

Title:	Independent Planning Forum for HS2 – Phase One	
Date & Time	South Meeting Wednesday 16th September 2015 2 - 4 pm The Euston Office Melton St, London	North Meeting Thursday 17th September 2015 2 - 4 pm Hilton Warwick Stratford Rd, Warwick
Chair	██████████	Independent Chair
Promoter Attendees:	██████████ ██████████ ██████████ ██████████	HS2 Ltd HS2 Ltd HS2 Ltd DfT
Local Authority Attendees:	North	
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	South	
	██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████	Warwickshire County Council London Borough Camden Westminster City Council Buckinghamshire County Council Three Rivers District Council Chiltern District Council London Borough Hammersmith and Fulham Hertfordshire County Council Old Oak and Park Royal Development Corporation (OPDC)

Item		Action Owner
1	Introductions	
	Introductions were made.	
2	Review of notes & actions from last meeting	

2.1	<p>Authorities confirmed they were content with the draft minutes from previous meeting. Minutes were agreed with no changes.</p>	
2.2	<p><u>Outstanding actions</u></p> <p>The Chair went through the outstanding actions table and the following additional points were raised:</p> <p>Item 02/10/13 (fees): HS2 Ltd informed the Forum that a first draft Local Authority Service Level Agreement (SLA) for local authority funding had been shared with Warwickshire CC. It was agreed that a revised draft SLA should be shared with all local authorities by HS2 Ltd once Warwickshire CC have provided comments on the first draft to HS2 Ltd.</p> <p>Action: WCC to provide comments on the first draft SLA to HS2 Ltd in advance of the October Planning Forum meeting.</p> <p>Action: HS2 Ltd to consider WCC comments and issue revised draft SLA to all local authorities. HS2 Ltd to provide update at October meeting.</p> <p>North: Lichfield DC asked HS2 Ltd to explain the scope of the SLA. HS2 Ltd confirmed that the SLA will cover all local authority funding matters as set out in Information Paper C13, including Schedule 16 related activities.</p> <p>Item June 2015, 5.4 (planning regime petitioning): LB Camden confirmed that a meeting is arranged with HS2 Ltd to discuss route-wide planning regime matters on the 25th September.</p> <p>Item Sept 2015, 2.2 (HS2 Cycle Study): South: Three Rivers District Council requested the DfT contact for the HS2 Cycle Study.</p> <p>Action: DfT to provide the contact details of the DfT contact for the study.</p> <p>Item Sept 2015, 3 (CoCP comments): South: LB Camden requested that local authorities provide TG with any further comments on the CoCP by the 25th September.</p> <p>Item Sept 2015, 3 (information papers): HS2 Ltd stated that reference to an Information Paper in the CoCP does not automatically make it part of the EMRs. Commitments in the IPs will be included in the U&As register becoming part of the EMRs on Royal Assent and this will be clarified at the fourth draft stage.</p> <p>South: Buckinghamshire CC and Chiltern DC asked whether all commitments in Information Papers would feature on the register of undertakings and assurances. HS2 Ltd confirmed that this is the case and that the process of transferring the commitments to the register had been</p>	<p>WCC</p> <p>HS2 Ltd</p> <p>DfT</p>

	<p>undertaken by HS2 Ltd. HS2 Ltd asked that any perceived oversights should be reported to hybridbilllegal@hs2.org.uk.</p> <p>North: Chair asked for clarity on whether EMRs will be republished following the end of House of Commons Select Committee. HS2 Ltd confirmed that the documents would be reissued at the fourth draft stage following the end of House of Commons Select Committee.</p>	
3	<p>Planning Memorandum (3rd Draft)</p> <p>HS2 Ltd presented the comments table for the Planning Memorandum (3rd Draft), focusing on the changes made to the document following comments provided by LPA's. Authorities were asked to provide any questions during the meeting and ensure that substantive comments on the document should be provided via LB Camden as lead authority on the planning regime.</p> <p>The following questions were raised during the meeting:</p> <p>South: LB Camden, Warwickshire CC and Three Rivers raised the matter of resourcing and the imbalance in respect of obligations on local authorities in comparison to the Nominated Undertaker. HS2 Ltd asked that local authorities consider the further proposed changes to the Planning Memorandum intended to address this concern.</p> <p>South: LB Camden asked what level of pre-application discussion will take place. HS2 Ltd stated that it is not possible to provide detail for all works at this stage. Buckinghamshire CC asked whether this is included in the contracts for design consultants. HS2 Ltd stated that pre-application discussion would be led by the Nominated Undertaker through its Town Planning team and design contractors would support this, but the contracts are not yet in place.</p> <p>South: Buckinghamshire CC asked whether disqualification of a local authority would be reported to parliament. HS2 Ltd clarified that it is a parliamentary process to disqualify a local authority. See para. 13(3) of Schedule 16 to the Bill.</p> <p>South: Buckinghamshire CC enquired as to the time period for determination. HS2 Ltd stated that the Bill allows for an extended time period to be agreed with the Nominated Undertaker. Buckinghamshire CC asked if this could be included in the Planning Memorandum itself. HS2 Ltd asked if this request could be included in the consolidated comments table.</p> <p>South: LB Camden enquired where the legal basis for part determination is established. The Chair reminded members that requests for approval are</p>	

	<p>not planning applications, but the approval of conditions. LB Camden to include this question in their consolidated comments.</p> <p>Action: HS2 Ltd to respond on this matter.</p> <p>South: 10.1.2: Warks CC asked in relation to fees whether they can be applied alongside funding of officers. HS2 Ltd confirmed that it would be either an officer funded or fees paid, not both.</p>	HS2 Ltd
4	<p>General Principles 3rd Draft</p> <p>HS2 Ltd / Chair went through the comments table for the General Principles (3rd Draft). Authorities were asked to provide any further comments during the meeting for HS2 Ltd to consider in conjunction with the comments provided at the June 2015 meeting.</p> <p>The following points were raised:</p> <p>South: In relation to Item 7 Chiltern DC highlighted that the Local Authority Noise Consortium (LANC) were raising concerns in respect of 1.1.3 and the capacity for adverse environmental effects to become greater as long as they are not deemed significant. HS2 Ltd explained that this test is in line with EIA regulations and that the project is committed to use reasonable endeavours to further reduce any adverse environmental impacts (see para. 1.1.5 of General Principles).</p> <p>South: Buckinghamshire CC asked what the process would be if an increased or additional effect was deemed to be significant. HS2 Ltd stated that if the work was Ancillary (Schedule 2) the deemed planning permission would not apply to that work and the Nominated Undertaker would have to seek permission via other means, such as the Town and County Planning Act (1990). If the work is Scheduled a further assessment would be undertaken and reported to the local authority alongside the Schedule 16 request for approval. See para. 3.1.8 of the 3rd draft General Principles.</p> <p>South: Item 7 (1.1.3): LB Camden stated that the use of 'will ensure' is a statement of fact and 'will be applied' would be more appropriate wording. Action: HS2 Ltd to take comment away and consider the suggested word change.</p> <p>North: Chair raised that in the South pre-meet there had been some discussion in respect of 1.1.3 and also whether 'change in circumstance' relates to project driven or only external changes.</p> <p>Action: Chair to clarify if local authorities want to make this point, as it was not raised at the south meeting.</p>	<p>HS2 Ltd</p> <p>Chair</p>

5	<p>Environmental Memorandum 3rd Draft</p> <p>HS2 Ltd / Chair went through the comments table for the Environmental Memorandum (3rd Draft). Authorities were asked to provide any further comments during the meeting for HS2 Ltd to consider in conjunction with the comments provided at the June 2015 meeting.</p> <p>The following comments were raised by authorities:</p> <p>South: Buckinghamshire CC raised that on the 7th September at Select Committee (9.8.9) HS2 Ltd provided an inconsistent account of which body will have responsibility for compliance.</p> <p>South: 4.7.2: LB Camden expressed concern with regard to like for like replacement of open space with amenity and / or ecological value. Warwickshire CC also raised concern about the geographical location of replacement sites and the amenity / health aspects.</p> <p>North: 4.6.2: Warwick DC suggested word change from ‘will’ to ‘shall’.</p> <p>North: 4.6.2: Stratford OA DC typographical error: “DfT and the nominated undertaker”.</p> <p>South: LB Camden asked when HS2 Ltd will be able to provide responses to comments on General Principles and Environmental Memorandum 3rd Draft.</p> <p>Action: HS2 Ltd stated that they will respond by the next Meeting in October, and will endeavour to circulate responses in advance.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p>
6	<p>Route wide lead authorities update</p> <p>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>	
7 7.1	<p>HS2 Updates</p> <p><u>Parliamentary Process Update</u></p> <p>DfT provided a summary of Select Committee dates and additional provisions. The Forum was informed that AP3 (Euston) is due for deposit on 16th September and AP4 (route-wide) mid-October.</p>	

7.2	<p>Westminster CC asked what the process would be if an additional provision is deposited and consulted on and deemed to be objectionable by committee – would a further additional provision be required.</p> <p>Action: HS2 Ltd to seek advice on this and feedback at the next meeting.</p> <p><u>Project Updates</u></p> <p>HS2 Ltd presented dates for the upcoming pilot information events along the route:</p> <ul style="list-style-type: none"> • Saturday 19th Sept –Hampton in Arden • Tuesday 29th Sept –Birmingham city centre • Saturday 3rd October –Handsacre • Tuesday 13th October - Southam <p>South: Warwickshire CC expressed that the notice given for the events had been unsatisfactory and that some key stakeholders had not been fully informed about the events. HS2 Ltd noted this and explained that local authorities were informed about the events via the HS2 Hybrid Bill team to ensure a single line of contact.</p> <p>Action: HS2 Ltd to take away the feedback provided in the meeting and request that local authority SPOCs are provided to the event organisers for future communication.</p> <p>South: Buckinghamshire CC asked whether the events would be aligned to the CFA areas. HS2 Ltd explained that this would not be the case and that the information events would be geographically broader.</p> <p>North: South Northamptonshire Council asked what the scope of the events would be. HS2 Ltd confirmed that much of the information shared would not be new, but a range of specialists would be on hand to answer any questions on the scheme or APs.</p> <p>North: Stratford AO DC asked whether people would be able to just drop into the events. HS2 Ltd confirmed this.</p> <p>HS2 Ltd also informed the Forum that two information events are due to take place in relation to AP3 on Saturday 19th September and Tuesday 22nd September.</p> <p>South: Buckinghamshire CC asked whether there will be similar events for AP4.</p> <p>Action: HS2 Ltd to seek clarity on this and provide any information at the next Forum meeting.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
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7.3	<p><u>Subgroup updates</u></p> <p>HS2 Ltd provided a brief summary of recent Highways (8th September) and Heritage (9th September) Subgroups. The Forum were also informed that the next Subgroup would be Environmental Health on 24th September.</p>	
7.4	<p><u>Forward plan</u></p> <p>HS2 Ltd presented the Planning Forum forward plan. It was agreed that the December Planning Forum should take place on the 9th / 10th December.</p>	
7.5	<p><u>October Agenda</u></p> <p>HS2 Ltd and Chair reminded the Forum that the next meeting would take place on 28th of October and would be a single meeting in London. The focus of the meeting would be to introduce the Design Panel Chair, Residents Commissioner and Construction Director to members and for authorities to provide any questions.</p>	
8	<p>AOB</p> <p>South: Hertfordshire CC asked if information relating to CL: AiRE (Contaminated Land) could be provided.</p> <p>Action: HS2 Ltd to send information to Hertfordshire CC.</p>	HS2 Ltd