Title:	Planning Forum for HS2 Phase 2b		
Date & Time	Wednesday 10 th November 2021 10:30 – 13:30 Microsoft Teams (Virtual meeting)		
Chair	Independent Chair		
HS2 Ltd	HS2 Ltd - Head of Town Planning		
Attendees:	HS2 Ltd - Town Planning Lead, Phase 2		
	HS2 Ltd- Senior Town Planning Manager		
	HS2 Ltd- Town Planning Manager HS2 Ltd – Town Planning Assistant		
	HS2 Ltd- Technical Engagement Manager		
	HS2 Ltd- Head of Consultation and Engagement		
	HS2 Ltd- Community Engagement Manager		
	HS2 Ltd- Senior Petition Manager		
	HS2 Ltd- Hybrid Bill Delivery Director		

Local Authority Attendees:	Carlisle City Council (CaCC) Carlisle City Council (CaCC) Manchester City Council (MCC) Manchester City Council (MCC) Trafford Council (TC) South Ribble Borough Council (SRBC) Warrington Borough Council (WBC) Cheshire West and Chester Council (CWCC) Cheshire West and Chester Council (CWCC) Wigan Council (WC) Wigan Council (WC) Cheshire East Council (CEC) Cumbria County Council (CuCC)
	, ,
Promoter Attendee:	Department for Transport (DfT)
Apologies:	HS2 Ltd- Town Planning Manager

Item		Action
		Owner
	Welcome and Introductions	
	Chair opened the meeting.	

1	Review of Minutes from Previous meeting	
	 The actions from the previous meeting were discussed (See slide): Item 1 - If an FOI request is received by an authority there is no requirement to request permission from HS2 prior to sharing the information from this meeting. However, on other phases authorities generally let HS2 know of any requests and consider any advice offered by HS2 on the applicability of FOI legislation. Item 6: HS2 Ltd circulated the hybrid Bill explanatory paper on 12th October 2021. Item 6: Members to progress Lead Local Authority process amongst themselves Item 8: Pre-meets with Chair was discussed later in the agenda The minutes were accepted as correct by members. 	
2	Purpose of current meeting	
	HS2 ltd explained that the current purpose of the meeting is to share information on HS2 planning and environment processes including the EMRs ahead of Bill deposit in preparation for dialogue within the Forum after deposit.	
3	2b EMRs -	
	 HS2 Ltd provided an update of the draft Phase 2b EMRs: There have been some minor but essential updates to the 2b EMRs from the previous 2a versions – principally in terms of referencing and numbering to be in line with the Bill. The Planning Memorandum has been updated to include clearer wording around validation, the phasing of decisions and the relationship with the EMRs. 	
	A question was asked whether the changes to the Planning Memorandum are available now? HS2 Ltd said that the draft Memorandum will be available at Bill Deposit. However, the EMRs will be in draft until Royal Assent and can be discussed after the point of Bill deposit. It was agreed after deposit that a short summary tables of changes would be communicated to Forum Members at a future meeting. ACTION	HS2
	HS2 Ltd's Head of Consultation and Engagement mentioned that HS2 Ltd is currently putting together a handling plan for the process of letting members know about the EMRs and other key documents. Will go into more detail when these are about to be published.	

	A Forum member suggested it would be good to have representation from relevant officers for specific details e.g. highways and environment health. HS2 Ltd stated that currently there is just the Planning Forum but after Bill deposit there will be subgroups to discuss these specific details. It was also asked if there is there any feedback from previous phases on whether authorities resourced these activities with contractors or in house staff? HS2 it was difficult for it to say on how authorities resourced activities associated with the Bill but the impression it had was that it was a mixture.	
4	HS2 Ltd provided an update on community engagement: • There has been an update to the Community Engagement Strategy reflecting the lifecycle of the project and lessons learnt. Furthermore, a new operating model has been put in place on Phase One which means that contractors are principally undertaking engagement on the ground rather than through HS2 staff (See slides). Some of the commitments in the previous strategy were hard to measure so they have been adjusted to make it easier to measure progress. • Engagement took place for feedback on the Strategy with a variety of groups (See slide) and the feedback made it clear that a new Strategy was needed. • The newest version of the Community Engagement Strategy 'Respecting People and Respecting Places' was released the end of October. This is concise than the previous version and contains clearer language and deliverables (See slide for further details). It was asked in the meeting chat if HS2 Ltd could circulate the link to the 'Respecting People and Respecting Places Community engagement strategy'. HS2 Ltd agreed to circulate link ACTION. This was circulated in the meeting chat. For ease of reference it is copied below: https://www.gov.uk/government/publications/hs2-ltds-community-engagement-strategy	HS2 Ltd
5	Update on the Bill and Changes to Highways Powers HS2 Ltd gave an update on the highways powers in the Bill. • With the aim of learning lessons from previous Bills, there will be a few changes in the new Bill. • The Forum was updated on the changes to the highways powers within the bill (See slides).	

 The change is a new provision to allow the temporary stopping up of highways without the consent of the highway authority in cases of emergency/urgent works. It was explained that this power is similar to a power Traffic Authorities have in emergency situations. A member asked if the time a highway could be stopped up under the provision was limited? It was explained that given the provision related to emergency/urgent works it would be hard to put a time limit on the stopping up allowed, but this could be something discussed in the Highways Subgroup to the Planning Forum after Bill deposit. A member further responded raising concerns about the definition of emergency/urgent works and expressed strong concern to the principle of unlimited (in terms of duration) stopping up powers associated with such a provision. 	
Planning authority feedback and matters A premeeting was organised by the chair on the 28 th October and four possible matters for discussion at Forum were fed back to HS2 Ltd. Chair discussed these points with HS2 Ltd and HS2 Ltd responded to them in the meeting: 1. Land acquisition and disposal matters — these are outside the scope for the Forum. However, policies on these matters will be in Information Papers published to be published at Bill deposit. The existing Information Papers for previous phases are good examples of what these may look like for phase 2b. HS2 Ltd will circulate the links to the property policies for 2a and 2b after the forum meeting ACTION. 2. How authorities will be involved in the detailed design process — HS2 Ltd explained that this process is several years away, starting after Royal Assent. However, an item on how this has worked on earlier phases can be put on the agenda for a meeting in spring 2022. ACTION. 3. Lessons learnt from Phase One Schedule 17 applications — it was suggested that authorities from earlier phases could attend 2b Forum to share their experiences. This will be added to the Forum agenda in spring/summer 2022 combined with the matter above. ACTION. 4. Local Authority Funding — members asked about the funding that will be available to them associated with their work on HS2 post Royal Assent. HS2 Ltd explained that for activities after Royal Assent the policy will be set out in an Information Paper published at Bill deposit. If having reviewed this Information Paper members wish to discuss the matter it will be added to the Forum agenda in 2022. ACTION.	HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd
A forum member questioned whether time sheeting could be adjusted to cut down time spent on SLAs as they had heard this has	

	been an issue on Phase 1. HS2 Ltd said that time sheeting is important for controlling the spend of HS2 Ltd and a critical part of	
	the audit process. HS2 agreed to have further discussions with	
	members to see if these can be made more efficient ACTION .	
	It was noted that there are SLAs to cover activities pre-Royal	
	Assent. If members have any questions about these they should contact the Engagement Team.	
	5. Forum was reminded that this is a collective meeting and HS2 Ltd are open to adding any agenda items they would like discussed.	
7	Arrangements for next meeting- Chair	
	The chair said that the invites for the meetings in upcoming year (2022) had been sent out to members.	
	He will be looking into a date for pre-meetings to take place with enough time prior to the Forums.	
	Will come back to the forum with a proposed a pre-meet with enough time prior to the next forum (12 th January) ACTION.	Chair
8	AOB	
	In respect of the earlier discussion on SLAs, HS2 will continue to liaise with	
	the main point of contact at each local authority for these, but if LPAs wish	
	to involve planners in these meetings to let HS2 know. It can then be	
	reported at a future Forum.	
	END	