expected once a complaint is made.

Data is presented by the HS2's Senior Public Response Manager (Helpdesk) of the number of helpdesk contacts from Sep 20 -Aug 21. A breakdown of complaints by phase for Aug 21 is shown and talked through as well as the nature of complaints at a high level for Phase 1..

Questions/Comments:

Q1 (LBHF1): Are there plans in place for online complaints forms?

A (Senior Public Response Manager (Helpdesk) – HS2 Ltd):. We have launched an enquiry form and working on next steps for a complaints one with the ability to add attachments and upload information if needed, this will be a smart form. For now please use the general web form for all queries and will update on progress in due course.

Q2 (BC2): It was mentioned that complaints are categorised by programme of works, what does this mean?

A (Senior Public Response Manager (Helpdesk) – HS2 Ltd): We have three stage categorisation process. Programme level relates to the delivery of the programme that does not fit in the other categories, such as timeline for delivery.

Q3 (Chair): Do you monitor the performance of the JVs?

A (Senior Public Response Manager (Helpdesk) – HS2 Ltd): Yes, performance metrics have been introduced and are reviewed monthly.

Q4 (Planning Forum Chair): There is reference to 20 days to respond to complaints / queries, is that set in the EMR's or just chosen by HS2?

A (Senior Public Response Manager (Helpdesk) – HS2 Ltd): Not set in the Act but benchmarking exercise was undertaken with local authorities, we are looking at a new KPI for faster turn around for new urgent enquiries relating to construction activity.

C (Planning Forum Chair): I will check the targets for others but as a complainant waiting 4 weeks is unacceptable.

A (Senior Public Response Manager (Helpdesk) – HS2 Ltd): We agree. Pressure for increased responsiveness is growing across the route. Majority of complaints closed much sooner; this is purely for full written response. Action is taken quicker and we are looking at ways to demonstrate this within the envelope of the new KPI.

Q5 (BC1): What was the reason for the increase of programme of works complaints in Feb? Are noise complaints broken down further into core hours work and out of hours work?

A (Senior Public Response Manager (Helpdesk) – HS2 Ltd): For the noise, the measures are based on total programme time against number of complaints, it is a crude metric to determine a correlation. Complaints coming in out of hours are treated separately. Our system is done by working day and not hour, but we can look to work on this further. For February, we had a spike in lockdown with people working from home.

A (Public Response Executive – HS2 Ltd): Euston Square Garden protest action occurred around this time resulting in increased enquiries / complaints.

The Chair thanks the Hs2's Senior Public Response Manager (Helpdesk) and the Public Response Executive. Noted this is a popular topic of discussion and another session next year can be scheduled.

Post Minutes Note

The 20 working day response for enquiries was developed as part of the former community engagement strategy. It was agreed with DfT but is subject to ongoing review

Item 5 – Phase 1 Update

Update on Phase One provided by HS2's Head of Environmental Sciences. Early works completion by Christmas and main works preparation updates given. Moving on just from preparation to permanent structures.

Run through was given of the latest press release items across the HS2 programme, including:

- Excavation begins for HS2's first 'barn design' tunnel vent shaft
- First tunnel segment contractor for HS2's London tunnels awarded to Pacdar UK
- Minister leads call for small businesses to bid for work on HS2
- HS2 Minister celebrates £10million of funding distributed by HS2 Community Funds
- HS2 unveils the 'beating heart of HS2 in London' at its London Logistics hub.
- Noted that a series of HS2 webinars will be taking place as part of the lead up to COP26 and the link to register for the first webinar is shared in the chat

Updates were given for each contract area and stations including progress and lookahead for each.

Handover is taking place to main works and mitigation is coming to completion for early works. The slides were shared to attendees for reference before the meeting.

Questions/Comments:

C (BC1. The Calvert Railhead is closed now as the last train came on Sunday. I was on site and impressed by the material coming in from train.,

A (Head of Environmental Sciences – HS2 Ltd): We can look at this as a case study at further meetings

The Chair thanked the HS2's Head of Environmental Sciences for their slides and noted the impressive breadth of work going on.

Item 6 – Noise Update

Hs2's Noise and Vibration Manager gave an update on noise and vibration since the last meeting. This includes the development of a new soon to be live webpage which provides information on both construction and operation. Information given regarding the monthly noise and vibration methodology report and how this is being presented to communities. Report is being updated following community engagement meetings and will be live shortly on .gov website.

Proposition of a new subgroup in response to appeals from HS2 contractors against conditions imposed within Section 61 consents. Meet on a bi-monthly meeting and report back discussions similar to other subgroups. Hs2's Noise and Vibration Manager asked for volunteers to join this.

As agreed from last meeting, data showing the number of application types in Q3. Noted there has been an increase in S61s since previous quarters. Forward look for next two months of upcoming S61 and SOIs split between area and contractors were shown.

HS2's Noise and Vibration Manager will email after the meeting to enquire who wants to join new working group which is agreed to. It was asked for a balance of participants preferably for rural/urban but is open to all.

Hs2's Head of Noise Assessment provided an update on operational noise and in particular the work and progress made from EKFB. No working groups have been held but there are coming working groups to be confirmed on WebTAG. In December EHO Sub-group meeting there will be a presentation on health evidence.

Questions/Comments: None

Item 7 – Air Quality Update 1:3839

The Chair welcomed HS2's Air Quality Manager to provide an update on air quality across the route. The HS2 Air Quality Manger noted that the annual air quality report would be published soon, however that the trends linked to covid lockdown periods are similar to those published by authority bodies. An update on construction vehicle and NRMM compliance was given. It was confirmed that the NRMM emission standards were set to get stricter across the programme from 01 January 2022.

Updates on innovation projects were given. It was noted that Imperial College London to present more detailed innovation project findings at the December 2021 EHO Subgroup. Updates included 2nd round of emission measurements of NRMM emission reductions at Old Oak Common Station and 2nd deployment of Clean Air Gas Engine unit at EKFB site. Progress is being made on hydrogen projects despite national shortage of green hydrogen. Updates are also given on energy and renewables projects including publication of alternative fuel results carried out by Imperial College London.

Questions/comments: None

Item 8 – Planning Forum Update

Chair introduces HS2's Phase One Town Planning Lead. It is noted that HS2's Civils Delivery Director attended the last Planning Forum and gave an update to the organisational changes in HS2 which were ran through. Updates were given on Phase One items covered at the Planning Forum. This included planning consent performance and timescales for determination of Sch 17 submissions.

Statistics were also discussed regarding times for live submissions and the potential programme implications. Determination times for Sch 17 this month show an improvement since the previous Planning Forum. HS2's performance in making Sch17 submissions was poor in Aug 21 but picked up in Sept 21. An overview was given on appeal durations including Sch17 appeals. The Planning Forum also covered updates on common design elements, notably lineside noise barriers. A proposal was also discussed to reconvene the Planning Forum Design Group.

There was also a discussion at the Forum regarding the wording of Planning Forum Notes which was explained by HS2's Phase One Town Planning Lead as well as appeals and judicial reviews regarding lorry routes.

Questions/comments:

Q1 (BC2) Can the project use the lorry routes now or until the next stage of the appeals process?

A (Phase One Town Planning Lead – HS2 Ltd): The routes have been approved on appeal and can be used.

Q2 (Chair): Do you think there will be a common design element for the lineside noise barriers?

A (Phase One Town Planning Lead – HS2 Ltd): It looks less likely. The way in which contract responsibilities are framed, it has been difficult to have a common approach however it has not yet been ruled out There is nonetheless commonality between different contractors' designs.

Item 9 – Ongoing Construction and Section 61 Experience

The chair noted that S61 has already been mentioned for which HS2's Noise and Vibration Manager will create a subgroup. This agenda item was raised in the pre-meet but there was nothing which required discussion from authority bodies. This was confirmed.

Questions/comments:

C (BC2): The appeal I dealt with was amicably resolved following the new guidance.

C (Chair): This is a good example of using the new guidance and anyone wanting to know more should get in touch

Item 10 – Action Log / Forward Plan / Meeting Agenda Items

The Chair reviewed the action log, and the action log will be updated to reflect items that remain open and those that are now closed. This will be circulated ahead of the next meeting.

Future agenda items to include two presentations for the next meeting which are the Imperial dust presentation and the noise and health issues presentation. At pre-meeting it was proposed to have an update on systems and train procurement operational noise which HS2's Head of Noise Assessment and Noise and Vibration Manager should look further into for the new year.

Any other suggestions for future agenda items should be emailed to the Chair or to HS2's Head of Environmental Sciences.