Title:	Independent Planning Forum for HS2 – Phase One			
Date & Time	North Meeting Wednesday 15 <sup>th</sup> July 2015 2 - 4 pm  Hilton Warwick		South Meeting Thursday 16 <sup>th</sup> July 2015 2 - 4 pm The Euston Office	
	Stratford Rd, Warwick		Melton St, London	
Chair		Independe	ent Chair	
Promoter Attendees:		HS2 HS2 HS2 HS2 DfT Arup		
Local Authority	North	I		
Attendees:		South Northants Council Oxfordshire County Council Cherwell District Council Warwickshire County Council Lichfield District Council South Norhants Council Stratford-on-Avon District Council		
	South			
		Northamp South Bud Warwicks London Bo London Bo Westmins Buckingha Three Rive	orough Ealing Otonshire County Council Oks Council and Chiltern District Council Chire County Council Orough Camden Orough Brent Oter City Council Omshire County Council Omshire County Council Omshire 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.	
2.2	Outstanding actions	
	The Chair went through the outstanding actions table and the following	
	additional points were raised:	
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	Item: South, June 2015, 2.2: HS2 Ltd reported that comments from Natural	
	England and the Environment Agency were received by the National	
	Environment Forum in correspondence following the meeting on 22nd May	
	2014. Comments were received on the following dates by Natural England	
	- 1st August 2014 and the Environment Agency – 27th August 2014 and	
	3rd September 2014.	
	Sid September 2014.	
	Item: South, June 2015, 3: HS2 Ltd provided their definition of "all	
	reasonable endeavours" as follows: The courts have held that an obligation	
	to use all reasonable endeavours is a higher and more onerous	
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	obligation than one restricted to reasonable endeavours (but falling short of	
	best endeavours). It obliges the court to consider whether there were any	
	reasonable steps which the person could have taken but did not. It does not	
	necessarily require the person to disregard his commercial interests, but the	
	balance between the obligation and countervailing commercial interests will	
	depend on the wording of the obligation in question (see Agrexport State	
	Enterprise for Foreign Trade v Compagnie Europeene de Cereales).	
	Item: North / South, June 2015, 6: DfT presented an update regarding the	
	current feasibility work being undertaken on the HS2 Cycleway. DfT	
	reported that the feasibility work has been involving highways authorities	
	along the route and is likely to be reported to Ministers in October with an	
	expectation that Ministers consider next steps towards the end of the year.	
	North: South Northants Council asked whether local authorities could be	
	included in the consultation. DfT recommended that authorities should	
	contact at Royal Dutch Haskoning for more information on	
	the consultation process.	
	Coulds North annual analysis CC and Was 11111 CC at 11111 CC	
	South: Northamptonshire CC and Warwickshire CC raised that more	
	information on the relationship between HS2 and the cycle proposal would	
	be helpful as reassurance that the two will be 'joined up'. HS2 Ltd and DfT	
	clarified that authorities are being engaged with on an individual basis and	
	that the feasibility study is at an early stage.	
		5.7
	Action: DfT to provide any further updates on progress with the HS2 cycle	DfT
	study as they arise.	

## 3 Code of Construction Practice (3<sup>rd</sup> Draft)

HS2 Ltd presented the revised CoCP (3<sup>rd</sup> Draft), focusing on the changes made to the document following comments provided by LPA's. HS2 Ltd explained that the accompanying CoCP comments table provides responses to all LPA comments and should be read in conjunction with the revised CoCP.

HS2 Ltd clarified that authorities would be open to provide comments on the 3<sup>rd</sup> Draft and that they could be formally collated via a single authority. **Action:** It was agreed that LB Camden should collate comments as lead authority in advance of the September meeting.

LB Camden

The following points were raised at the meeting in relation to the CoCP:

North: Cherwell DC asked how cumulative construction activities will be considered in the CoCP, using the example of East-West Rail project at Calvert. HS2 Ltd explained that East-West Rail was a committed development when the HS2 ES was prepared and was considered in the future baseline. HS2 Ltd clarified that the CoCP relates to HS2 construction activities only and if a clarification of what cumulative activities means in the context of the CoCP would be useful this should be reflected in the local authorities' comments and could be considered.

South: LB Camden raised a similar point in relation to cumulative construction activities at Euston. HS2 Ltd noted this and asked that any further comments on the matter be included in the consolidated comments table.

Chair raised that the public status of LEMPs was discussed in the pre-meet. He said that his understanding is that the draft LEMPs having been given to LAs, they were in effect publicly available, but that if LAs choose to release to third parties, they should deal with any response – HS2 Ltd would not engage beyond the LAs at this stage.

HS2 Ltd confirmed that if a local authority wishes to consult their local stakeholders for their views on their relevant draft LEMPs as part of preparing their own comments, that is for each local authority to decide.

South: LB Camden enquired as to when the Council will receive a draft LEMP for the borough. HS2 Ltd confirmed that as with all local authorities, a draft LEMP will be issued to the Council prior to their appearance at Select Committee.

Chair asked if Information Papers directly referenced by the CoCP form part of the documents (i.e. as an Annex). **Action:** HS2 Ltd to confirm this for the next meeting.

HS2 Ltd

South: Warwickshire County Council asked what the Stakeholder Engagement Framework is, where it fits into the CoCP and what the timescales are. HS2 Ltd clarified that this is now named 'Community Engagement Framework', which is currently being prepared and is likely to be shared with Planning Forum towards the end of 2015.

**Action:** HS2 Ltd to circulate the Draft CoCP (3<sup>rd</sup> Draft) and comments table in word with the minutes.

HS2 Ltd

**Action:** HS2 Ltd stated that the Draft CoCP (3<sup>rd</sup> Draft) and comments table would be uploaded to the Planning Forum website, and that a link would also be circulated with the minutes.

HS2 Ltd

HS2 Ltd also informed the Forum that the Construction Arrangements Class Approval (2<sup>nd</sup> Draft), which generally mirrors the CoCP (3rd Draft) in its content, would circulated with the minutes and uploaded to the Planning Forum website.

HS2 Ltd

Note: if deemed relevant, comments above should be formally reflected in the collated CoCP comments table once the document has been considered fully by LPA's.

## 4 Environmental Memorandum – Key Environmental Sites

HS2 Ltd explained that the proposal for Key Environmental Sites had been discussed at the National Environment Forum on 11<sup>th</sup> June 2015. At that meeting the NEF came to the view that they did not agree with HS2 Ltd's proposed approach and would take away the matter and provide a written response before the end of July 2015. HS2 Ltd expressed that an update on Key Environmental Sites would probably be available at the September Forum following the receipt of the NEF advice.

South: Warwickshire CC and Buckinghamshire CC enquired as to the criteria to define the sites and asked whether local knowledge would be considered in making decisions. HS2 Ltd explained that local knowledge has been applied, in so far that HS2 Ltd staff are very familiar with the line of route - but it would be premature to comment on the approach as it will depend on the outcome of the NEF advice.

South: South Bucks DC and Chiltern DC asked whether Local Authorities can challenge the outcome of the NEF advice. HS2 Ltd advised that authorities should wait on the advice from the NEF and depending on the outcome, any sites taken forward would come to Planning Forum.

## 5 Route wide lead authorities update HS2 Ltd explained that the route wide lead authorities table had been recirculated to authorities with meeting minutes and that the following updates had been made: LB Camden has provided an update on planning matters Solihull MBC has provided an update on flooding; and Vent Shafts has been removed from the table as a route wide matter at the request of LB Camden It was requested that any further updates be provided during the meeting and none were forthcoming. HS2 Ltd expressed that the lead authorities table would be circulated again with the minutes and welcomed any further updates from LPA's. 6 **HS2 Updates** 6.1 Parliamentary Process Update DfT provided an update on the parliamentary process, and presented slides on the following: **New Select Committee Members** Recess dates • Additional Provisions programme HS2 Ltd / Action: HS2 Ltd / DfT to circulate Parliamentary Process slides following the DfT meeting. 6.2 **Project Updates** HS2 Ltd provided the following updates: LPA's were advised that an email had been sent to SPOCs to inform them of the arrangements for the MoU for local authority funding (2015 / 16).It was reported that the first HS2 Residents Commissioner Report has been published and is available on the HS2 website. It was confirmed that AP2 has been deposited which includes the Heathrow Express Depot at Langley. As a result Slough Borough Council will be invited to the next Planning Forum and Subgroups. It was reported that the 50NB (West Midlands – Crewe) Invitation To Tender has been issued. Subgroup updates 6.3 HS2 Ltd informed the Forum that the following Subgroups had taken place since the last Planning Forum, summarising the key agenda items: Highways Subgroup 12th June

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	<ul> <li>Flood Risk and Drainage Subgroup 25<sup>th</sup> June</li> <li>Environmental Health Subgroup 1<sup>st</sup> July</li> </ul>	
6.4	National Environment Forum Update	
	HS2 Ltd reported that the National Environment Forum had met on 11 <sup>th</sup> June 2015 and had received an update on Phase One and Phase Two, and discussed the 3 <sup>rd</sup> draft General Principles and Environmental Memorandum of the EMRs.	
6.5	Forward plan	
	HS2 Ltd presented the forward plan for Planning Forum and Subgroups.	
	It was agreed that a shorter pre-meet would generally be more appropriate for Planning Forum going forward, with the pre-meet starting at 13:00 rather than 12:00 unless there was a specific action for the LAs.	
	South: Planning Memorandum: LB Camden asked if HS2 Ltd could provide their response on LPA comments before the meeting.	
	Action: HS2 Ltd to confirm if this is possible.	HS2 Ltd
7	AOB	
	Chair raised that the Planning Forum webpage needs to be updated. <b>Action</b> : HS2 Ltd apologised for the delay and reassured the Forum that the updates would be made ASAP.	
	Chair expressed that new members might benefit from a briefing from HS2 Ltd to ensure they are up-to-speed with the project. HS2 Ltd agreed that this would be beneficial.	
	South: Northamptonshire CC expressed interest in attending the community briefing sessions that have been occurring in the Camden area. HS2 Ltd indicated that they would liaise with the Council outside of the meeting to arrange possible attendance.	HS2 Ltd