



## INDEPENDENT PHASE ONE PLANNING FORUM FOR HS2

		Lichfield District Council (LDC) Staffordshire County Council (SCC) OPDC Buckinghamshire Council (Bucks C) Birmingham City Council (BCC)
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Item		Action Owner												
1.	<b>Introductions</b> – were made.													
2.	<p><b>Review of minutes of the July meeting and outstanding actions.</b></p> <p>Additions to minutes of the July Planning Forum were presented and their inclusion into the minutes was agreed. Minutes were agreed.</p> <p>Outstanding actions were reviewed:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 45%;">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>Updated draft Noise Barrier PFN18 issued to Members for comment 23/09/22 which does reference reverse side of noise barrier.</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>Updated draft Noise Barrier PFN18 issued to Members for comment 23/09/22</td> </tr> <tr> <td>Jan 22</td> <td>Prolonged Disturbance Scheme review being undertaken with Feedback to be provided by DfT</td> <td>Review of historical data from Phase One is progressing with particular look into disruption in three case study areas; Camden, Old Oak Common and Calvert. Further engagement with PDS review panel took place end of August/Early Sept to review data and discuss recommendation with a view to the review concluding in the Autumn. Update to be provided at November Planning Forum.</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.	Updated draft Noise Barrier PFN18 issued to Members for comment 23/09/22 which does reference reverse side of noise barrier.	Sep 19	Consider opportunities within Noise Barrier CDE to replace ‘where appropriate’ with ‘as agreed’ or similar.	Updated draft Noise Barrier PFN18 issued to Members for comment 23/09/22	Jan 22	Prolonged Disturbance Scheme review being undertaken with Feedback to be provided by DfT	Review of historical data from Phase One is progressing with particular look into disruption in three case study areas; Camden, Old Oak Common and Calvert. Further engagement with PDS review panel took place end of August/Early Sept to review data and discuss recommendation with a view to the review concluding in the Autumn. Update to be provided at November Planning Forum.	DfT
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Mar 22	Concern re. Progress on CDEs. HS2 to consider how Planning Forum can assist with the delivery of CDEs	Updated PFN18 circulated 23/09/22. Updated PFN 16a and 16b to be issued following discussion with Bucks on 3rd October.	HS2
Mar 22	HS2 to issue a programme for the completion of lineside noise barriers PFN	Updated draft Noise Barrier PFN18 issued to Members on 23/09/22	
Mar 22	HS2 to issue programme for parapets on road overbridges design	Discussion with Bucks Council to take place 3rd October and an updated draft to be issued following this meeting.	
Mar 22	HS2 to arrange for a future presentation on the fencing design approach	Presentation from [REDACTED] (HS2) at Item 6	
Mar 22	HS2 to arrange a discussion session with LPAs regarding the position on SLAs and on timesheet scrutiny.	3 open sessions of 2 hours to be arranged for all LPAs to attend in October and November. Dates to be circulated by [REDACTED].	HS2
Jul 2022	TA (Chair) requested feedback via email from LPAs that the request for a Sch17 workflow process was being acted upon.	5 LPAs have responded to TA (Chair) noting that procedures are being revised to accommodate the request. TA (Chair) re-iterated the request for LPAs to respond to the request.	Chair/HS2
Jul 2022	HS2 to request thoughts from MWCCs re. a workshop or questions to be put to LPAs and vice versa regarding strengths and weaknesses to identify areas for improvement	TA (Chair) to discuss with HS2.	
Jul 2022	MD/HS2 to look at the guidance provided to contractors regarding written statements and the provision of a summary of how Sch17 applications have been assessed against relevant parts of the Act	The points raised have been communicated within the IPTs.	
Jul 2022	HS2 to update draft PFN18 on gaps between cranked elements of noise barriers	Updated draft Noise Barrier PFN18 issued to Members on 23/09/22	
Jul 2022	HS2 to update draft PFN 18 to include diagram explaining heights of barriers	Updated draft Noise Barrier PFN18 issued to Members on 23/09/22	

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	Jul 2022	HS2 to revise or remove para 2.1.2 of draft PFN 16a	Discussion with Bucks Council to take place 3rd October and an updated draft to be issued following this meeting.	HS2	
	Jul 2022	HS2 to facilitate green verges discussion	As above		
	Jul 2022	HS2 comms team to explain what makes up 'other' category in complaints reporting	Update in Item 7		
	Jul 2022	HS2 to investigate with Align any complaints which have not been responded to	Address outside of PF		
	Jul 2022	HS2 to review complaints website wording and the potential for any clarification	Update in Item 7		
	Jul 2022	HS2 to issue a sample email that goes to complainants explaining next steps	To be issued following update in Item 7		
	Jul 2022	HS2 to update and issue appeals digest following JR decisions	To be issued following Planning Forum		HS2
	Jul 2022	HS2 to look at providing a presentation updating on early stage mitigation works	To facilitate for a 2023 Planning Forum		HS2
	Sep 2022	Complaint had been raised regarding comments submitted to ICC not being directly responded to. TA (Chair) to recommend that complainant speak to relevant LPA representative on the ICC steering group, Richard Lumley.	TA (Chair) to update		
<b>3.</b>	<b>HS2 Project Update</b>				
	The Phase 1 Project update was provided by DE (HS2), showing progress on enabling works, main works & station contracts.				
<b>4.</b>	<b>Planning Consents Performance</b>				
	MD (HS2) presented charts showing the time taken to determine the main works Schedule 17 applications in the last six months. MD noted performance is broadly similar to previous months.				
	MD (HS2) also presented charts showing Schedule 17 applications currently awaiting determination. These show a higher proportion of applications in the				

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	<p>8-16 week determination period however It is too early to concluded this is evidence of a trend of worsening performance.</p> <p>MD (HS2) also shared a chart showing actual numbers of Schedule 17 submissions vs. planned submissions shown in quarterly forward plans. MD (HS2) noted that performance against forward plans could be improved.</p> <p>VC (BCC) noted that where there are a number of consents being received at similar times,a pragmatic discussion with HS2 is required about what to deal with first to assist with programme.</p> <p>MD (HS2) presented an update on the status of appeals, with 5 live appeals. Appeal determinations are significantly over and above the guideline determination periods. However, MD noted that some delays to determinations have arisen from time taken for HS2 to respond to PINS with additional information that has been requested.</p> <p>TA (Chair) presented statistics on determination periods for Phase 1 LPAs from MWCCs with more than 5 submissions. TA (Chair) highlighted that most LPAs are doing well and dealing with Sch17 consents in a timely manner. JF (HCC) suggested that statistics reporting was reduced to a single slide for future forums as consent delays appear to be focused on a smaller number of authorities as opposed to being a Forum wide issue. HS2 to consider statistics slide content.</p> <p>TA noted that only 5No. authorities had so far responded to his letter in June 2022 to all Local Authorities requesting that processes are put in place showing how Schedule 17 submissions can be determined in eight weeks.</p>	<p><b>HS2</b></p>
<p><b>5.</b></p>	<p><b>Local Authority Feedback and Issues Arising</b></p> <p>VC (BCC) raised a comment about optioneering. There have been examples of Sch17 applications not documenting how design options have been seelcted. Further details on the optioneering process would assist the determination of the submission. HS2 to feed the request through to contractors and will be reminding MWCCs that Written Statements should cover this point.</p> <p>TJ (Bucks C) queried process of where HS2 would cover the costs of an appeal. PG (HS2) noted that HS2 would cover the LPA costs of an appeal should HS2’s appeal be dismissed, which is more generous than the standard TCPA process.</p> <p>EL (NWBC) queried the position on appeal costs when the relevant LPA and HS2 disagreed on the definition of authroised works under the Act and where this has subsequently led to an appeal for non-determination. PG (HS2) noted that this position was unique and may warrant a case specific discussion.</p> <p>EL (NWBC) also mentioned PFN2 regarding drawings and specifications. Suggestion that requests for further information from LPAs may arise due to a</p>	<p><b>HS2</b></p>

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	<p>lack of detail in PFN2 as to the level of detail required in drawings. PG (HS2) mentioned that if LPAs have any suggestions for amended wordings to PFNs that the suggestions are made so HS2 can consider. TA (Chair) noted that the next Planning Forum pre-meet could discuss this point with a view of proposing some amendments.</p> <p>A serious point was made that HS2 must by law ensure consent is in place before any significant works commence. PG (HS2) noted that if any LPAs believe that any works have commenced without the correct consents in place that it is raised with HS2 so that it can be fully investigated.</p> <p>VC (BCC) raised a concern with determining adjacent works packages covered by different contractors and requested co-ordinated discussions with the LPA so both sets of works can be considered together. PG (HS2) noted the difficulty but stressed that HS2 Planning Managers will endeavor to provide as much detail as possible to allow LPAs to make reasoned determinations.</p>	<p><b>LPAs</b></p> <p><b>HS2</b></p>
<p><b>6.</b></p>	<p><b>Common Design Elements and Design Approaches Update</b></p> <p>MS (HS2) updated on the amendments made to PFN18 which was issued as a proposed final draft on 3<sup>rd</sup> October 2022. EW (SDC) requested some final amendments to make reference to ground for refusal in the Act around amenity and environment. EW (SDC) to propose amendments to HS2 and PFN18 to be agreed should no further comment be received within 21 days.</p> <p>MS (HS2) updated on the amendments made to PFN16a and 16b. Amendments have been made since July Planning Forum however one area of discussion remains outstanding regarding green verges. A meeting with EKFB, HS2 and Buck C has been arranged for 3<sup>rd</sup> October to try to resolve the debate. Updated drafts of the PFNs to be issued following this discussion with a view to agreeing by no objection.</p> <p>ML (WNC) raised an issue with parapet heights responding to equestrian use and questioned whether a 1.8m high barrier can be introduced? MS (HS2) confirmed that there is no design for a 1.8m high barrier and a new design would need to be developed and tested for only a limited number of instances. TA (Chair) requested that LPAs raise with HS2 if there is a wider need for this option in order for it to be considered by HS2.</p> <p>At the suggestion of the Chair, in view of the limited time left, CB (HS2) agreed to the presentation on fencing strategy being deferred to a future Forum.</p> <p>EH (HS2) provided a presentation on the signage strategy for Phase 1. TA (Chair) requested a further presentation from EH (HS2) at a point when the HS2 Wayfinding Strategy had been advanced.</p>	<p><b>EW (SDC)</b></p> <p><b>HS2</b></p> <p><b>LPAs</b></p>
<p><b>7.</b></p>	<p><b>Community Engagement</b></p>	

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	<p>VB (HS2) noted a slight drop in help desk calls in August compared to July. 101 complaints received during August primarily on Phase 1. Traffic and Transport remains the most common complaint reason. No escalations to the ICC or to the Step Two internal review process were recorded during August.</p> <p>VB (HS2) noted that the 'Other' category covers obscure comments or comments unrelated to the railway. HS2 to provide some examples for next Planning Forum. VB (HS2) also requested further feedback from LPAs on any specific concerns over the format of the online feedback form.</p>	<p><b>LPAs</b></p>
<p><b>8.</b></p>	<p><b>Appeals and Judicial Reviews Update</b></p> <p>MD (HS2) updated on the five live planning appeals. Regarding Bromford Tunnel East Portal appeal (APP/HS2/18), HS2 and NWBC are awaiting guidance from PINS on the next steps in the determination of the appeal. This appeal has been recovered by the SoS.</p> <p>The Waste Lane #2 appeal (APP/HS2/19) is also to be recovered for determination by the SoS; appeal decision awaited.</p> <p>The two Borrow Pit appeals currently live (APP/HS2/20 WCC Borrow Pit No.2, APP/HS2/21 WCC Borrow Pit No.1) are awaiting determination.</p> <p>Another appeal has been submitted in September (APP/HS2/22 – Bowood Lane Bridge) and is with PINS for determination.</p> <p>There are no currently live judicial reviews.</p> <p>Details of all appeals and JR decisions are available on the Planning Forum gov.uk website and the appeals digest is to be updated to reflect the latest decisions. An updated version is to be issued before next Planning Forum</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><b>HS2</b></p>
<p><b>9.</b></p>	<p><b>Forward Plan / AOB</b></p> <p>Dates for future 2022/2023 Planning Forums were proposed as follows:</p> <ul style="list-style-type: none"> <li>• 24th November - Update from Construction Commissioner and Carbon update</li> <li>• 26th January</li> <li>• 23rd March</li> <li>• 25th May</li> <li>• 20th July</li> <li>• 21st September</li> <li>• 23rd November</li> </ul> <p>The Chair said these dates might change, in agreement with HS2, to better</p>	

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	<p>accommodate senior Directors' attendance.</p> <p>Additional presentations to be allocated to a Planning Forum:</p> <ul style="list-style-type: none"><li>• Early construction sites and the mitigation measures focusing on the progress and effectiveness of the advance planting mitigation</li><li>• Rearranged fencing strategy presentation</li><li>• Further signage strategy presentation</li></ul> <p>AOB</p> <p>JF (HCC) requested a discussion regarding land disposal strategy be raised and developed. PG (HS2) noted there is an information paper setting out the policy on land disposal and requested JF (HCC) clarify what further information she would like to see presented. HS2 to circulate the Information Paper regarding land disposal.</p>	<p><b>JF (HCC)</b> <b>HS2</b></p>
	<p><b>End</b></p>	