

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 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. 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 Informatio Paper answers question.</p>	HS2 Ltd
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>	
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
3.2	<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
3.3	<p>General Principles Update</p> <p>HS2 Ltd will be providing responses to individual 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. Question raised as to whether the Acoustics sub group should be the Technical Sub-Group as officers attending cover all related issues, e.g. air quality etc.</p>	

	Action – HS2 Ltd to discuss with Acoustics Sub-Group colleagues and add for discussion on 26 th March agenda,	
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 mechanism 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 to be assessed. 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 Officers noted a general point on the Heritage sub-group, that there were divergent views between engineers and heritage specialists. Action – HS2 Ltd to discuss with Heritage colleagues and will attend future sub groups to ensure consistency of approach. ██████████ offered to put LPAs ES responses on Northamptonshire County Council website so that all could access each others' responses for the purposes of informing LAs' petitioning. The Chair requested that thanks to ██████████ for his contribution to the Planning Forum be recorded as this was his last meeting.	HS2 Ltd