

<b>Document Reference Number:</b>	HS2-HS2-ER-MRC-000-000006
<b>Meeting Date:</b>	25 April 2013
<b>Meeting Location:</b>	Warwick Hilton, Warwick.
<b>Meeting Type:</b>	Route wide planning forum meeting one
<b>HS2 Ltd Contact Person:</b>	[REDACTED]
<b>Stakeholder:</b>	Phase One line of route Local Authorities
<b>Topic Keywords:</b>	Planning Forum, Local Authority

<b>Chair</b>	[REDACTED]	Independent Interim Chair
<b>Promoter Attendees:</b>	[REDACTED]	Department for Transport Town Planning Manager Planning Manager (London) Planning Manager (Country) Planning Liaison
<b>External Attendees:</b>	[REDACTED]	Northamptonshire County Council Cherwell District Council Oxfordshire County Council Warwickshire County Council North Warwick Borough Council South Northants District Council Staffordshire County Council Birmingham City Council Birmingham City Council Solihull Metropolitan Borough Council Warwickshire County Council Stratford-on-Avon District Council
<b>Apologies</b>	[REDACTED]	Warwickshire County Council Warwickshire County Council Buckinghamshire County Council Wycombe District Council Staffordshire County Council Birmingham City Council Northamptonshire County Council Birmingham City Council Solihull Metropolitan Borough Council

Item		Action/ Owner
<b>1.</b>	<b>Introductions</b>	
	Introductions were made.	
<b>2.</b>	<b>Actions from previous meetings</b>	
2.1	For continuity with the previous structure, the route wide relevant outstanding actions are addressed in this meeting and the agenda includes issues raised by the former Chairs of the other meetings.	
2.2	A list of the actions and their current status is included as appendix A.	
2.3	Concern was noted about the absence of a High Level Forum. HS2 Ltd is working with the DfT to broaden engagement at this level.	
2.4	It was noted that the response to item 5.3 noting that a CD of the draft environmental statement (ES) could not be provided was challenged at the meeting yesterday. Officers present supported this view and noted the value of a CD version. HS2 Ltd agreed to reconsider.	HS2 Ltd
<b>3.</b>	<b>Engagement</b>	
3.1	Slides of the presentations on engagement were circulated following the event, attached as appendix B.	
	Points of discussion:	
3.2	The route wide forum draft terms of reference will be revised in light of comments received so far. It was noted that two officers from the south meeting have	HS2 Ltd

	volunteered to initially review the draft ToR and if anyone from the meeting today would also like to be involved, please send an email to the Chair or [REDACTED].	Members
3.3	HS2 Ltd will arrange bilateral meetings as required by authorities to address local concerns and possible petition issues. It was noted that should consensus not be reached on any issues through the engagement process, local authorities have the opportunity to petition the project through the select committee process.	HS2 Ltd
3.4	The position of Chair will be advertised and the interview panel will consist of DfT & HS2 Ltd representatives, and two local authority forum members. If any member would like to put themselves forward for the panel, they should approach Marian Hutchin to discuss this week. It was suggested at the south meeting yesterday that one volunteer could be from the 51m group.	Members
<b>4.</b>	<b>Planning regime</b>	
4.1	Slides of the presentation on the planning regime were circulated following the event, attached as appendix B.	
	Points of discussion:	
4.2	It was confirmed that deemed planning consent would not apply to any structure that falls outside the limits of deviation (for scheduled works) or the Limits of Land to be Acquired or Used (for other works).	
4.3	The link to the Crossrail planning memorandum is included here for information: <a href="http://www.crossrail.co.uk/about-us/crossrail-act-2008/environmental-minimum-requirements-including-crossrail-construction-code">http://www.crossrail.co.uk/about-us/crossrail-act-2008/environmental-minimum-requirements-including-crossrail-construction-code</a>	
4.4	The structure of fee reimbursement is not yet confirmed for HS2 Ltd. Information on the Crossrail fee regime will be provided.	HS2 Ltd
4.5	It was noted that the appeals process works the same as it does for normal planning issues but with half of the timescales throughout the process.	
4.6	Cherwell DC noted that there appeared to be nothing particularly unusual in the proposed planning regime.	
4.7	It was agreed that it would be useful for planning forum members to have one another's contact details to enable discussion. This will be issued by HS2 Ltd.	HS2 Ltd
4.8	Any comments or views of members on the proposed regime are invited, if possible in advance of the next meeting.	Members
<b>5.0</b>	<b>Sub-groups</b>	
5.1	A briefing note was issued & briefly explained to update members on the latest position with the sub-groups. The note is attached as appendix C.	
<b>6.0</b>	<b>HS2 Update</b>	
6.1	Phase Two has been announced with initial route preferences published in January. The consultation is likely to be toward the end of 2013 with an initial preferred route decision made by the end of 2014. It was noted that the exceptional hardship scheme (EHS) consultation period has been extended by three weeks as additional information on points of clarification has been published today.	
6.2	The draft ES consultation is due to start in the spring, although the start date & duration are not yet available. Once the consultation is published, local authorities will be notified. Earlier notification was requested by authorities. HS2 Ltd will take this comment away but noted that with previous consultations it has not been possible to give earlier notice as they are required to be announced in Parliament.	
6.3	The draft ES will set out the emerging design and alternatives for the HS2-HS1 link. LB Camden will be briefed on the information in the next few weeks.	
6.4	There is an assumption that the Sponsors Requirements (SR) will be updated in due course to take account of the phase two announcement. However there has not yet been an update and the SR previously issued to planning forum members is still the current version.	
6.5	The memorandum of understanding for cost reimbursement for technical engagement has been signed by 11 authorities and others are encouraged to sign.	
<b>7.0</b>	<b>Meeting schedule</b>	

	A revised schedule of dates was tabled. Any comments are welcome. The possible benefits of one meeting were discussed. Two meetings were provided to assist with mitigating travel requirements and for diary management but the meeting could be combined into one meeting if members would prefer. Should two meetings be preferred it was agreed that the running order should be rotated so that next round, the north meeting would come first.	All
<b>8.0</b>	<b>Any other business</b>	
	None reported.	

## Appendix A

### Route wide planning forum: route wide actions from previous planning forums

Meeting	Date	Ref	Action	Status
Staffs	20/07/12	16	HS2 to consider a briefing regime on hybrid bill for councillors, particularly planning committee members	HS2 Ltd delivered half day seminars on the hybrid bill & planning regime in March for officers. Consideration being given to a similar event for members late summer/autumn 2013
Staffs	20/07/12	17	Briefing on hybrid bill & petitioning process to be given to community forums	Due late summer/autumn 2013
Staffs	07/02/13	5.6	Request that discussions on the deemed consent regime under the bill start.	Seminars took place on 6 & 7 March. Addressed on April agenda. Closed.
Staffs & Birmingham /Solihull Bucks-Herts	07/02/13 13/02/13 24/01/13	6.1 6.1 5.1	HS2 Ltd to write regarding the changes to the planning forum with revised ToR.	Letters issued. Closed.
Staffs	07/02/13	7.1	Agree the dates for the route wide planning forum.	To be discussed on the agenda under item 7.
Northants-Oxon	05/02/13	5.3	Request for fully indexed CD versions of the draft ES to be issued to local authorities.	Reported to meeting that this cannot be provided due to the lead in time required for production which conflicts with programme constraints.
Bucks-Herts	15/11/12	6.1	Discuss local environment management plans at the next CoCP sub groups.	Noted for consideration for when the next sub group is arranged.
Bucks-Herts	24/01/13	4.1	HS2 to share community proposals on other areas of the route with members.	This is being progressed for the draft ES.
Bucks-Herts	24/01/13	8.2	Officers & members to advise whether they would like a sub group (acoustics) local authority officer to report to the planning forum.	Sub group agenda item.
London	11/01/13	2.3	HS2 Ltd to respond to the letter to the Chair of the Planning forum.	Letter sent on the 18 Jan with SR. Closed.
London	11/01/13	5.1	Issue notes of subgroup meetings to forum members.	Issued when approved and issued to sub group members. On-going
London	11/01/13	6.3	Arrange planning regime briefing and invite [REDACTED].	Events took place on 6 & 7 March. Closed.
London	11/01/13	7.1	Chair to circulate form of words for safeguarding responses.	Issued. Closed.

## **Appendix B**

Engagement presentation & HS2 Ltd Planning regime presentation slides: See attached PDF.

## **Appendix C**

Sub group briefing note to the route wide planning forum  
April 2013

### **Acoustics:**

- Nov, Dec & January notes were issued previously. February & March notes will follow shortly. Agendas are attached for information.
- The November meeting focused on airborne sound assessment methods. December meetings focused on ground borne sound and vibration assessment. The WHO has published guideline values for community noise that are “..essentially values for the onset of health effects from noise exposure” and the Acoustic Review Group has issued a paper on the guidelines which has been provided to Environmental Health Officers for comment.
- EHPs have provided a response on prediction methods and this will be responded to separately by HS2 Ltd.
- January took the form of a whole day workshop (repeated over two days) and was on the assessment of significance criteria for operational noise & vibration. (Highlighting difference between impacts & effects for Environmental Impact Assessment) It included visits to the soundLab to replicate the experience of high speed train noise.
- A working group has been established to draft the stationary sources specification.
- The February meeting was on the 11 February and was also an all day workshop, north and south combined to look at significance criteria for construction.
- March was also an all day workshop on the 14<sup>th</sup> and took place in London. The meeting addressed the structure of the draft ES, a baseline update and sensitivity tests for modelling. A visit to an HS1 vent shaft was also arranged. Members of the Acoustic Review Group (ARG) were invited to the sub-group. Sub-group members were also invited to attend the next ARG group meeting.
- April's meeting was on the 15<sup>th</sup> and covered a baseline update, further sensitivity analysis follow up, worked examples of significance criteria and assessment of tranquillity.
- HS2 Ltd has asked meeting members if anyone would like to act as chair for the sub-groups.
- Planning forum to consider whether they would prefer a member of the sub-groups to report to the forums rather than HS2 Ltd.

### **Code of Construction Practice (CoCP):**

- Letters responding to authorities who have commented have been sent out.
- Updated CoCP is on the website now.
- As a supporting document to the draft ES, it will be part of the draft ES consultation and members of the public will be able to comment on it at that stage. The Local Environment Management Plan (LEMP) issue is addressed



in section 4. The document is available on following link:

<http://www.hs2.org.uk/news-resources/environmental-documents>

#### **Heritage:**

- The first meeting took place on 22 January, focusing on archaeological matters and was well attended by county and city council archaeologists, English Heritage and two conservation officers.
- As the first meeting the agenda dealt with the draft terms of reference, an update on Phase One works (including EIA, forums, the draft CoCP and the bill process).
- Key discussion focused on the archaeological assessment work and the methodology for field work both in terms of work for the EIA and as the project progresses. A brief discussion of the issues surrounding archive deposition was held with lessons learnt from HS1.
- Key Actions (mainly HS2 Ltd): To consider a phase one wide archaeology (and built heritage) position statement to support the EIA; To consult on the methodology for site evaluation (notably in support of the EIA); To provide greater clarity regarding the timetable for EIA consultation.
- The next meeting was on the 18 April and focused on built heritage focusing on the issue of 'setting' and integration of landscape mitigation design with cultural heritage assets.
- Once notes are agreed by attendees, they will be issued to planning forum members. The first meeting note will be sent out shortly. The agenda is attached for information.

#### **Highways:**

- Two meetings have taken place and the third is on Tuesday 30 April.
- Meetings are programmed bi-weekly until July.
- The proposed highways dis-applications and protective provisions for HS2 Ltd have been issued to the group and comment and discussion is planned for the next meeting.
- Notes of the first three meetings will be issued to planning forum members shortly.