

Title:	Independent Planning Forum for HS2 – Phase One	
Date & Time	North and South Meeting Wednesday 28 th October 2015 2 - 4 pm The Euston Office Melton St, London	
Chair	██████████	Independent Chair
Promoter Attendees:	██████████████ ██████████████ ██████████	HS2 Ltd HS2 Ltd HS2 Ltd Department for Transport
Guests:	██████████ ██████████ ██████████	HS2 Residents Commissioner HS2 Design Panel Chair HS2 Construction Director
Local Authority Attendees:	██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████	Buckinghamshire County Council South Bucks District Council Solihull Metropolitan Borough Council Northamptonshire County Council South Northamptonshire Council London Borough Camden London Borough Camden Aylesbury Vale District Council London Borough Hammersmith and Fulham Cherwell District Council Oxfordshire County Council Lichfield District Council OPDC Hertfordshire County Council Westminster City Council North Warwickshire Borough Council Warwickshire County Council Warwickshire County Council

Item		Action Owner
1	Introductions	
	Introductions were made.	
2	Introduction to the roles and activities of:	
2.1	Residents Commissioner – ██████████ The HS2 Residents Commissioner introduced her role to Planning Forum, and highlighted that she has been in post since January 2015 to undertake the following principle activities:	

	<ul style="list-style-type: none"> • Hold HS2 Ltd accountable for the way in which it communicates with residents who are affected by its proposals, particularly in regard to property measures; • Oversee and monitor communication standards with regard to property measures; • Produce a quarterly report on emerging trends and concerns regarding property schemes which will be published on the HS2 website; <p>The Residents Commissioner explained that The HS2 Residents’ Charter was introduced in January 2015, with the aims to ensure that HS2 property schemes are understood by, and available to those who qualify for them. It was also highlighted that two Residents Commissioner Reports have been published to date, in May 2015 and September 2015. Her ongoing role is to keep the policies that underpin property schemes under review and to seek to address anomalies, or areas where the policy needs further consideration.</p> <p>Authorities raised the matter of community events, the programme for community engagement, information sharing and accessibility (including the HS2 GOV.UK website) and transparency. It was also asked whether there will be a Phase One lessons learnt exercise to inform Phase Two. Deborah said she would take these points away for consideration.</p>	
<p>2.2</p>	<p>Design Panel Chair – [REDACTED]</p> <p>The HS2 Design Panel Chair introduced the role of the Design Panel to Planning Forum, highlighting that she has been in post since March 2015. It was explained that her role, along with the Design Panel would be to act as a ‘critical friend’ to HS2 on design matters.</p> <p>The Design Panel Chair inferred that the remit of the Design Panel will be wide-ranging, including not only the likes of station design but also passenger experience.</p> <p>The Design Vision, launched in March 2015, was presented rooted in its three principles of ‘people’, ‘place’ and ‘time’, which will guide HS2 and the Design Panel.</p> <p>It was explained that a recruitment process had recently taken place for Panel members, and that over 300 applications had been received, 45 of which have been selected to sit on the Panel.</p> <p>The Panel activities will be guided by widely accepted industry best practice established by the Design Council, CABI, Landscape Institute, Royal Town Planning Institute and the Royal Institute of British Architects. However the Design Panel Chair noted that the Panel will try to be innovative in its approach.</p>	

	<p>Questions were raised regarding the process associated with design reviews. The Design Panel Chair explained that the process was still being developed and that Planning Forum would be kept informed. A further question was raised in respect of procurement and design competitions. The Design Panel Chair confirmed that the Design Panel would have a role in procurement. She also expressed the hope that she could attend future meetings of the Forum.</p>	
<p>3</p>	<p>Introduction to Construction Directorate – [REDACTED]</p>	
	<p>The HS2 Construction Director for Euston introduced his role to Planning Forum, highlighting where the construction function fits within Phase One of the HS2 project.</p> <p>The HS2 organisational structure was presented to the Forum, including roles and responsibilities and the function of each directorate. Information was also provided about how enabling and main contracts will be split within the three route sections - south, central and north. A high level project programme was also shared with the Forum.</p> <p>A question was raised on HGV's and the capacity of the industry to deliver on the requirements of HS2. Peter confirmed that the Infrastructure Directorate at HS2 Ltd was looking at the matters associated with mass haul and logistics.</p>	
<p>4</p>	<p>Review of actions from last meeting</p> <p>The Chair went through the outstanding actions table and the following additional points were raised:</p> <p><i>North / South Sept 15 Item 2.2: Service Level Agreement (Local Authority Funding):</i> HS2 Ltd informed the Forum that WCC had provided comments on the draft SLA. WCC stated that their comments on the draft SLA "should not be considered as a whole route all inclusive position for the local authorities".</p> <p>HS2 Ltd stated that the draft SLA would be circulated to all Phase One Local Authorities following the meeting. This would be followed by meetings between HS2 local authorities within the next few months. It was agreed that for two tier authorities the County would host their Districts in combined meetings with HS2 Ltd.</p> <p><i>South Sept 15 Item 3: Planning Memorandum legal basis of part determination:</i> HS2 Ltd provided the following response: <i>"Although Sch. 16 does not spell out the position as regards part approvals, in principle the wording of the schedule does not preclude a relevant planning authority from approving some elements of a Sch. 16 submission and refusing others.</i></p>	<p>HS2 Ltd</p>

	<p><i>The requirement under the schedule is that development can only be carried out in accordance with plans and specifications (or arrangements) approved by the relevant planning authority. That requirement is met in relation to an element of that development if plans are approved for that element, and there is nothing in the wording of these provisions to suggest that that approval is valid only if every matter included in the same request for approval is approved.</i></p> <p><i>Part approvals were determined on equivalent regimes on CTRL and Crossrail.”</i></p>	
5	<p>Statutory Guidance – 2nd Draft HS2 Ltd presented an overview of the draft Statutory Guidance (2rd Draft), focusing on the changes made to the document following comments provided by LPA’s. Action: Authorities were asked to provide any further substantive comments on the document to HS2 Ltd at the December meeting.</p> <p>Buckinghamshire CC asked whether Section 106 and Community Infrastructure Levy apply to HS2. HS2 Ltd stated that the position is set out on the draft Statutory Guidance (2nd Draft).</p>	Authorities
6	<p>General Principles 3rd Draft – Response from HS2 Ltd HS2 Ltd presented an overview of the draft General Principles (3rd Draft), focusing on the changes made to the document following comments provided by LPAs. Action: Authorities were asked to provide any further substantive comments on the document to HS2 Ltd.</p>	Authorities
7	<p>Environmental Memorandum 3rd Draft – Response from HS2 Ltd HS2 Ltd presented an overview of the draft Environmental Memorandum (3rd Draft), focusing on the changes made to the document following comments provided by LPAs and the National Environment Forum.</p> <p>The Environmental Memorandum, requires the NU to prepare site specific management plans for 'Key Environmentally Sensitive Worksites' as part of the Local Environment Management Plans (LEMPs). HS2 Ltd presented Table 5 (section 5) of the Environmental Memorandum, which lists five sites identified and agreed by the National Environment Forum.</p> <p>Action: HS2 Ltd asked that Local Authorities provide any comments to HS2 Ltd on Table 5 by 6th November 2015.</p>	Authorities
8	<p>Route wide lead authorities update HS2 Ltd displayed the route wide lead authorities table and informed the Forum that since the last meeting no further updates had been provided. HS2 Ltd asked that any further updates to the table should be provided once the table has been recirculated with the minutes.</p>	

	<p>Action: HS2 Ltd suggested that lead authorities could feedback on progress at the next meeting given the stage the select committee has reached. The Forum agreed this should be an agenda item.</p>	Authorities
9	<p>HS2 Updates</p> <p>9.1 <u>Parliamentary Process Update</u> DfT provided a summary of Select Committee dates and additional provisions:</p> <ul style="list-style-type: none"> • 500 Chiltern petitioners heard in September • AP3 petitioning closed – 140 petitions • AP3 ES consultation closes 6th November • Plan to start Euston hearings at end of November • AP4 deposited 12th October, due to close on 13th November • AP4 ES consultation closes 27th Nov • AP4 hearings in January <p>9.2 <u>Project Updates</u> HS2 Ltd informed the Subgroup of upcoming information events in:</p> <ul style="list-style-type: none"> ○ Brackley Northamptonshire, 3rd November 2015 ○ Wendover Buckinghamshire, 7th November 2015 ○ Coleshill North Warwickshire, 17th November 2015 ○ Perivale Ealing, 3rd December 2015 <p>9.3 <u>Subgroup updates</u> HS2 Ltd provided a brief summary of recent Highways (14th October), Flood and Drainage (7th October) and Heritage (24th September) Subgroups. The Forum were also informed that the next Subgroup would be Highways Subgroup on 18th November.</p> <p>9.4 <u>Forward plan</u> HS2 Ltd presented the Planning Forum forward plan. It was agreed that the December Planning Forum should take place on the 9th / 10th December. HS2 Ltd explained that Planning Forum will become more consents / delivery focused from early next year.</p>	
10	<p>AOB</p> <p>Buckinghamshire CC asked when the construction programme will be shared with Local Authorities. HS2 Ltd stated that an early stage draft could be shared Q2 2016.</p>	