

Phase 2a Annual Extraordinary Meeting 2 Meeting Summary

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| Date, time & Venue: | Thursday 26th November 10.00-12.30 MS Teams | |
| Nominated Undertaker Attendees | Paul Gilfedder (Chair) Richard Adam Peter Tomlin Ann-Marie Stubbs Emma Palmer Joe Wilson Viktor Karaiosifidis Jemma Gillman Neil Hine Nick Hilton Shane Grey | HS2 Ltd HS2 Ltd |
| Promoter Attendees: | Amanda John | DfT |
| Attendees: | Richard Peers Gary Mallin Jamie Kilgannon Nathan Cons Andy Moreton Sarah Mallen Bryan Fletcher Chris Knibbs Neil Bullock Cllr Janet Clowes Cllr Jill Hood Janet Chamberlain Cllr Jeremy Pert Jill Davies John Cornell John Fraser Gaynor Irwin Lucy Davies Michael Cowey Cllr Nicola Woodhouse Paul Carter Philip Jackson Sylvia Gibson Trevor Parkin Gary White | Staffordshire County Council Cheshire East Highways Cheshire East Highways Highways England Shropshire County Council Staffordshire County Council Stone Rural Parish Council Hatherton and Walgherton Parish Council Betley, Balterley & Wrinehill Parish Council Cheshire East Council Stone Town Council Weston & Basford Parish Council Stafford Borough Council & Staffordshire County Council Ingestre with Tixall Parish Council Weston and Basford Parish Council Yarnfield and Cold Meece Parish Council Woore Parish Council Stone Rural Parish Council Woore Parish Council Ingestre with Tixall Parish Council Hamstall Ridware Parish Council Wybunbury Parish Council Hopton and Coton Parish Council Yarnfield and Cold Meece Parish Council Madeley Parish Council |

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| 1 | <p><u>Introductions & Etiquette</u></p> <p>All who were present introduced themselves and the chair ran through the meeting etiquette</p> |
| 2 | <p><u>Purpose of Meeting and Terms of Reference</u></p> <p>The Terms of Reference (ToRs) for the meeting were discussed, an action is to be taken away for the Highways Subgroup to review the ToRs in regards to the attendees currently invited and those who may need to be invited to future Annual meetings, to ensure the correct parties are invited.</p> |
| 3 | <p><u>Phase 2a Update and delivery programme</u></p> <p>HS2 Ltd presented a high level summary of the 'Project on a Page' for Phase 2a describing what work would be involved within each scope of work and the anticipated timeline for the activities.</p> <p>It was noted that there has been a delay to the current programme from that which was shared in the Hybrid Bill, HS2 Ltd mentioned that events outside of their control has added delay to the programme and as the programme detail continues to mature, this will be shared via the community engagement team.</p> |
| 4 | <p><u>Department for Transport (DfT) Update</u></p> <p>DfT presented the current timetable showing that the Third Reading of the Bill was currently pencilled in for the 30th November, however this wasn't confirmed and Royal Assent expected in late 2020, however these dates are all driven by the parliamentary timetable.</p> |
| 5 | <p><u>How HS2 will work with highway and planning authorities</u></p> <p>HS2 Ltd gave a short presentation around how they will work with the Highway and Planning authorities as the 'nominated undertaker' when the Phase 2a Bill receives Royal Assent in regard to temporary highway works, permanent highway works and planning. A summary of what was discussed is below:</p> <p><u>Temporary works</u></p> <p>The Highways subgroup meeting is held approx. every 8 weeks to facilitate engagement between the Phase 2a highway authorities on route wide common interest matters This annual meeting provides a forum to update parishes and districts on highway matters generally, supplementing bilateral engagement on site-specific matters. A Phase 2a Traffic Liaison Group (TLG) has been established in accordance with the draft Code of Construction Practise (CoCP). The Terms of Reference (ToRs) for the meeting will follow those set out within the Route-wide Traffic Management Plan (RTMP). The TLG is an opportunity for pre-application discussions to be held with the highway authority.</p> <p>Consents and Approvals for temporary highway works will be undertaken under Schedule 4 Parts 1 and 2 of the Phase 2a Act. Submissions to the highway authority for temporary interference and streetworks will be issued using Street Manager and will be visible on public web platforms such as one.network.</p> <p>Staffordshire County Council mentioned that there's a limited amount of controls on highway authority powers too. They have limited scope to refuse/amend consents, but HS2 will try and accommodate reasonable requests. However, HS2 Ltd's powers are also limited.</p> <p><u>Permanent Works</u></p> <p>Major permanent works such as new, realigned or diverted roads have limits of deviation of which they can be built and other works can also be carried out within Act limits and within the existing highway boundary. The final road layouts may differ from those presented in the Environmental Statement (ES), provided they still meet the Environmental Minimum Requirements (EMRs). All designs for roads and bridges are subject to consent from the highway authority before construction, all applications for consent must be in line with any relevant Undertakings and Assurances (U&As).</p> <p>If there was to be a dispute with the highway authority and HS2 Ltd, the Secretary of State would make the final decision, HS2 Ltd prefer to work with the highway authority in advance of applications to come to a decision. HS2 Ltd advised that more information can be found online within the Phase 2a Information Paper E4.</p> <p>A concern was raised about the volume of consents and approvals for Staffordshire County Council to process HS2 Ltd advised that initial discussions prevent this from happening as it's in neither party's interest to cause a backlog. HS2 Ltd advised that Service Level Agreements are in place highway authorities.</p> |

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| | <p>Another query was raised around local residents being able to get engaged with the specific design details, HS2 Ltd advised that the normal mechanisms would apply with the highway authority and concerns would be dealt with via the HS2 community engagement team.</p> <p><u>Highway Works and Planning</u></p> <p>A high-level summary was given to explain the process for applying for lorry routes under Schedule 17 of the Phase 2a Act. Lorry route applications will be submitted to the highway authority where the site of work sits. The Highway Authority is the planning authority for these approvals. Engagement has begun with the relevant planning authorities and each has an 8 week decision period from when the submission is made by HS2 Ltd.</p> |
| 6 | <p><u>HS2 and Parish Councils</u></p> <p>HS2 Ltd advised that they will continue to communicate with the community in the most appropriate way possible. Due to the ongoing Covid 19 outbreak, a series of webinars have been held to cover a wide range of topics. The community engagement team will continue to engage through regular forums and will respond to adhoc queries and concerns.</p> <p>HS2 Ltd discussed examples of communication, such as notifications of works with details around the type of impact to expect, durations of works and the HS2 helpdesk details.</p> <p>Names of community engagement managers for each area were given.</p> |
| 7 | <p><u>Borrow Pits and the Road Network</u></p> <p>HS2 Ltd gave a short presentation explaining the purpose of borrow pits and explained that they are intended to help reduce the use of local roads for construction traffic. A map was presented showing the locations of the borrow pits along the line of route.</p> <p>All attendees were advised that additional information could be found online in the following documents:</p> <p>Phase 2a Environmental Statement Volume 1: Introduction and methodology – Section 6.10.8 Volume 3: SES2 & AP2 ES: Route Wide Effects – Section 12.2.25 Volume 5: Technical appendices: Borrow pits restoration strategy (CT-009-000)</p> <p>Phase 2a Borrow Pit review, published April 2019 House of Lords Traffic and Transport pack, published October 2019</p> |
| 8 | <p><u>Control of Parking, passing places and holding areas</u></p> <p>HS2 Ltd presented information relating to 'Control of Parking, passing places and holding areas'.</p> <p>The project controls that are governed by the draft Code of Construction Practice (CoCP) were discussed. The three levels of controls on lorries are the route wide measures set out in the RTMP, local area measures that will be set out within the Local Traffic Management Plan (LTMP) and site specific measures that will be measured through appropriate engagement and submissions to the highway authorities. All measures will be monitored by the HS2 Compliance team.</p> <p>It is a requirement of the RTMP for the contractor to implement the required measures to reduce construction traffic impacts associated with parking in the vicinity of sites. Should holding areas be identified as on-street holding areas, these would be subject to the provisions of Schedule 4 of the Act for consultation and consent of the relevant highway authority.</p> <p>To adhere to Undertakings and Assurances, for the main Construction Phase, HS2 Ltd will implement a Vehicle Monitoring System (VMS), which the contractors will be required to use. The VMS systems will help monitor and manage the overall flow of construction vehicle movements. Additional information can be found in Information Paper E8: Vehicle Flow Management and Safety Requirements During Construction.</p> |
| 9 | <p><u>Scheduling of Works</u></p> <p>HS2 Ltd gave some information about scheduling of works and explained that the aim is to avoid clashes with other local works where possible to ensure disruption is kept to a minimum. Additional information can be found in Information Paper E5: Roads and Public Rights of Way.</p> |

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| | Scheduling of works will be managed through the Traffic Liaison Group meetings. Further information can also be found in Information Paper E3: Management of Traffic during construction. |
| 10 | <p><u>Approach to Haul Roads</u></p> <p>HS2 Ltd presented information about haul roads and explained the purpose of them is to minimise the impact of traffic on roads for the local communities and will be used as a means to manage construction traffic between construction compounds and working areas. The means for managing haul roads where they may interface with the public highway and public rights of way was also discussed. A description of a typical haul road section was also presented and HS2 advised that measures would be in place on site to prevent mud being taken on to the highway and will be monitored by the compliance team.</p> |
| 11 | <p><u>Flow Assumptions and the EMRs</u></p> <p>HS2 Ltd presented information about the flow assumptions and Environmental Minimum Requirements (EMRs) relating to traffic. The EMRs are a suite of documents which include the draft General Principles document and the draft Code of Construction Practice (CoCP). In accordance with the draft CoCP, HS2 is required to ensure that the Local Traffic Management Plans (LTMPs) include proposed assessments of flows, which will be carried out so that the assessments are aligned to the Environmental Statement. Should the contractor LTMP assume different routes for Large Goods Vehicles or flows which are higher than assessed in the Environmental Statement, then the contractor is required to confirm that no new significant adverse effects are forecast to arise, where they are within the control of the HS2 programme.</p> |
| 12 | <p><u>AOB</u></p> <p>There was no other business raised for discussion.</p> |
| | <p><u>Actions</u></p> <ul style="list-style-type: none"> • HS2 Ltd to review the Terms of Reference and the attendees of future meetings with the Highways Subgroup • If a virtual meeting is the option for future meetings, consider using the chat function within MS Teams |