

Item		Action Owner
1.	Introductions	
	Introductions were made.	
2.	Review of notes & actions of the last meeting	
2.1	The notes were agreed as an accurate record.	
2.2	<p>Action 5.3 Local Environmental Management Plans (LEMPs) exemplars are in preparation – the way forward to share these, following meetings with relevant local authorities, is via a presentation to the Planning Forum and a more detailed session with Environmental Health Officers.</p> <p>Action – issue to remain on outstanding issues list. HS2 Ltd will provide more information on this at the April meeting.</p> <p>The Chair asked for an update on the position re reimbursement of fees. HS2 Ltd and DfT are actively considering their position.</p> <p>Action: An agreed HS2 Ltd/DfT position will be communicated at the April meeting.</p> <p>Action 3: HS2 Ltd to email WCC regarding query about land acquisition to ascertain if Information Paper answers question.</p>	<p>HS2 Ltd</p> <p>HS2 Ltd</p> <p>HS2 Ltd</p>
3	HS2 EMRS	
3.1	<p>Planning Memorandum and discussion on outstanding issues</p> <p>The Chair led a discussion on outstanding issues (see attached table).</p> <p>Action – HS2 Ltd to respond.</p>	HS2 Ltd
3.2	<p>Environmental Memorandum Update</p> <p>HS2 Ltd explained that comments from the Planning Forum were shared with the National Environment Forum on 27/02/14. The Environment Agency has indicated it would like to attend and discuss the comments at a future meeting of the Planning Forum.</p> <p>Action: HS2 Ltd will respond formally to the points raised and arrange for Environment Agency to attend the April meeting of the Planning Forum.</p>	HS2 Ltd
3.3	<p>Code of Construction Practice Update</p> <p>HS2 Ltd updated that a presentation on Local Environmental management Plans (LEMPs) will be made to a future Planning Forum meeting. This presentation may go to a sub group depending on timing.</p> <p>Action: HS2 Ltd to add to Planning Forum Schedule.</p>	HS2 Ltd
3.4	<p>General Principles Update</p> <p>HS2 Ltd will be providing responses to comments made by Planning Forum members, at the April meeting.</p> <p>Action: HS2 Ltd to update the Planning Forum Schedule.</p>	HS2 Ltd
4.	<p>Statutory Guidance</p> <p>A short presentation was given by HS2 Ltd on the scope of statutory guidance. The Secretary of State for Transport can issue guidance to local authorities under a power in the Bill. The guidance will be a new document that has been prepared in light of what has happened on previous projects and will be seeking to provide clarity to local authorities.</p> <p>Action: HS2 Ltd will table this document at the next meeting (April) and feedback and a discussion is planned for the May meeting.</p>	HS2 Ltd
5.0	HS2 Updates	
5.1	<p>Sub-Groups update</p> <p>Acoustics sub-group currently scheduled for 26th March.</p>	

5.2	Excavated Materials Meeting 21 March 2014 The agenda for this meeting has been circulated. The meeting will include three presentations: first about integrated design, second about what control mechanisms apply, and third giving an overview of the planning regime and how responsibilities will be split between county and districts. There will also be a presentation by the Environment Agency.	
5.3	Memorandum of Understanding – reminder Generic letters have been circulated to Forum members and local authorities that haven't already done so were encouraged to sign the new MoU.	
5.3	Hybrid Bill Update DfT updated that 21,833 responses to the Environmental Statement consultation have been received by Parliament and have been passed on to Golders the technical assessor. Golders' report will be prepared by 7 th April. Parliament then has at least two weeks before Second Reading. Petition stage begins after Second Reading. When further information becomes available about timings HS2 Ltd will share with Planning Forum members.	
5.4	Planning Forum Schedule HS2 Ltd confirmed that there have been no changes to the schedule circulated at the last meeting. The Schedule will be updated following this meeting and re-issued to the Forum. Action – HS2 Ltd to circulate updated Planning Forum Schedule to members ahead of the next meeting.	HS2 Ltd
6	AOB There were no additional items discussed.	