

ENVIRONMENTAL HEALTH SUBGROUP of the HS2 PLANNING FORUM

Title:	Environmental Health Sub Group (North and South) Meeting #19	
Date & Time	Wednesday 24 th January 2018 12.30 – 16.00 pm Mary Ward House 5-7 Tavistock Place London, WCH 9SN	
Chair	Peter Carey	Independent Chair
External Attendees:	Ted Allett Gareth Epps Deborah Fazal	Independent Chair of the Planning Forum (PFC) Interim Independent Construction Commissioner Independent Residents' Commissioner
Promoter Attendees:	Christian Bonard Anthony Coumbe Paul Gilfedder Hannah Leggatt Tim Robins Patricia Sevilla Noah Bold Stephen Hyland Phil Brewer Susie Robinson Simon White Geri Badura Edward Warner Cyrille Beaux Ian Buchanan	HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd HS2 Ltd Align CSC BBV CEK BBV
EHP Attendees:	Alasdair Carlin Rizwan Yunus John Penny Steve Braund Peter Rodham Dean Walters Richard Hiscock Barbara Terres Richard Peers Julian Smith Bernice Larkin Diane Viechweg Nick Mottram Jack Twomey Dominic Towey	London Borough of Hammersmith and Fulham / Royal Borough of Kensington and Chelsea London Borough of Hammersmith and Fulham / Royal Borough of Kensington and Chelsea South Northamptonshire Council Chiltern District Council London Borough of Camden North Warwickshire Borough Council Aylesbury Vale District Council Westminster City Council Staffordshire County Council Wycombe District Council Solihull Council Slough Borough Council Oxfordshire County Council Lichfield District Council Solihull MBC

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Item		Action Owner
1.	<p>Welcome and introductions made</p> <p>The chair called the meeting to order, welcomed attendees and introductions were made including an introduction and welcome to Deborah Fazan (DF) HS2 Ltd.'s Residents' Commissioner.</p> <p>Introductions were then made around the table for new members of the Subgroup and also Main Works Civils Contractors (MWCC) introductions.</p> <p>Apologies were sent from Helen Masterson LBC.</p> <p>It was also noted that Gareth Epp, HS2 Ltd Interim Construction Commissioner would be joining the meeting later.</p>	Chair
2.	<p>MWCC Presentations</p> <p>Introductions and welcomes were made to MWCC's Environmental Managers and then presentations were undertaken by each MWCC.</p> <p>The Chair asked what the timescales were currently around design for the next 12 months, HS2 Ltd confirmed it was still working towards ending Stage One in late 2018, to allow for assurance and governance, before Notices to Proceed could be issued to commence Stage Two in early 2019.</p> <p>The Chair asked when the MWCCs will be undertaking engagement with the LAs in the individual areas mentioned. HS2 Ltd stated that this will be largely undertaken during the summer. AVDC commented that early engagement is key and that it should be being undertaken as soon as designs are starting to be considered. HS2 Ltd agreed that the early engagement approach is one that they are requesting of all contractors.</p>	HS2 Ltd/MWCC's
3.	<p>Review of notes and actions from last meeting</p> <p><u>Review of action log</u></p> <p>The following comments were made on existing outstanding actions:</p> <p><u>Action Item 8a from March 2017</u> HS2 Ltd have set up the SharePoint site and it had been noted there were a few issues reported of LAs not being able to access the accounts. HS2 Ltd asked anyone who has had an access issue to email the Planning Forum address and then HS2 Ltd can take this forward with their IT team. The Chair and HS2 Ltd made a request for documentation to be unloaded and shared.</p>	Chair/All

<p>Action Agreed Closed</p> <p><u>Action Item 2a from July 2017</u> DfT has decided to hold a public recruitment for the permanent Construction Commissioner and the role will be advertised shortly. LAs have been involved in the panel to define the Terms of Reference (ToR) for the permanent role with Interim role being extended until April. The ToR have been confirmed and will be published as role being advertised. The appointment of the permanent Construction Commissioner will be led by the DfT,</p> <p>Action Agreed Closed</p> <p><u>Action Item 2b from September 2017</u> EWCs are continuing to send emails through to the LAs and LBC confirmed that they have not encountered any issues and are happy to carry on using emails rather than using the Aconex system. If in the future there are issues that arise then a review of the system can be undertaken and it is up to the LA's to flag up any issues that do arise.</p> <p>Action Agreed Closed</p> <p><u>Action Item 2d from September 2017</u></p> <p>Action Agreed Closed</p> <p><u>Action Item 2a from November 2017</u> Contaminated land meetings are being organised in areas, where relevant.</p> <p>Action Agreed Closed</p> <p><u>Action Item 2b from November 2017</u> Same as above action 2b from September 2017</p> <p>Action Agreed Closed</p> <p><u>Action Item 2c from November 2017</u> Comprehensive SPoC list has been distributed through the Planning Forum email address, HS2 Ltd has requested that any changes that are required need to be flagged by the LAs. This list going forward will inform all future meeting invitations and distributions, so LAs need to email the Planning Forum to advise of any changes.</p> <p>Action Agreed Closed</p> <p><u>Action Item 3a from November 2017</u> Item on the agenda for air quality and monthly reporting results</p> <p>Action Agreed Closed</p> <p><u>Action Item 4a from November 2017</u></p>	
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	<p>It was confirmed that the process for Network Rail reporting a complaint is the same as HS2 Ltd. They would receive an automatic out of hours response staging they should call the 24hr helpline for any urgent matters.</p> <p>Action Agreed Closed</p> <p>The minutes were then reviewed page by page with the following comments:</p> <p>Page 1 – Correction regarding attendees, Nick Mottram Oxfordshire County Council and Steven Wilde North Warwickshire County Council.</p> <p>Page 2 – The Chair asked if there was an update regarding the HS2 website. HS2 Ltd confirmed that an update on the CommonPlace website would be included in the meeting, however there is no further update as yet on when the HS2 website would be going live.</p> <p>Page 3 – The Chair commented that a meeting held by HS2 Ltd around asbestos had taken place with CDC in attendance. Asbestos procedures were discussed around finding asbestos on site and a workshop then followed with focus on auditing reports submitted by consultants. CDC commented that it is a reminder to ensure that the joint ventures are aware of their obligations and that their subcontractors are aware of the regulations and requirements in place. HS2 Joint Regulators forum has been established and will take place every six months and an update be given to the EH Sub Group after the next meeting has taken place.</p> <p>Page 11 – The Chair commented that the last bullet point on the Planning Forum regarding Section 17 Appeals Guidance, Section 25 Traffic Guidance, and Section 61 Appeals Guidance to be published by November and uploaded onto the website but after checking they don't yet seem to be available. HS2 Ltd commented that this had been the intention but DfT have been busy with Phase 2a which has caused a delay, however the DfT are aware of the urgency and are working to have them published shortly.</p> <p>The minutes were then agreed and accepted as final.</p>	
<p>4.</p>	<p>Residents' Commissioner - Introduction</p> <p>The Chair introduced Deborah Fazan (DF), HS2 Residents' Commissioner, to the Sub Group members, she was appointed in January 2015 to monitor how HS2 Ltd is addressing residents' concerns in relation to the project, in particular the property schemes.</p> <p>DF stated there were three property schemes currently in place, they are Express Purchase for Safeguarding, Rural Support Zone for within 60 to 120 metres from the line of route and the Need to Sell scheme. The main purpose of the Residents' Commissioner role is to ensure that residents understand how they can access the schemes, the accessibility of the schemes overall, as well as analyse any trends and concerns that are being outputted.</p>	<p>Chair</p>

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	<p>Processes have evolved over time and a perfect example of this is that residents can now appoint their own valuer as well as having a HS2 valuer, however there are issues around the length of time it takes to do this. Also someone who is having their house potentially compulsory purchased does not usually understand the processes and procedures that are in place, so the focus really is on making things easier for people to understand and follow.</p> <p>It was noted that GE is mostly dealing with construction whereas DF is more focused on the property and community engagement aspects, but that both Commissioners meet on a regular basis. The goal is always to ensure that that people don't have cause to complain in the first place.</p> <p>PFC asked for clarification on who the Independent Complaints Assessors (ICAs) were. HS2 Ltd commented that they are two individuals appointed directly by the DfT to deal with complaints arising from DfT organisations, who ensure that if someone complains then there is a clear route for that complaint to follow.</p> <p>The Chair commented that there had been concerns raised by the Sub Group around complaints handling, but HS2 Ltd had acknowledged this issue and were working to improve the process.</p> <p>The Chair also commented on the potential urban compensation scheme and could more be said on this. HS2 Ltd stated no comments could be made on the scheme at this time, as it is currently in draft, but hopefully something will be released in the next few months. The Chair commented that this will be an important focus for the EH Sub Group going forward.</p> <p>The Chair commented that it is important for the LAs to communicate ideas that work well so that HS2 Ltd can then take these forward and utilise them. As mentioned there is much reliance on the internet so there needs to be a review of the options that are available for people who do not use or have access to the internet. HS2 Ltd requested that if the LAs have ideas that have worked for them in their areas then could they please share these.</p> <p>CDC asked what happens with regards issues of housing complaints from the scheme in relation to damage appearing in buildings or noise and dust issues directly related to construction. HS2 Ltd commented that initially they are logged through the HS2 helpdesk and then if eligible they would be considered under the Small Claims Scheme.</p> <p>The Chair thanked DF for attending and for an informative update and discussion</p>	
<p>5.</p>	<p>Air Quality – Update</p> <p>HS2 Ltd introduced Susie Robinson (SR), Phase One Air Quality Lead to the Sub Group members. Slides and an update on Air Quality was then presented.</p> <p>HS2 published its Phase One annual air quality report 2016 at the end of 2017, as per HS2</p>	<p>HS2 Ltd</p>

	<p>Ltd's commitments.</p> <p>HS2 Ltd's intention is that any air quality monitoring is intended to supplement air quality monitoring undertaken by other parties. Monitoring is undertaken where significant effects were reported in the Environmental Statement (ES), co-located at pre-existing long term continuous monitoring sites as well as background and roadside sites where significant effects had not been predicted. 2016 was considered a baseline year as mostly no construction works had been undertaken. It is expected that 2017 would also provide further baseline data due to the limited construction activities occurring.</p> <p>HS2 Ltd have already made commitments for measures to reduce emissions generated by construction activities including, construction vehicle emissions standards requirements and methods to manage their use via traffic management plans, non-road mobile machinery emissions standard requirements and dust mitigation measures. Progress and impact of measures to improve air quality will be reported on in future annual reports.</p> <p>LBC asked if the locations of diffusion tube monitoring took account of new construction traffic routes. HS2 Ltd confirmed that periodic reviews would be undertaken, to account for a number of factors such as: any changes to scheme design / construction methods that may affect volumes of construction traffic, construction traffic routes or traffic management measures</p> <p>AVDC asked when the 2017 report will be finalised and then made available, HS2 Ltd confirmed that this is expected to be completed and published during the summer/autumn, due to the monitoring results being ratified in April and then a few months required to complete the actual report itself. The monthly reports are published within 4-6 weeks of the reporting period.</p>	
<p>6.</p>	<p>Noise – Update</p> <p>HS2 Ltd presented slides providing an update on operational noise to the Sub Group</p> <p>Following the decision to install slab track (as opposed to ballast track on some sections) along the Phase One route, there was a potential challenge relating to an increase in operational noise at source. This is exacerbated by the increased likelihood of HS2 Ltd procuring a fully classic-compatible rolling stock fleet (rather than part classic-compatible and part captive rolling stock, as was assumed in the ES).</p> <p>The issue requires careful management of interfaces between the MWCCs, railway systems contractors and rolling stock providers, which is made more challenging because the railway systems and rolling stock contracts were not yet awarded.</p> <p>HS2 Ltd stated it had commissioned a study into the likely impact of the changes to the track and rolling stock assumptions, on the operational noise assessment, so that the risk could be addressed. HS2 Ltd reminded the Sub Group that the project still had to comply with the Environmental Minimum Requirements.</p>	<p>HS2 Ltd</p>

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	<p>The Chair asked why HS2 Ltd had decided to install slab track rather than usual ballast track. HS2 Ltd responded that there were a number of benefits of using slab track including reduced whole life cost, reduced maintenance during operation, and potentially less construction traffic and land-take during construction.</p> <p>AVDC asked if the move to slab-track would have any impact at Calvert. HS2 Ltd stated that this would be dependent on the railway systems contractors and the installation methods and the construction locations they chose to install the slab track.</p> <p>HS2 stated that the speed of trains affects the operational noise output from the train.</p> <p>The Chair commented that it would be useful for HS2 Ltd to present a more detailed and technical presentation on the subject at a future meeting.</p> <p>Action – HS2 Ltd to provide a more detailed presentation on operational noise at a future EH Sub Group meeting.</p>	
7.	<p>Monthly Reporting Feedback</p> <p>HS2 Ltd again introduced Susie Robinson (SR), Phase One Air Quality Lead to the Sub Group members who gave an update on the monthly reporting.</p> <p>Publication of the monthly monitoring reports commenced in October 2017. There is one report per local authority each month but there is currently only monitoring being undertaken in some of the London Local Authorities. HS2 Ltd has asked for feedback to be given on the report templates that are currently being used and if there any changes that the LAs would like to see.</p> <p>The Chair commented that not everyone might have had chance to review the reports, but he had noticed the reports were rather long documents. HS2 Ltd confirmed that they would circulate copies of both the noise and air quality monitoring reports and feedback forms, so that any comments from the Sub Group members could be collated and discussed at a future Sub Group meeting.</p> <p>Action – HS2 Ltd to distribute noise and air quality reports and feedback forms with the January EH Sub Group meeting minutes.</p> <p>Action – Sub Group members to review report templates and provide feedback using the forms.</p>	HS2 Ltd
8.	<p>HS2 Phase One Update</p> <p>At the start of 2018 the Technical Directorate merged with the Operations Directorate to create the Operations and Infrastructure Management Directorate (OIMD) to ensure the organisational design was more effective during this stage in the programme.</p> <p>Key dates during 2018 were highlighted, including for rolling stock and railway systems procurement; award and mobilisation of the Stations Design Services Contractors (SDSC); Enabling Works Contractor (EWC) works; and Stage One design Gateways for</p>	HS2 Ltd

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	<p>the Main Works Civils Contractors (MWCC).</p> <p>HS2 Ltd highlighted there were now four CommonPlace websites up and running in Camden, Old Oak Common, Hillingdon and Birmingham, and a further six sites which had holding pages until they go live, where the public could sign up for alerts. There is also an overarching HS2 CommonPlace website available, which would link to any live sites.</p> <p>HS2 Ltd provided a presentation on its approach to risk-based assurance, which had previously been presented to the Planning Forum. This highlighted a number of factors which informed the approach to risk-based assurance, including engineering, constructability and interface complexity of the asset; environmental setting of the asset; contractor performance; and stakeholder feedback. HS2 Ltd stated it was important for the LAs to provide feedback on their interface with HS2 Ltd's Contractors, so the level of assurance could be adjusted accordingly.</p>	
<p>9.</p>	<p>Planning Forum Feedback</p> <p>HS2 Ltd provided an overview of the previous Planning Forum, where a presentation was given by Jim Crawford, Managing Director of Phase One, which provided an overview of the Directorate's activities and priorities.</p> <p>The continuing delay for finalising Service Level Agreement between HS2 Ltd and each Phase One Local Authority had been raised, but Jim had assured the Planning Forum this was now a priority to resolve.</p> <p>There was a look back at Schedule 17 applications over the past year and a review of what has been working well, what could be improved as well as lessons learned.</p> <p>Comments were made on the highways regime, which were mixed, and HS2 Ltd had taken away an action to review the concerns that had been expressed.</p> <p>A presentation was provided on the process for Schedule 17 statutory consultees, which include Historic England, Natural England and the Environment Agency. It was suggested that it be turned into a Planning Forum Note which was agreed by HS2 Ltd and a copy will be presented at a future meeting.</p> <p>A presentation was given by the MWCCs on common design elements, focusing on bridge piers and parapets. From this presentation it was agreed to establish a smaller working group to review design elements.</p> <p>Comments on Planning Forum Note 11 had been received back from LAs, and HS2 Ltd took an action to review and respond to those comments at the next Planning Forum meeting.</p> <p>PFC mentioned that HS2 Ltd had issued an invitation to a 'green corridor' workshop taking place on the 14th February 2018. There was also discussion around lorry route approvals, if the approving authority believe there is grounds for refusal in terms of</p>	<p>HS2 Ltd</p>

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	<p>road safety under Schedule 17 of the Act, and if they think there is a condition that can address the safety concern then the approving authority has the right to request modification.</p> <p>Design panel minutes upon the common design elements will be available publicly in the near future.</p> <p>The Chair commented that members of the EH Sub Group should be invited to attend any working group to review noise barrier design. HS2 Ltd said that the focus of the working group would be planning matters (i.e. aesthetic appearance) rather than the acoustic performance, but committed to ensure the EH Sub Group was kept updated on any progress.</p>	
10.	<p>Ongoing Construction and Section 61 Experience</p> <p>HS2 Ltd presented a slide showing the total for all Section 61 applications submitted, consents received, Statement of Intents issued, dispensations and variations. LBC asked if this the total during the month or the cumulative total; HS2 Ltd confirmed it was the cumulative total.</p> <p>The Chair asked Sub Group members to highlight any issues in relation to prior notification of works. CDC commented that it was a case of the earlier the better for all notifications. The PFC commented that this had also raised at the Planning Forum and that EWCs need to be ensuring that early engagement is taking place. HS2 Ltd requested if the LAs had specific examples of inadequate prior notification of works, to report these to HS2 Ltd. GE commented that it would be helpful to also be informed of any such instances, as the number reported through to the HS2 Helpdesk had been relatively low.</p>	Chair/ All
11.	<p>Forward Plan/Meeting Agenda Items</p> <p>The next EH Sub Group meeting was confirmed as the 22nd March 2018 at Mary Ward house.</p> <p>A more detailed presentation on operational noise was requested as part of the agenda for the next meeting.</p> <p>CDC asked about having an item around tunnelling in relation to Section 61 consents for tunnelling activities and looking at how will communities be notified of works where tunnelling was occurring below them such that the communities would feel vibration of the TBM and the temporary railway.</p> <p>Contaminated land to be an agenda item for the next meeting and what information is currently available from GI surveys, etc.</p> <p>The Chair commented that it would be useful to have an update on complaints handling at the next meeting and would look to invite HS2 Ltd's Community Engagement Director.</p>	All

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	<p>The Chair reminded HS2 Ltd had published its updated Local Environmental Management Plans, and requested Sub Group members review these, so that feedback could be discussed at a future meeting.</p> <p>It was also suggested there should be an agenda item relating to the feedback on the air quality and noise monitoring reports, after this had been received.</p>	
12.	<p>AOB</p> <p>SCC asked regarding Phase 2A Second Reading and the Chair followed by asking if there would be a separate EH Sub Group set up for Phase Two. HS2 Ltd confirmed Second Reading of the Phase 2A Bill had been achieved and confirmed that a Phase 2A Planning Forum had been established and the timing of when to establish Sub Groups was being discussed.</p> <p>It was requested that all future EH meetings to start at 12pm for pre-meeting and then 1pm for the EH Sub Group meeting.</p> <p>CDC requested Risk Assessments be shared on the SharePoint site.</p> <p>The next meeting date was confirmed as March 22nd and the following meeting will be held on 22nd May 2018.</p>	