

## INDEPENDENT PHASE ONE PLANNING FORUM FOR HS2

<b>Title:</b>	<b>Independent Phase One Planning Forum for HS2</b>	
<b>Date &amp; Time</b>	Thursday 27th January 2022 13:00 – 15:30  Microsoft Teams Meeting	
<b>Chair</b>	Ted Allett	Independent Chair
<b>Promoter Attendees:</b>	[REDACTED]	<p>HS2 Ltd (Town Planning Manager)  BBVS  HS2 Ltd (Town Planning Manager)  SCS  HS2 Ltd (Town Planning)  HS2 Ltd (Town Planning Manager)  HS2 Ltd (Town Planner)  Department for Transport (DfT)  HS2 Ltd  HS2 Ltd (Senior Town Planning Manager)  HS2 Ltd (Senior Town Planning Manager)  HS2 Ltd (Town Planning Manager)  LM JV  Department for Transport (DfT)  SCS  HS2 Ltd (Lead Architect)  BBV  HS2 Ltd (Phase 1 Town Planning Lead)  HS2 Ltd (Town Planner)  HS2 Ltd (Head of Town Planning)  Fusion JV  HS2 Ltd (Town Planning Manager)  HS2 Ltd Head of Public Response  Wardell-Armstrong  HS2 Ltd (Senior Project Manager)  Schofield Lothian  HS2 Ltd (Town Planning Manager)  Department for Transport (DfT)  HS2 Ltd (Town Planning Manager)  HS2 Ltd (Town Planning Manager)</p>
<b>Local Authority Attendees:</b>	[REDACTED]	<p>Three Rivers District Council (TRDC)  North Warwickshire Borough Council (NWBC)  Westminster City Council (WeCC)  Warwickshire County Council (WCC)  Solihull MBC  London Borough of Camden (LBC)  North Warwickshire Borough Council (NWBC)</p>

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		<p>London Borough of Hammersmith and Fulham (LBHF)          Buckinghamshire Council (Bucks C)          Hertfordshire County Council (HCC)          London Borough of Camden (LBC)          Solihull Met Borough Council (SMBC)          London Borough of Camden (LBC)          Old Oak and Park Royal Development Corporation (OPDC)          West Northamptonshire Council (WNC)          Buckinghamshire Council (Bucks C)          Warwick District Council (WDC)          Lichfield District Council (LDC)          Birmingham City Council (BBC)</p>
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Item		Action Owner																		
1.	<b>Introductions</b> – were made.																			
2.	<p><b>Review of minutes of the November meeting and outstanding actions.</b>            Request made for draft meeting minutes to be issued more promptly.            The draft minutes were agreed. Action: HS2 to place minutes on the website.</p> <p>Outstanding actions were reviewed:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Date</th> <th style="width: 50%;">Action</th> <th style="width: 40%;">Status</th> </tr> </thead> <tbody> <tr> <td>Sep 19</td> <td>Consider referencing the reverse side of the noise barrier in the next update to the Planning Forum Note.</td> <td>Update under Item 7.</td> </tr> <tr> <td>Sep 19</td> <td>Consider opportunities within Noise Barrier CDE to replace ‘where appropriate’ with ‘as agreed’ or similar.</td> <td>Update under Item 7.</td> </tr> <tr> <td>Sep 19</td> <td>Consider how to progress the suggested additional items (handrails, access steps and fencing) as a separate workstream and present to the Forum at a future meeting.</td> <td>Update under Item 7.</td> </tr> <tr> <td>Nov 20</td> <td>Common approach to fencing (some high-level outputs) to be on the next Planning Forum agenda.</td> <td>Update under Item 7.</td> </tr> <tr> <td>Mar 21</td> <td>Parapet CDE. Withdrawal of a British Standard and the adoption of a Highways England requirement. HS2 looking into the implications of the change on parapet design. Update to be provided at next meeting.</td> <td>Update under Item 7.</td> </tr> </tbody> </table>	Date	Action	Status	Sep 19	Consider referencing the reverse side of the noise barrier in the next update to the Planning Forum Note.	Update under Item 7.	Sep 19	Consider opportunities within Noise Barrier CDE to replace ‘where appropriate’ with ‘as agreed’ or similar.	Update under Item 7.	Sep 19	Consider how to progress the suggested additional items (handrails, access steps and fencing) as a separate workstream and present to the Forum at a future meeting.	Update under Item 7.	Nov 20	Common approach to fencing (some high-level outputs) to be on the next Planning Forum agenda.	Update under Item 7.	Mar 21	Parapet CDE. Withdrawal of a British Standard and the adoption of a Highways England requirement. HS2 looking into the implications of the change on parapet design. Update to be provided at next meeting.	Update under Item 7.	<b>HS2</b>
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	Mar/ Sep 21	Lineside noise barrier CDE design development. Update to be provided at the next meeting.	Update under Item 7.	<b>Chair</b>
	May 21	Signage strategy for HS2 to be brought Planning Forum.	For later Planning Forum.	
	May 21	Partial decisions. The Chair will arrange an additional meeting with a wider selection of authorities to discuss the practicalities of administering such decisions.	TA reported that he had discussed with LB Camden. In the light of the relevant Bucks appeal decision, it was agreed to move forward assuming partial approvals are acceptable.	
	Jul 21	The Chair proposed drafting an interim report covering findings of the Performance Subgroup for sharing with PF.	Chair had presented findings at the November 21 Forum. He has agreed with HS2 & LPAs that they should be disseminated to all parties. DfT have recently issued a letter to LPAs which makes reference to the work of the Performance Subgroup. TA said that he intended to disseminate the findings as a response to DfT's letter, copied to the LPAs. TH (DfT) confirmed DfT's letter was issued 18/01/22 to Local Authority Chief Executives. DR (LBC) confirmed that LBC have responded to DfT. SA (LDC) noted the letter was received from DfT and email also received from early works contractors commending the performance of LDC.	
	Jul 21	HS2 to consider proposal for new PFN to address the issue of start times and types of vehicles arriving at construction sites and feedback.	PG (HS2) noted that as a matter of principle, a PFN cannot give guidance on the interpretation of the EMRs as it is outside the remit of PF and would not be enforceable. In this specific instance, the traffic team will be updating the RTMP to reflect the Construction Commissioner's recommendations. Issue of the updated RTMP is	

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			to be confirmed and managed through the Highways Subgroup.	
	Jul 21/ Sep 21	HS2 and LPAs to reconsider proposed change to PFN 6 (requirement for lorry route approval for local suppliers) and feedback at next PF.	TA said that he had discussed with LB Camden who agreed not pursue their proposed change to the wording on this issue. It was agreed that PFN 6 can now be updated and re-issued by HS2. The changes to include those previously agreed on how material should be presented to show travel routes and to ensure consistency with PFN 17 in terms of the type of information that can be requested by LAs.	<b>HS2</b>
	Jul 21	HS2 and LPAs to consider the proposed change to PFN 6 to introduce requirement for direction of travel arrows on plans.	Agreed, to be included in revised PFN 6.	
	Sep 21	HS2 to provide update on tendering process for GSM-R masts at January 2022 Planning Forum.	MD reported the key contract dates as follows: ITT for GSM-R mast contracts issued in August 2021; tender submissions due April 2022; contract to be awarded March 2023. Planning Forum engagement with Contractor on mast CDE designs planned to take place Q4 2023.	
	Nov	HS2/ML to look into resolving any outstanding SLA issues. LAs to raise any concerns.	No responses received to date however any issues to be sent to Planning Forum inbox which can be raised with ML. Chair noted that EL (NWBC) had twice written to ML and not received a response. Chair to attend Laura Day's drop-in sessions to better understand current issues.	<b>Chair</b>
	Nov 21	HS2 to re-issue guidance note on concrete prepared in 2019.	Re-issued to Planning Forum attendees 12/01/2022.	
	Nov 21	DfT and HS2 to identify suitable contacts to discuss Prolonged Disruption Scheme (PDS).	DJ (DfT) noted that the PDS was intended to be reviewed following launch. DJ (DfT)	

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			<p>requested nominees from Planning Forum to support a review panel and discuss appropriate metrics for review of the PDS. The review is likely to focus on those geographical areas where it is most relevant.</p> <p>DJ (DfT) clarified that noise is used as a proxy for disruption as it is measurable. TA (Chair) to provide a list of names to DJ (DfT) to represent LPAs at the PDS review.</p>	<b>Chair</b>
Nov 21	HS2 to confirm 2022 Planning Forum dates.	2022 dates provided in section 10. Diary invites to be issued.		
Nov 21	HS2 to provide environmental subgroup update.	Update at agenda item 6.		
<b>3.</b>	<p><b>HS2 Project Update</b></p> <p>The Phase 1 Project update was provided by SP (HS2), showing progress on enabling works, main works &amp; stations contracts, key achievements of 2021 and critical path for 2022.</p> <p>MB (Bucks C) requested an update on procurement of rolling stock and predictions of noise level generation to support design of noise barriers. Update to be provided in agenda item 7.</p>			
<b>4.</b>	<p><b>Planning Consents Performance</b></p> <p>MD (HS2) presented charts showing the time taken to determine main works Schedule 17 applications in the last six months. MD noted no significant change from the November Planning Forum in the time taken to determine applications in the previous six months, with approximately one third of submissions determined in 8 weeks or less, one third between 8-16 week and one third over 16 weeks. Approximately half of submissions taking over 24 weeks are lorry route applications.</p> <p>MD (HS2) also presented charts showing Schedule 17 applications currently awaiting determination. These show a significant worsening of the position compared to the November Planning Forum in terms of applications at 16 weeks or over (approximately two-thirds). MD (HS2) noted that the 10 applications at 24 weeks+ are not currently causing significant programme delays but issues continue to be worked on.</p> <p>MD (HS2) also shared a chart showing actual Schedule 17 submissions vs. planned submissions shown in quarterly forward plans. (MD (HS2) clarified that</p>			

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	<p>the planned submission numbers for January were incorrectly shown in the equivalent chart shown at the November Planning Forum and had been amended for January). There was significant slippage in January compared to October/November forward plans as a result of longer than expected pre-apps, pressure on design teams arising from additional requests for information, non-Sch 17 design pressures, and re-profiling of submission programmes. New forward plans for the central area are in the process of being issued.</p> <p>MD (HS2) presented an update on the status of appeals. One appeal had been determined since the last Planning Forum (HS2/APP/17) which took 18 weeks against a target of 9-10 weeks for written reps. appeals.</p> <p>MD (HS2) summarised the significant achievements in 2021. Over 100 Sch 17 applications were determined in 2021 with over 400 planning approvals now delivered across all contracts of Phase 1. There are currently approximately 340 more Main Works Schedule 17 submission planned across of Phase 1.</p> <p>JF (HCC) asked the Forum why there were still delays on delivery of consents? PG (HS2) referred back to the root causes that were discussed in the November 2021 Planning Forum. Delays are not attributable to one single factor but work on improving performance is continuing. JF (HCC) questioned whether an action plan to address the issues identified would assist in improving performance. TA (Chair) mentioned the conclusions of the performance review and noted that identifying resource was still a major factor.</p> <p>EL (NWBC) highlighted that the approach to pre-application engagement continues to vary between contractors. MD (HS2) agreed that there was a difference in approach to pre-app between contractors, and that EL had recently been contacted with a view to reactivating the quarterly meetings. MD said that at present there did not appear to be a correlation between Sch 17 determination times and MW contractors, however this needed to be kept under review. EL (NWBC) highlighted that meetings and presentations of main works applications were an effective tool to improve dialogue and streamline the approval process. MD to raise the issue of improving Schedule 17 engagement internally.</p> <p>JF (HCC) noted that support for new resource in planning in general should be raised by HS2 with DfT to seek to address future resourcing issues.</p>	<b>HS2</b>
<p><b>5.</b></p>	<p><b>Local Authority Feedback and Issues Arising</b> No specific items raised.</p>	
<p><b>6.</b></p>	<p><b>Environmental Sub-Group update</b></p> <p>NW (HS2) provided a summary of how the EHO Subgroup functions noting that it has an independent chair and generally meets in the week after Planning Forum. The group reviews air quality compliance, noise and vibration issues and any other environmental related issues that have arisen.</p>	

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	<p>NW (HS2) identified some guest speakers at the group and highlighted the purpose of the noise working groups.</p> <p>JF (HCC) requested the minutes of the February meeting are circulated which refer to light spill and how it is dealt with. NW (HS2) will provide the link to all meeting minutes to ensure that any post meeting notes are also provided. Slides for the February meeting are also to be provided.</p> <p>Regarding rolling stock noise generation, NW (HS2) noted that a specification has been set within the contract criteria regarding noise generation levels. All bidders indicated that the standards can be met. A full update on this issue is to be provided at the next EH Subgroup meeting on 03/02/2022.</p>	HS2
7.	<p><b>Common Design Elements and Design Approaches Update</b></p> <p>MS (HS2) provided a summary of progress to date, noting that discussions regarding changes to design of parapets for road overbridges are to take place first quarter 2022 once contractors are available through Planning Forum Design Group. The current parapet CDE is still available for use.</p> <p>MS (HS2) indicated that work continues in pursuit of a CDE for lineside noise barriers, with a draft of a PFN due to be circulated internally first quarter 2022 to review with contractors. It could propose two types of lineside noise barrier, Type A for less sensitive areas and Type B for more sensitive areas, to be agreed with LAs. Both types would comprise concrete panels with steel posts with Type B being more refined (e.g. hidden posts).</p> <p>MS (HS2) noted that a fencing design approach has gone through first draft and is awaiting confirmation from the HS2 security team and governance approval. The aim is to have an update by March Planning Forum.</p> <p>JS (SMBC) questioned when the Design sub-group may be in a position to engage in pre-application discussions regarding parapet designs for a CDE. MS (HS2) indicated that the timescales were reliant on EKFB advancing their main works consents programme as a priority before pre-application discussions on parapets CDE would commence. MB (Bucks C) asked if there was an approximate date. MS (HS2) will discuss with contractors for an approximate date.</p> <p>TA (Chair) noted that numerous CDE actions are very old and progress had been disappointing. TA asked if there was any assistance that could be provided by Planning Forum to increase momentum on CDEs. MS (HS2) to consider how this can be moved forward with assistance from the Chair.</p>	<p>HS2</p> <p>HS2</p> <p>HS2</p>
8.	<p><b>Community Engagement</b></p> <p>SG (HS2) advised that December was a relatively quiet month for helpdesk contacts. Complaints received across the Phase One route were generally</p>	

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	<p>lower throughout December 2021. The majority of complaints continue to be related to construction. Escalations to the ICC are very low.</p> <p>The new KPI relating to urgent construction enquiries and complaints has now been reported on. Between October and December 2021, 88% of urgent enquiries and complaints were responded to within 2 working days. A review workshop on this particular KPI with contractors is planned for March 2022.</p> <p>The impact assessment report from the HS2 intelligence officer for December will be combined with January’s report while a new HS2 intelligence officer is brought on board.</p> <p>JF (HCC) mentioned letters to residents regarding HS2 land acquisition powers and queried how the community engagement team was engaging with residents over this issue. SG (HS2) noted that the engagement team had been briefed by the land and property teams on responses to be given to residents: however, the comment will be raised with both teams. Any specific requests were requested to be passed to SG (HS2).</p> <p>TH (DfT) noted that the HS2 land acquisition powers end in February 2022. TA (Chair) suggested that clarification would be welcomed on sub-soil land acquisition. JF (HCC) to forward details of a query received on this issue to SG (HS2) for it to be raised with the land and property team. MB (Bucks C) mentioned that a helpline number on notices is often insufficient and an explanation to households on compulsory purchase, particularly where it related to highways grass verges or sub-soil, is required.</p>	<p><b>HS2</b></p>
<p><b>9.</b></p>	<p><b>Appeals and Judicial Reviews Update</b></p> <p>MD (HS2) noted one appeal has been determined since last Planning Forum on the the lorry route in Balsall Common, Solihull (HS2/APP/17). This appeal was dismissed and is the first HS2 appeal to have been dismissed.</p> <p>The Inspector considered that there were sufficient highway safety concerns with the proposed route to warrant the consideration of whether there was a suitable alternative. The Inspector determined that an alternative route was available but that it could not be mandated through an amended decision or condition amending the submitted route. The appeal was therefore dismissed.</p> <p>HS2 is proposing to resubmit the application and has been in discussion with Solihull officers on additional traffic management measures.</p> <p>An appeal at Bromford Tunnel East Portal (North Warwickshire) remains under consideration.</p> <p>There are three live Judicial Reviews (APP/HS2/14 A422 Brackley Road, APP/HS2/16 Wendover Green Lorry Route, APP/HS2/10-13 A413 Lorry Routes). The applications have been rolled into a single JR hearing to be heard together.</p>	



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	<p>Details of all appeals and JR decisions are available on the Planning Forum gov.uk website which has been updated with the HS2/APP/17 decision:</p> <p><a href="https://www.gov.uk/government/publications/hs2-phase-one-planning-forum-planning-appeal-decisions">https://www.gov.uk/government/publications/hs2-phase-one-planning-forum-planning-appeal-decisions</a></p> <p>MD noted that 12 of the 18 appeals to date have concerned lorry route applications.</p>	
<p><b>10.</b></p>	<p><b>Forward Plan / AOB</b></p> <p>Dates for future 2022 Planning Forums were proposed as follows:</p> <ul style="list-style-type: none"> <li>• 17th March</li> <li>• 26th May</li> <li>• 28th July</li> <li>• 29th September</li> <li>• 24th November</li> </ul> <p>MD (HS2) noted that there were not specific agenda items to add to future Planning Forum agendas other than standing items. JF (HCC) queried whether Mark Thurston (HS2) could give a presentation at a 2022 Planning Forum and also the construction commissioner. MD (HS2) to find out availability of both parties.</p> <p>JF (HCC) also requested that the Prolonged Disruption Scheme review should be updated on at a later Planning Forum as well as updates on the Highways Subgroup and the Heritage Subgroup.</p> <p>PG (HS2) confirmed that all Phase One Planning Forum members had been consulted on the proposal to extend the appointment of its Chair for a further three years. No concerns had been raised following the consultation and the contract extension is therefore agreed on that basis.</p>	<p><b>HS2</b></p>
	<p><b>End</b></p>	