

Title:	Independent Planning Forum for HS2 – Phase One	
Date & Time	North Meeting Wednesday 21st January 2.00 – 4.00 pm Warwick Hilton, Warwick	
Chair	██████████	Independent Chair
Promoter Attendees:	██████████ ██████████ ██████████ ██████████	HS2 HS2 HS2 DfT
Local Authority Attendees:	██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████	Stratford District Council Warwickshire County Council Solihull Metropolitan Borough Council Warwick District Council Buckinghamshire County Council Stafford Borough Council Staffordshire County Council Lichfield District Council

Item		Action Owner
1.	Introductions	
	Introductions were made.	
2.	Review of notes & actions from last meeting	
2.1	The notes were agreed as an accurate record.	
2.2	<p>Outstanding actions (December 2014)</p> <p>The table was gone through by the Chair and the following additional points raised:</p> <p><i>North / South:</i> Chair explained that the HS2 Phase One Planning Forum webpages are now live and sought feedback from the authorities. There were no substantive comments from authorities and it was agreed that the format is acceptable.</p> <p>Action: HS2 Ltd to roll out Subgroup webpages in the same format as Planning Forum and provide an update in the next meeting.</p> <p><i>North:</i> Buckinghamshire County Council advised that the Sharp Pritchard letter regarding ‘working groups’ had been circulated to authorities. The Chair and some authorities noted that they had not received the letter.</p> <p>Action: Buckingham County Council to recirculate the Sharp Pritchard</p>	<p>HS2 Ltd</p> <p>Bucks CC</p>

	<p>letter to the Planning Forum distribution list.</p> <p><i>North:</i> Chair asked whether the outcome of ‘working groups’ should report to the Planning Forum and Subgroups. HS2 Ltd advised that this is correct, given that the outcomes would be applicable route-wide.</p>	
3	<p>Feedback from LPAs on Draft CoCP sections 12, 15, 16</p> <p>The Chair explained that at their pre-meeting, the LPAs had collated the comments on sections 12, 15 and 16 of the Draft CoCP. He then highlighted some of the LPAs’ key issues around landscape and visual, waste and materials, water resources and flood risk. HS2 Ltd noted the key points raised by authorities.</p> <p>Action: LPAs to agree their collated comments on sections 12, 15 & 16 of the CoCP following tomorrow’s South meeting, and send to HS2 Ltd.</p> <p>Action: HS2 Ltd to feedback comments on Draft CoCP relevant to authorities via future Planning Forum and relevant Subgroup meetings.</p>	<p>Chair</p> <p>HS2 Ltd</p>
4	<p>Feedback from LPAs on HS2/DfT comments on Draft General Principles and Environmental Memorandum</p> <p>4.1</p> <p>Items previously identified by LPAs on General Principles and Environmental Memorandum were discussed in table / topic order. It was agreed that items would be ‘greyed out’ if HS2 Ltd comments are considered to be reasonable by authorities or if the item is no longer to be taken forward at Planning Forum.</p> <p><i>Consolidated comments attached to the minutes as a record of the meeting. Any additional comments on items are included on the table in red text.</i></p>	
5	<p>Select Committee Update</p> <p>DfT provided an update with regard to recess dates:</p> <ul style="list-style-type: none"> ▪ 12 February – 23rd February 2015 ▪ End of March 2015, expect Parliament to dissolve in preparation for the General Election <p>Further updates were provided on the likely select committee programme (up to the dissolution of parliament) and post-election arrangements in terms of committee membership and programme.</p> <p>Chair asked if an interim Select Committee report would be published before the General Election. DfT explained that there had been no formal announcement on the matter, although a report is likely.</p>	

	<p>Buckinghamshire CC enquired as to whether a potential new Select Committee post-election would have the same training / tutorials as the current committee. DfT confirmed this.</p> <p>The approach to ongoing surveys and Supplementary Environmental Statements was outlined. It was explained that there is an expectation post-election that an Additional Provision will be introduced to Select Committee.</p> <p>DfT informed the Subgroup that Planning Forum, National Environment Forum and Highways Subgroup was mentioned at Select Committee on 28th October 2014 - highlighting the important role of the Planning Forum meetings.</p> <p>DfT provided an update on the publication of the Undertakings and Assurances Register, explaining its purpose and the intention to include a search facility.</p>	
6	HS2 Updates	
6.1	<p>Subgroups</p> <p>HS2 Ltd provided an update on the key agenda items at the most recent Highways, Heritage and Environmental Health Subgroup meetings.</p> <p>The next SubGroup meetings are due to take place:</p> <ul style="list-style-type: none"> • Highways: 25th February 2015 • Heritage: 20th April 2015 • Environmental Health: 26th March 2015 	
6.2	<p>Project Updates</p> <p>HS2 provided an overview update on new packages of property compensation and financial assistance announced on 16th January 2015 by the Secretary of State for Transport.</p> <p>Links were provided to the new Residents Charter document which set out the standard for communicating with people along the route. It was explained that HS2 Ltd have also appointed a Residents Commissioner to monitor whether HS2 Ltd are fulfilling the commitments.</p> <p>HS2 Ltd introduced the principle of proposed survey access agreements with LPAs for ground investigation and environmental surveys.</p> <p>Action: HS2 Ltd to contact Planning Forum members to request relevant local authority contact in relation to access agreements.</p>	HS2 Ltd

	<p>HS2 Ltd informed the Forum of forthcoming sessions to be held within next two months with the Environment Agency and Lead Local Flood Authorities, to discuss the Bill and generic design principles.</p> <p>Action: HS2 Ltd to contact Planning Forum members to request relevant Lead Local Food Authority contact details.</p> <p>LPA Memorandum of Understanding</p> <p>HS2 Ltd reminded the LPAs who had signed the MoU with HS2 Ltd to submit their invoices as a matter of priority given the financial year end in March 2015.</p>	HS2 Ltd
6.3	<p>Document Route-map and Forward Plan</p> <p>HS2 Ltd presented the Planning Forum document route-map and Forward Plan. The programme for documents and the progress to be made in future Planning Forums and Subgroups was outlined.</p> <p>Action: HS2 Ltd to look into how purdah will affect the future agenda of Planning Forum and Subgroups.</p> <p>Action: HS2 Ltd to recirculate LPA comments on Draft Planning Memorandum, and HS2/DfT responses in advance of next meeting.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p>
7.	<p>AOB</p> <p>Staffordshire CC asked for confirmation going forward on who will Chair the Planning Forum Subgroups. HS2 Ltd confirmed that [REDACTED] is the permanent Chair for Planning Forum and will act as interim for the Highways and Environmental Health Sub-Groups. [REDACTED] will continue as Chair for the Heritage SubGroup.</p> <p>Planning Forum members / distribution list was raised as matter requiring an update.</p> <p>Action: HS2 Ltd to contact Planning Forum members to request local authority lead contacts for Planning Forum.</p>	HS2 Ltd