# Meeting minutes
## Phase One Planning Forum – Heritage Subgroup
## Notes – December 2022

| Meeting date | Tuesday, 06 December 2022 |
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| Meeting location | Microsoft Teams and Snow Hill |
| Meeting time | 10:00 am – 12:30 pm |

| Presenters |
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| **Chair:** Head of Historic Environment HS2 |
| **Heritage:** Head of Historic Environment HS2; Historic Environment Lead, Historic Environment Data Manager; Historic Environment Managers for North, Central and South, Burial Grounds Co-ordinator |

| Attendees |
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| **Organisation** |
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| Buckinghamshire County Council; Northamptonshire County Council; Hertfordshire County Council; Chiltern District Council; South Northants District Council; Solihull Metropolitan Council; Birmingham City Council; Staffordshire County Council; Warwickshire County Council; Greater London Archaeological Advisory Service; Historic England |
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# 1    Welcome and introduction

1.1    HS2 outlined the agenda and meeting etiquette.

**Action 1: circulate the notes and presentation slides to attendees**

# 2    Team news

2.1    HS2 outlined recent historic environment team changes, notably the incorporation of the Delivery colleagues into the team.

# 3   Post excavation update

3.1   HS2 provided a recap on the post excavation services procurement for Phase One (and P2a), the completion of the pre-qualification exercise and outlined next steps, namely Hs2 governance and release of the Invitation to Tender documentation.

# 4   Enabling research and knowledge sharing

4.1   HS2 summarised the range of activities that HS2 has facilitated and contributed to. This includes research with a number of different universities, the Francis Crick Institute and Historic England's mapping project.

4.2   The team, supply chain and other industry colleagues have contributed to local, national and international conference sessions. Community engagement has continued via lectures to local groups, participation in the Festival for Archaeology and a display at Discover Bucks Museum of the Roman statues from St Mary's.

4.3   Historic England congratulated the team on the various research projects in process.

4.4   Questions: Historic England asked if HS2 could share how we are achieving integration pf community engagement and inclusivity into the post excavation requirements; knowledge share would assist Historic England in an internal project.

**Action 2: HS2 to review what can be shared.**

# 5   Digital Data Highlights

5.1   HS2 presented on the vast digital data archive being integrated from the supply chain and sent to the various council historic environment records (HER).

5.2   Questions: Staffs CC if the slides can be shared with the HER officers

5.3   HS2 confirmed that the slide deck would be available

5.4   Questions: Warwks CC queried if the Project Plan titles and reference numbers were tied to the GIS data?

5.5   Staff CC confirmed that they were and HS2 confirmed that data transmittals from HS2's document control system (eB) was emailed to the HERs.

5.6   Questions: Bucks CC queried who should be verifying OASIS reports

5.7   Staff CC confirmed that HS2 was content to do that, but gave the HER officers the option to do so.

**Action 3: Warwks CC HERs officer to contact HS2 historic environment data manager with any queries.**

**Action 4: Buck CC to send query to HS2 to ensure a complete understand.**

**Action 5: HS2 to send out a response to clarify verification of OASIS.**

# 6    Burial grounds

6.1    HS2 provided an update on works in relation to burial grounds, outlining numbers retained for analysis and progress on reburial.

6.2    Historic England asked if the work at Brookwood had been preceded by archaeological investigation work

6.3    HS2 confirmed that archaeologists were in attendance at the topsoil strip and that the area had been previously impacted and comprised made-ground.

6.4    Bucks CC asked if the reburial site for St Mary's was known?

6.5    HS2 confirmed that Stoke Mandeville parish had recently received planning consent.

6.6    GLAAS asked if there was an update on the possible Church Archive/s of Human Remains discussion.

6.7    HS2 confirmed that discussions with other Historic England colleagues had been held and that it was unlikely to be realised via HS2.

**Action 6**: **HS2 to send further information to Bucks CC.**

# 7    Area North Update

7.1    HS2 outlined the works undertaken in Area North by the Enabling Works Contractor LM, including recording works at Coleshill Farmhouse, Coleshill moated site and Drayton Basset.

7.2    The Main Works Contractor, BBV, is undertaking historic environment works including building recording at Fields Cottage.

7.3    Also included was a lookahead to BBV works in 2023.

7.4    Questions: Warwks CC asked about the piling work at Coleshill where redesign had not been possible.

7.5    HS2 confirmed that piling had now commenced.

7.6    Warwks CC noted that it would be good, if possible, to be able to retain the gatehouse stones.

7.7    Warwks CC requested further detail on the Heritage Strategy.

7.8    **Action 7: HS2 to send a copy to Warwks CC**.

# 8    Area Central Update

8.1    HS2 outlined the close out of the on-site archaeological works by Fusion (Enabling Works Contractor) and the fieldwork and post excavation assessment reports produced.

8.2    The Main Works Contractor, EKFB will now take over the residual scope for fieldwork and reporting.

8.3    Also outlined was a lookahead to EKFB works in 2023, including construction integrated recording works into 2024.

8.4    Historic England highlighted that the quality of the post excavation assessment reports has been very high; the work that the contractors have done has been excellent.  HE recognises the massive undertaking and the huge effort that has gone into them.

8.5    HS2 replied that the external validation work undertaken by HE and the LPAs is an extremely important part of the success of the documents.

# 9    Area South update

9.1    GLAAS asked if HS2 had considered moving the grave ledgers from St James's to Brookwood.

9.2    HS2 replied that this had been considered in the design process, discussions with Brookwood Cemetery revealed that they would not allow them as upstanding monuments. It would never have been possible to incorporate all of them