

Item		Action Owner
1.	Introductions	
	Introductions were made.	
2.	Review of notes & actions from last meeting	
2.1	The notes were agreed as an accurate record.	
2.2	<p>Outstanding actions (October 2014)</p> <p>The table was gone through by the Chair and the following additional points raised:</p> <p><i>South / North Meeting, Sept, 5:</i> HS2 provided an update with regard to Planning Forum website migration to GOV.UK. Action: HS2 to provide further update on progress in January and request feedback from Planning Forum attendees</p> <p><i>South / North Meeting, Oct, 6.1:</i> Chair requested if status could be changed to 'Ongoing'.</p> <p>Action: HS2 to circulate draft subgroup minutes to all planning forum members when available.</p>	<p>HS2</p> <p>HS2</p>

3	<p>Draft CoCP - LPAs feedback on sections 6, 9 and 10</p> <p>The Chair explained that at their pre-meeting, the LPA's had collated the comments on sections 6, 9 and 10 of the Draft CoCP. He then highlighted some of the LPAs' key issues around agriculture and soils, ecology and ground settlement.</p> <p>Action: The Chair will, as before, edit the collated comments, check it with the LAs and pass the final table to HS2 Ltd.</p> <p>Action: LPAs to feedback on sections section 12, 15 and 16 of the Draft CoCP at January Planning Forum.</p>	<p>Chair</p> <p>LPA's</p>
4	<p>HS2 / DfT clarification of General Principles of the Draft Environmental Minimum Requirements</p> <p>HS2 Ltd revisited the EMRs' general principles, in particular enforcement and reasonable endeavours.</p> <p>LPAs appreciated the clarification provided on disapplication of legislation, the relationship between the ES and EMRs, definition of significant effects, and enforcement.</p> <p>LPAs were in agreement that slides helped to explain and provided more clarity on the General Principles and EMRs and that the Planning Forum can focus on detail of General Principles and the Environmental Memorandum in subsequent meetings.</p> <p>Action: LPAs to feedback their view at January Planning Forum of the responses by HS2 Ltd/DfT to their comments raised on the General Principles and the Environmental Memorandum in order to 'grey out' items on the collated comments table, where possible.</p> <p>Action: HS2 Ltd to recirculate comments table on General Principles and Environmental Memorandum.</p> <p>Action: HS2 Ltd to confirm updating Information Paper E1 to include detail on enforcement mechanisms in the context of breaching the EMRs.</p> <p>Action: HS2 Ltd to clarify why section 1.1.3 of the General Principles is written as a statement of intent rather than as a commitment, following the Chair's question on this matter.</p> <p>Action: HS2 Ltd to focus on stakeholder engagement later in 2015 once more detail is available on the matter.</p> <p>Action: HS2 Ltd to circulate meeting slides before 10th December 2014</p>	<p>LPA's</p> <p>HS2</p> <p>HS2</p> <p>HS2</p> <p>HS2</p> <p>HS2</p>

5	HS2 Updates	
5.1	<p>Parliamentary Process</p> <p>HS2 Ltd presented the following information on behalf of DfT:</p> <ul style="list-style-type: none"> • Winter recess dates: 18th Dec – 5th Jan; 12th Feb – 23rd Feb • Summary of petitioning for Additional Provisions 1 • Consultation on Environmental Statement (closed 14th November) 	
5.2	<p>Project Updates</p> <p>HS2 Ltd presented an update on the following:</p> <ul style="list-style-type: none"> • Safeguarding to Crewe – Consultation closing 6th Jan 2015 • Sir David Higgins Rebalancing Britain Report – vision, key findings and recommendations for the Y network, stations and Crewe • Lead local authorities: <ul style="list-style-type: none"> ○ HS2 Ltd contacted lead local authorities - awaiting response to reach agreement on approach ○ Proposed working groups for some topic areas with potential cross-authority approach ○ Outcomes to be discussed in Planning Forum or Sub-Forums if relevant <p>The route to Crewe and Euston station were discussed in more detail following questions from LPA's.</p> <p>Action: It was agreed in the South meeting that Buckinghamshire County Council to check if Sharp Pritchard letter / distribution list can be circulated at Planning Forum.</p> <p>Action: HS2 to provide further clarification on the purpose of the working groups and check contact list to ensure all relevant participants are informed.</p>	<p>Bucks CC</p> <p>HS2</p>
5.3	<p>Subgroups</p> <p>HS2 provided updates on the Environmental Health and Highways Sub groups. The next EH Sub-Forum is 14th January 2014 and the next Highways meeting is 08th January 2014.</p> <p>Action: Highways Subgroup Terms of Reference to be reviewed by Chair and circulated at next Planning Forum.</p>	Chair /HS2
5.4	<p>Document Routemap and Forward Plan</p> <p>HS2 presented the Planning Forum document routemap and Forward Plan. The programme for the CoCP and the progress to be made in future Planning Forums and Subgroups was outlined.</p>	

	<p>LPA's were in agreement that routemap and forward plan is sensible going forward.</p> <p>Action: Draft CoCP slide to be updated to show appropriate 'red' text for subgroups.</p>	HS2
6.	<p>AOB</p> <p>Staffordshire CC – enquired as to whether an update is available on Ground Investigation works. HS2 explained that information on the priority areas for early ground investigation had been presented to the Highways Subgroup and that this information can be shared with the Planning Forum.</p> <p>The Chair informed the Forum that he may be appearing at HS2 Select Committee in January to provide input into discussion on undertakings and assurances.</p> <p>The Chair informed the Forum that he is independently attending the HS2 Community Fund Workshop on 10th December, to contribute experience from CTRL.</p>	