

Document Number:	HS2-HS2-ER-MRC-000-0000021
Meeting Date:	5 September 2013
Meeting Location:	Warwick Hilton Hotel
Meeting Title:	Route wide planning forum (North)
Zone/Area References:	N/A
GIS/Land Registry Reference:	N/A
HS2 Ltd Contact Person:	[REDACTED]
Stakeholder:	Local Authority
Topic Keywords:	Planning Forum, Local Authority

Chair	[REDACTED]	Independent Chair
Promoter Attendees:	[REDACTED]	London Planning Manager, HS2 Ltd Country Planning Manager, HS2 Ltd Birmingham Metropolitan Planning Manager HS2 Ltd Planning Liaison HS2 Ltd Bill Manager, DfT
Local Authority Attendees:	[REDACTED]	South Northants District Council Warwickshire County Council Warwickshire County Council Warwickshire County Council Warwickshire County Council Buckinghamshire County Council North Warwick Borough Council Lichfield District Council Lichfield District Council Staffordshire County Council Birmingham City Council Birmingham City Council Chiltern & South Bucks District Council Solihull Metropolitan Borough Council
Apologies	[REDACTED]	Buckinghamshire County Council Wycombe District Council Cherwell District Council Oxfordshire County Council Warwickshire County Council North Warwick Borough Council Stratford On Avon District Council Staffordshire County Council Birmingham City Council Solihull Metropolitan Borough Council

Item		Action/Owner
1.	Introductions	
	Introductions were made. It was announced that [REDACTED] has been successful in the formal appointment of Independent Chair of the planning forum.	
2.	Review of notes & actions of the last meeting	
2.1	The notes were agreed as an accurate record.	
2.2	Item 5.0: The separate issues list has been created and is to be discussed as part of the agenda. Closed	
2.2	Item 5.13: Moved to issues list. Closed.	
2.3	Item 7.1: The 'route map of documents' slide was issued on the 30 July. Closed	
2.4	Item 7.2: The timeline for documents was issued at the meeting. The South meeting requested additional information on the generic steps of the parliamentary process. This can be found on the Parliament website on the following link: http://www.parliament.uk/business/bills-and-legislation/current-bills/previous-	

	bills/hybrid-bills/	
2.4	Item 8.1: Safeguarding discussions have taken place. Closed.	
2.5	Item 8.4: Property re-consultation is item 6 on the agenda.	
2.6	Item 9.1: The acoustic sub group ToR are published on the website. Closed.	
2.7	Item 9.2: Planning forum meetings taking place as agreed. Closed.	
2.8	Item 2.5: Ecology meeting is agreed for 18 September.	
2.9	Item 2.17: Meeting with Shire authorities on the TA to be agreed.	
2.10	Item 3.4: DfT has noted the request to share the planning schedule before submission. HS2 Ltd to confirm whether it is subject to parliamentary privilege.	
2.11	Item 9.7: Wording on the pre-application consultation to be discussed with the planning memorandum. Removed from action list.	
3.	Planning regime feedback	
3.1	HS2 Ltd responses to the comments received had been included in the table and issued to the meeting. The points were discussed in turn. [Following the discussions at the meeting, the points that were agreed during discussion have been greyed out, and additional comments made at the meetings included.] Points of discussion were as follows:	
3.2	Item 1: Noted that there may be instances of sites being close to (not on) a LA boundary that could have an impact. Wording to be reviewed.	HS2 Ltd
3.3	Item 3: Discussion at the meeting yesterday highlighted that cost information is likely to form part of the planning discussion. Anything raised by an authority can be factored into the reasonable test but would mainly be of technical or cost nature.	
3.4	Item 5: Yesterday the practicalities of discussing the statutory guidance without the planning schedule were discussed. DfT to confirm whether the planning schedule will be available pre deposit, and the reasons why if not.	DfT
3.5	Item 6: HS2 Ltd agreed that the comments made in the table could be considered for inclusion in the planning memorandum or the statutory guidance.	HS2 Ltd
3.6	Item 7: Reference numbers of applications made on Crossrail will be provided to the meeting to enable members to view the typical content of submissions made under the planning regime process in operation under the Crossrail Act.	HS2 Ltd
3.7	Item 8: Concerns were noted on the 8 week determination period for large scale schemes such as stations. It is recognised that the timescales are tighter but there will be significant pre-submission consultation and submission content will be known before they are made. Any submissions outside of the Act's powers would be under the usual planning application process and would be subject to the usual timescales. HS2 Ltd agreed to look at determination periods again. Resourcing concerns are a separate discussion. It is acknowledged that there is uncertainty on the extent of submissions at the current stage of the programme. This discussion will take place in due course once more is known about the extent of work involved. It was noted that the planning memorandum is about the principles of approach being established. A body of work will follow to assess the level of submissions in each area.	HS2 Ltd
3.8	BCC requested that the formal ES consultation period be 12 weeks. The consultation period will be set by the parliamentary authorities and is outside of the control of HS2 Ltd or the DfT.	
3.9	Item 10: It was clarified that the Highways Agency is not a statutory consultee under the Bill. Highway approvals are sought under protective provisions.	
3.10	Item 11: It was confirmed that Class Approvals will be discussed through the planning forum.	
3.11	Item 22: If authorities have concerned about sites that are outside limits then they can be raised as a petitioning issue. Wider realm betterment is for debate.	
3.12	It was noted that the Staffordshire CC comments were made jointly with Lichfield DC, table to be amended accordingly.	HS2 Ltd
4.	Outline content of planning memorandum & statutory guidance.	
4.1	A summary presentation was given on the planning memorandum, see circulated	HS2 Ltd

	slides. A hard copy of the memorandum was issued at the meeting and an electronic copy will be circulated to the forum post meeting.	
4.2	It was confirmed that there is no hierarchy of Bill documents; they are all equally committed to under the process.	
4.3	It was clarified that the planning memorandum refers to due regard being given to discussions in the planning forum.	
4.4	It was questioned why non qualifying authorities will not be part of the planning forum given they will still receive planning submissions. The commitment to work in line with the memorandum is required. This is how the process has been established. Non qualifying authorities would still benefit from pre-application discussion. Discussion on the planning memorandum will be part of the agenda for the October meeting.	HS2 Ltd
5.	Local Environment Management Plans (LEMPs)	
5.1	A brief presentation was given on the latest position with LEMP's (see circulated slides). These are Nominated Undertaker documents and Local Authorities do not sign them. If an LA chooses not to engage, it doesn't stop them being produced.	
5.2	The next formal draft of the Code of Construction Practice (CoCP) will be available with the formal ES.	
5.3	Officers noted that the community may want a direct say on what is of importance locally. There is a commitment within the CoCP to have engagement with the community although the format is not yet established. Concern was expressed that there will be an expectation for local authorities to undertake engagement. HS2 Ltd to provide an update on how engagement is likely to take place going forward.	HS2 Ltd
6.0	HS2 Update	
6.1	Community forums start this evening and run throughout September with the last ones in the early days of October.	
6.2	The property re-consultation is due to be launched shortly.	
6.3	The Secretary of State has agreed to meet with phase one local authority Leaders ahead of the Bill deposit. HS2 Ltd will advise of timings shortly.	HS2 Ltd
7.0	Sub Groups	
7.1	An update on sub group meetings was given (see slide issued).	
8.0	Any other business	
8.1	WCC questioned which month Bill deposit will be in. The aim is for deposit toward the end of this year.	
8.2	It was questioned when the Secretary of State will respond on the draft ES consultation. This is to be confirmed.	DfT
8.3	The next North meeting will be on the 2 October. Location to be confirmed.	HS2 Ltd

Appendix A: Planning regime comments table; see separate file