

Title:	Independent Planning Forum for HS2 – Phase One	
Date & Time	South Meeting Wednesday 3rd June 2015 2 - 4 pm The Euston Office Melton St, London	North Meeting Thursday 4th June 2015 2 - 4 pm Hilton Warwick Stratford Rd, Warwick
Chair	██████████	Independent Chair
Promoter Attendees:	██████████ ██████████ ██████████ ██████████	HS2 HS2 HS2 DfT
Local Authority Attendees:	South	
	██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████	GLA London Borough of Ealing Westminster City Council Aylesbury Vale District Council Warwickshire County Council Buckinghamshire County Council Chiltern District Council South Bucks District Council
	North	
	██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████	Warwick District Council Solihull Metropolitan Borough Council Northamptonshire County Council Lichfield District Council Cherwell District Council Stratford-on-Avon District Council Solihull Metropolitan Borough Council South Northants Council

Item		Action Owner
1.	Introductions	
	Introductions were made.	
2.	Review of notes & actions from last meeting	
2.1	Authorities confirmed they were content with the draft minutes from previous meeting. Minutes were agreed with no changes.	

	<p>It was agreed that in the future one set of minutes for the north and south meetings should be produced, with any specific ‘north’ and ‘south’ discussions / actions labelled.</p>	
2.2	<p><u>Outstanding actions (June 2015)</u></p> <p>The Chair went through the outstanding actions table and the following additional points were raised:</p> <p>April 2015, Item 2.2: Action: HS2 Ltd / DfT to circulate with the minutes, the business rates note to Select Committee and North Warwickshire District Council’s response.</p>	HS2 / DfT
3	<p>Draft General Principles and Environmental Memorandum (3rd Draft)</p> <p>Chair thanked HS2 Ltd for circulating the latest Draft General Principles and Environmental Memorandum (3rd Draft) to authorities prior to the meeting, and said that authorities had discussed the drafts in their pre-meet and had some further comments to provide during the meeting.</p> <p>HS2 Ltd explained that the previously suggested changes to the documents by authorities had been considered by HS2 Ltd and then presented the resulting tracked changed version to the meeting. Any further comments were recorded and will be captured in the consolidated comments table.</p> <p><i>Comments made by authorities at the meeting have been captured on the consolidated GP & Planning Memorandum comments table, attached to these minutes as a record of the meeting.</i></p> <p>Additional Actions</p> <p><i>South Action:</i> HS2 Ltd to look into the chronology of the National Environment Forum comments table and report when comments were received at the next meeting.</p> <p><i>South Action:</i> HS2 Ltd to add National Environment Forum updates to the forward agenda as a regular item and report agenda items at future meetings.</p> <p><i>South Action:</i> HS2 Ltd to provide a definition of “all reasonable endeavours” at the next meeting.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
4	<p>Local authority updates</p>	
4.1	<p><u>Route wide lead authorities update</u></p>	

<p>4.2</p>	<p>HS2 Ltd explained that the route wide lead authorities table had been recirculated to authorities with the April meeting minutes, and it was requested that any further updates be provided during the meeting.</p> <p>HS2 Ltd noted that Warwickshire County Council had provided updates via email that had been incorporated into the table.</p> <p><i>South:</i> LB Camden gave verbal updates via conference call in relation to:</p> <ul style="list-style-type: none"> • Vent shafts: considered to be locally specific issue and not relevant to route wide lead authority process. • Planning: LB Camden to progress route wide discussion on planning matters. HS2 Ltd confirmed that position on Sch. 16 petitioning points had been shared with Planning Forum in Sept. 2014. HS2 Ltd confirmed that they would meet with LB Camden as lead authority to discuss planning regime issues. <p>The table was updated in the meeting.</p> <p><u>Single Points of Contact Update</u></p> <p>HS2 Ltd recirculated the single points of contact table in the meeting and it was explained that the table had also been previously circulated via email to allow those not attending to provide contact details. It was confirmed that all attendees at the meeting had provided appropriate contact details.</p> <p>HS2 Ltd highlighted that single points of contact will be copied into correspondence relating to Planning Forum and Subgroups following the meeting. If a single point of contact had not been provided by an authority (i.e. those not attending), HS2 Ltd clarified that the existing Planning Forum contact would become the assumed contact for the relevant authority.</p>	
<p>5</p> <p>5.1</p>	<p>HS2 Updates</p> <p><u>Parliamentary Process Update</u></p> <p>DfT provided an update on the parliamentary process, and presented slides on the following:</p> <ul style="list-style-type: none"> • Changes to Select Committee members following the general election and the intention for Select Committee to reconvene on 8th June whilst replacements are being found; • Recess dates, the next being the summer recess (21st July-7th Sept); • HS2 Select Committee dates and appearances – it was noted that Select Committee had previously sat for two weeks during the conference recess; and • Additional provisions (AP2 and AP Euston) and the intention to submit a Supplementary Environmental Statement (SES) to the HS2 Environmental Statement with AP2 in mid – July 2015. 	

	<p><i>South:</i> South Bucks DC asked if all of AP2 will be published at the same time. DfT / HS2 Ltd clarified that content of AP2 will be consulted on collectively and anything not included will be incorporated into subsequent APs.</p> <p><i>South:</i> LB Camden asked what the SES will include. DfT / HS2 Ltd explained that the SES relates solely to the previously deposited HS2 ES and will mainly include new and updated survey information. LB Camden and Warwickshire CC asked how consultation will work. DfT reiterated that the consultation process will run alongside AP2 consultation in terms of timescales.</p> <p><i>North:</i> Northamptonshire CC asked whether, if new effects arise in the SES (e.g. noise), can the council petition on these matters? HS2 Ltd highlighted that the SES will clearly report effects (if there is a change) and that authorities will be able to petition on the SES.</p> <p>Action: DfT to provide a clearer indication of timescales for AP2 and SES consultation at the next meeting.</p> <p><i>South:</i> South Bucks DC asked whether plans will be made available at the Langley Depot consultation event. HS2 Ltd expressed that plans would be made available at the event.</p>	
5.2	<p><u>Project Updates</u></p>	
	<p>HS2 Ltd had no notable project updates to report.</p>	
5.3	<p><u>Subgroup updates</u></p>	
	<p>HS2 Ltd provided a brief overview of the items covered at recent Subgroups:</p>	
	<ul style="list-style-type: none"> • Heritage Subgroup (6th May 2015) • Highways Subgroup (11th May 2015) 	
	<p>HS2 Ltd announced that the new Flood Risk and Drainage Subgroup would be meeting on 25th June. It was explained that the first meeting would be focused on agreeing the terms of reference and setting the forward agenda. It was also highlighted that the Planning Forum website has been updated following purdah and that the Heritage webpage should be live before the next meeting: there is also an intention to set up a Flood Risk and Drainage webpage in due course.</p>	
5.4	<p><u>Forward plan</u></p>	

DfT

	<p>HS2 Ltd presented the forward plan for Planning Forum and Subgroups, including the new Flood Risk and Drainage Subgroup. HS2 Ltd explained that the October meeting is likely to be a single combined session in London to allow the Design Panel Chair, Residents Commissioner and Construction Director(s) to be introduced. It was further explained that the function of Planning Forum will begin to change towards the end of the year as the project moves towards delivery, focusing on practical matters relating to processes (i.e. consenting).</p> <p>Action: It was agreed that ‘Key Environmental Sites’ (newly defined term in the Environmental Memorandum) should be added to the next meeting agenda (July 2015).</p> <p>Action: It was agreed that authorities should provide comments on Draft General Principles and Environmental Memorandum (3rd Draft) at the September meeting. HS2 Ltd to add to forward programme.</p> <p>Action: Camden to contact HS2 Ltd to set up a petition meeting on the planning regime as route-wide lead authority once the matter has been discussed with other authorities.</p>	<p>HS2 Ltd</p> <p>Authorities / HS2 Ltd</p> <p>LB Camden</p>
<p>6</p>	<p>AOB</p> <p><i>South:</i> Warwickshire CC and Northamptonshire CC enquired about the ‘HS2 Cycle Route’ and its relationship to HS2.</p> <p>Action: DfT to report back at the next meeting to explain how the HS2 Cycle route fits into the overall HS2 project.</p>	<p>HS2 Ltd</p>