

**THE PLANNING ACT 2008**

**M4 (JUNCTIONS 3 TO 12) (SMART MOTORWAY) DEVELOPMENT CONSENT  
ORDER APPLICATION**

**TR010019**

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**Issue Specific Hearing - Environment**

**Appendix I - Technical Note on Discussions with  
Wokingham Borough Council**

**Deadline IV - 26 November 2015**

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## Environment – Noise and Vibration Hearing Action

### **Provide details of discussions held to date with Wokingham Borough Council**

- 1.1 Highways England has engaged with Wokingham Borough Council ("WBC") as a statutory stakeholder regarding relevant aspects of the M4 J3-12 Smart Motorway Scheme (the "Scheme").
- 1.2 A summary of key meetings, workshops and consultation undertaken between (1) Highways England and (2) Wokingham Borough Council can be found in the two tables below. For convenience Table 1 covers engagement up to the submission of the application on 30 March 2015 and
- 1.3
- 1.4 Table 2 covers engagement after the submission of the application.
- 1.5 As engagement is on-going,
- 1.6
- 1.7 Table 2 records communication up to and including 23<sup>rd</sup> November 2015.

**Table 1: Pre application engagement**

<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
10 March 2014	Invitation to attend a Preview Public Information Exhibition, to be held on 18 March 2014	Invitation to a Preview Public Information Exhibition as part of initial stakeholder engagement and information exercise
18 March 2014	Preview Public Information Exhibition	Representative from Wokingham Borough Council attended
19 March 2014	Email from Wokingham Borough Council to Highways Agency	Suggestion that Highways Agency attend a meeting with local businesses to highlight the Scheme proposals. Alternatively a council representative can discuss the Scheme with local businesses
15 May 2014	Meeting with Berkshire Strategic Transport Forum, with a representative from Wokingham Borough Council	Meeting to provide an update on the progress of the Scheme, consultation activity undertaken and ongoing assessment work. Provision of information on the DCO process, Statement of Community Consultation

		and request to respective local authority representatives, potential stakeholders, exhibition venues, timings and other issues
16 May 2014	Email from Highways Agency following meeting of 15 May 2014	Provision of draft distribution list for consultation for local authority review, request for suggestions of future exhibition venues, diversity officer contact details, community newsletters, parish/town councils and major landowners
25 June 2014	Traffic Modelling Workshop and Scheme Presentation organised in conjunction with Thames Valley Berkshire Local Enterprise Partnership	Information meeting to provide Berkshire authorities traffic representatives with an overview of the Scheme and the traffic modelling
9 July 2014	Letter from Highways Agency requesting suitable dates for a pre-application notification meeting to discuss the Scheme proposals	Request for suitable dates when Highways Agency could meet with Wokingham Borough Council during July and August 2014 to discuss the Scheme proposals and the local planning authorities involvement in the DCO process
10 July 2014	Email from Wokingham Borough Council (via Berkshire Strategic Transport Forum) in response to email dated 16 May 2014	Offer to assist in checking distribution list for consultation
8 August 2014	Invitation to attend an Environmental Information Workshop – Scoping (1), to be held on 20 August 2014	Invitation to an information meeting to discuss the EIA Scoping Report
14 August 2014	Letter from Highways Agency requesting completion of land interest questionnaire	Questionnaire to obtain land details of interested parties who may be affected by the works. Return request date of 3 September 2014
20 August 2014	Environmental Information Workshop – Scoping (1)	Did not attend
1 September 2014	Invitation to attend an Environmental Information Workshop – Scoping (2), to be held on 12 September 2014	Invitation to an information meeting to discuss the EIA Scoping Report
12 September	Environmental Information	Representative from West Berkshire

2014	Workshop – Scoping (2)	District Council attended
3 October 2014	Formal Issue of Draft Statement of Community Consultation for review under Section 47 of the Planning Act 2008	Formal consultation on Draft Statement of Community Consultation. No response received
23 October 2014	Letter from Highways Agency requesting completion of land ownership confirmation questionnaire	Questionnaire to obtain confirmation that the details previously provided regarding the Scheme are still valid and to offer the opportunity to provide any updates
10 November 2014	Planning Act 2008 Section 47 Notification Letter	Details of the pre-application consultation to be held between 10 November and 21 December 2014
10 November 2014	Planning Act 2008 Section 42: Notice of statutory Pre-application consultation period	Notification of the formal pre-application consultation between 10 November and 21 December 2014 about the Scheme in accordance with Section 42 of the Planning Act 2008. Delivery of the Preliminary Environmental Information Report and Non-Technical Summary
19 November 2014	Response from Wokingham Borough Council letter dated 23 October 2014 (request for land ownership confirmation questionnaire)	Completed questionnaire received
20 November 2014	Email query from Highways Agency regarding the land confirmation schedules received 19 November 2014	Queries in regards to two separate parcels of land
27 November 2014	Email response from Wokingham Borough Council to email dated 20 November 2014 (regarding land interest)	Further land interest details provided
3 December 2014	Letter requesting information on cumulative developments	Request for details on relevant developments and planning history of the land within 1km of the Scheme
9 December 2014	Email to Wokingham Borough Council regarding land interests	Confirmation sought on all local plan allocated sites within 1km of the Scheme in the Borough. Also requested local plan proposed sites within 1km of the Scheme
12 December 2014	Email query from Highways Agency to Wokingham Borough Council	Requesting clarification of allocated site areas

12 December 2014	Email response from Wokingham Borough Council to email dated 12 December 2014 regarding clarification of allocated site areas	Provision of alternative link
16 December 2014	Planning Act 2008 Section 42 Consultation Response	Consultation response via online questionnaire raising concerns relating to noise and air quality
19 December 2014	Email response from Wokingham Borough Council to email dated 9 December 2014	Detailed response received containing links to Local Plan and allocated sites
19 December 2014	Planning Act 2008 Section 42 Consultation Response	Supports the objectives and principles of the proposed smart motorway scheme. Concerns on driver stress and impacts to residents in terms of noise and air quality
29 December 2014	Letter from Highways Agency to Wokingham Borough Council regarding the Planning Act 2008 Section 42 Consultation Response	All comments will be recorded and carefully considered by the project team, and will be taken into account in developing the scheme proposals
6 January 2015	Invitation to attend an Environmental Information Workshop – Preliminary Environmental Information Report, to be held on 20 January 2015	Invitation to an information meeting to discuss the Preliminary Environmental Information Report
9 January 2015	Email response from Highways Agency to email dated 19 December 2014	Additional queries relating to results and information provided
12 January 2015	Email response from Wokingham Borough Council to email dated 9 January 2015	Provision of additional information
19 January 2015	Written response from Wokingham Borough Council to letter dated 3 December 2014 regarding request for cumulative development information	List compiled of all developments within 1km of the Scheme
20 January 2015	Environmental Information Workshop – Preliminary Environmental Information Report	Representative from West Berkshire District Council attended on behalf of Wokingham Borough Council

11 February 2015	Email requesting confirmation on viewpoints proposed for the ES	Clarification requested that the viewpoints selected for the Preliminary Environmental Information Report are acceptable, and therefore can be used for the purposes of the ES. No response received
11 February 2015	Email from Wokingham Borough Council to Highways Agency	Query from local MP who was informed noise barriers would be installed along the stretch of M4 which runs through Wokingham. Request to see specific plans of this which can be shared with their members. Also confirmation on the use of low noise surfacing along the Scheme
22 February 2015	Email from Wokingham Borough Council to Highways Agency	Letter from Wokingham Borough Council dated 20 February 2015 attached to email. Requested clarification on the use of noise mitigation (what, where and how). Requested assurance that all opportunities to improve noise mitigation are taken as part of this project regardless of whether it falls within the statutory requirement to do so
25 February 2015	Letter from Highways Agency requesting confirmation of Interests	Request for confirmation that the information on Wokingham Borough Council held by Highways Agency was correct at the time of writing as outlined in the Book of Reference. Request for confirmation of information by 6 March 2015
6 March 2015	Email response from Wokingham Borough Council containing confirmation of Interest completed questionnaires	Spreadsheet with relevant information attached
6 March 2015	Email request from Highways Agency to Wokingham Borough Council	Requesting GIS shapefile of Wokingham Borough Council's land ownership
9 March 2015	Email response from Wokingham Borough Council to email dated 6 March 2015	Provision of requested GIS boundary data
15 March 2015	Email response from Highway Agency to email dated 11 February 2015 and 22	Locations of noise barriers shown on attached drawings and details of low noise surfacing provided

	February 2015	
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**Table 2: Post application engagement**

<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
9 April 2015	Email from Wokingham Borough Council to Highways England	Confirming that Highways England has complied with the duties to consult with the local community in regards to Sections 42, 47 and 48 of the Planning Act 2008
6 May 2015	Letter from Highways England to Wokingham Borough Council	Provision of link to Consultation Report
19 May 2015	Email response from Streetworks Team at Wokingham Borough Council to email dated 19 May 2015	Further email to be provided once details obtained from developers of the Park and Ride at Mere oak
22 May 2015	Email request from Highways England for Statement of Common Ground (“SoCG”) meeting dates	Requested availability for a number of potential meeting dates in June 2015 to discuss the draft SoCG
26 May 2015	Email from Wokingham Borough Council in response to email dated 22 May 2015	Confirmation that Wokingham Town Council does not require a meeting and Wokingham Borough Council will also represent Wokingham Town Council
27 May 2015	Email from Highways England providing preview of Section 56 notice template to landowners	Copy of the Section 56 letter sent to the relevant local planning authorities for information and advising where application documents are available for inspection
28 May 2015	Section 56 notice of acceptance of an application for a Development Consent Order	Copy of the Section 56 letter sent to the relevant local planning authorities for information
1 June 2015	Email from Wokingham Borough Council regarding SoCG meeting	Wokingham Borough Council requesting clarification of the SoCG meeting location
2 June 2015	Email exchange between	Highways England confirmed the SoCG

<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
	Wokingham Borough Council and Highways England regarding location of the SoCG meeting	meeting would be at Wokingham Borough Council's offices. Wokingham Borough Council confirmed potential dates available for SoCG meeting.
5 June 2015	Email exchange between Wokingham Borough Council and Highways England regarding SoCG meeting	Potential date for SoCG meeting
8 June 2015	Letter from Highways England regarding freehold land interests	Requesting confirmation whether Wokingham Borough Council is willing to enter into negotiating terms relating to the purchase of land
8 June 2015	Email from Highways England regarding SoCG meeting	Potential date for SoCG meeting
9 June 2015	Email from Wokingham Borough Council regarding SoCG meeting	Agreed date and location for the SoCG meeting
23 June 2015	Agenda for SoCG meeting issued by Highways England to Wokingham Town Council and Wokingham Borough Council	Agenda for SoCG meeting
29 June 2015	SoCG meeting between Highways England, Wokingham Borough Council and Wokingham Town Council	Construction programme and phasing concerns
1 July 2015	Email from Wokingham Borough Council to Highways England	Requested timescale for completion of the SoCG
27 July 2015	Email from Highways England to Wokingham Town Council and Wokingham Borough Council	Minutes of SoCG meeting held on 29 June 2015, together with Traffic Model Forecasting Report
29 July 2015	Repeat letter from Highways England regarding property	Requesting confirmation whether Wokingham Borough Council is willing to enter into negotiating terms relating to the purchase of



<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
	negotiation	land
11 August 2015	Email exchange between Wokingham Borough Council and Highways England regarding SoCG meeting	Wokingham Borough Council requested update on draft SoCG progress and sight of SoCG meeting minutes. Highways England confirmed the minutes were issued on 27 July 2015 and gave update on SoCG drafting
12 August 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council thanked Highways England for the update and provided a distribution list for the draft SoCG to be issued to
13 September 2015	Email from Highways England to Wokingham Borough Council	Issued draft SoCG to Wokingham Borough Council distribution list
14 September 2015	Email from Wokingham Borough Council to Highways England	Confirmed receipt of draft SoCG
15 September 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council will endeavour to return initial comments by 28 September 2015
18 September 2015	Email from Highways England to Wokingham Borough Council	Highways England provided a draft copy of the response to Written Question 4.6.3 relating to Air Quality in Wokingham Borough
23 September 2015	Email from Highways England to Wokingham Borough Council following up telephone discussion regarding air quality	Highways England provided information on 1) air quality receptors considered in the operational and construction assessment; and 2) why there won't be specific additional mitigation for the operation phase
23 September 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council requested information on the Public Rights of Way affected by the scheme
23 September 2015	Email from Highways England to Wokingham Borough Council	Highways England response that no Public Rights of Way within Wokingham Borough are directly affected by the scheme
23 September 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council requested additional copy of the Traffic Model Forecast Report
23 September 2015	Email from Highways England to Wokingham Borough Council	Highways England provided a copy of the Traffic Model Forecast Report (originally issued 27 May 2015 with the SoCG meeting minutes)

<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
24 September 2015	Email from Highways England to Wokingham Borough Council following up further telephone discussion regarding air quality	Highways England provided information on 1) NO2 concentrations, 2) areas with air quality improvements, 3) the location of Construction Compound 4
25 September 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council forwarded comments from Berkshire Archaeology regarding surveys at compound sites
30 September 2015	Email from Highways England to Wokingham Borough Council	Following up further telephone discussion regarding air quality
1 October 2015	Telephone call discussion between Highways England and Wokingham Borough Council	Discussion regarding outstanding issues in the draft SoCG
1 October 2015	Email from Wokingham Borough Council to Highways England	Confirmation that air quality issues raised had now been addressed and air quality section of SoCG can be redrafted accordingly
1 October 2015	Email from Highways England to Wokingham Borough Council	Highways England provided amended text for the revised SoCG air quality section
1 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided comments on noise section in the draft SoCG
1 October 2015	Email from Highways England to Wokingham Borough Council	Highways England provided amended text for the revised SoCG noise section
2 October 2015	Email from Highways England to Wokingham Borough Council	Highways England provided response to Berkshire Archaeology note dated 25 September 2015 giving more information on compound area use and concluding that a watching brief is proportionate
5 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided comments on flood risk and drainage section in the draft SoCG
6 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided comments on transport and highways section in the draft SoCG
6 September	Email from Wokingham Borough Council to	Wokingham Borough Council forwarded comments from Berkshire Archaeology

<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
2015	Highways England	regarding still wishing to have surveys at compound sites
6 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided comments on tree and landscape section in the draft SoCG
6 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided comments on transport and highways section in the draft SoCG
6 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council forwarded comments from Berkshire Archaeology responding to Highways England's email 2 October 2015
7 October 2015	Email from Highways England to Wokingham Borough Council	Highways England proposed a meeting to be held with Wokingham Borough Council and Berkshire Archaeology to discuss outstanding matters not agreed
8 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council and Berkshire Archaeology confirmed they are keen to attend a meeting between archaeology specialists
8 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided an additional comment on tree and landscape section in the draft SoCG
8 October 2015	Telephone discussion between Highways England and Wokingham Borough Council followed up with emails	Agreed there was insufficient time remaining to amend, review and sign the SoCG. Agreed to continue working on the SoCG after PINS Deadline II
12 October 2015	Email discussion between Highways England and Wokingham Borough Council	Highways England sought and gained clarification concerning the comments provided on the flood risk and drainage section in the draft SoCG
13 October 2015	Email discussion between Highways England and Wokingham Borough Council	Agreed that meeting between Highways England, Wokingham Borough Council and Berkshire Archaeology will be held on 21 October 2015
16 October 2015	Email from Highways England to Wokingham Borough Council	Issue of revised interim draft SoCG incorporating amendments to the following sections: air quality; noise; tree and landscape; flood risk and drainage; and archaeology. Highways England response required to comments provided on transport and

<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
		highways. Wokingham Borough Council comments required on ecology
19 October 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided additional comments on ecology sections in the draft SoCG
21 October 2015	Meeting between Highways England, Wokingham Borough Council and Berkshire Archaeology	Meeting held to discuss archaeological matters
23 October 2015	Emails from Wokingham Borough Council to Highways England	Confirming status of remaining matters not agreed and requesting a progress update from Highways England
3 November 2015	Emails from Wokingham Borough Council to Highways England	Confirming status of remaining matters not agreed and requesting a progress update from Highways England
4 November 2015	Email discussion between Highways England and Wokingham Borough Council	Wokingham Borough Council provided additional comments on ecology sections in the draft SoCG
5 November 2015	Email discussion between Highways England and Wokingham Borough Council	Highways England provided a revised copy of the SoCG and a detailed response to the traffic modelling questions raised 6 October 2015
6 November 2015	Email from Wokingham Borough Council to Highways England	Proposed amendment to text in archaeology section of SoCG following meeting held 21 October 2015
10 November 2015	Email from Highways England to Wokingham Borough Council	Confirmation that proposed amendment to text in archaeology section of SoCG was acceptable
13 November 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council identified that a 'matter not agreed' covering traffic modelling (local network improvements) would be required and proposed text would be provided
13 November 2015	Email from Highways England to Wokingham Borough Council	Highways England provided a revised copy of the SoCG including the amended archaeological text
13 November 2015	Email from Wokingham Borough Council to Highways England	Wokingham Borough Council provided proposed text for the 'matter not agreed' covering traffic modelling
17 November	Email from Wokingham	Wokingham Borough Council advised that,

<b>Date</b>	<b>Form of Contact</b>	<b>Summary</b>
2015	Borough Council to Highways England	subject to the inclusion of the provided traffic modelling text, the SoCG is acceptable
19 November 2015	Email from Highways England to Wokingham Borough Council	Highways England provided a revised copy of the SoCG including additional traffic modelling text
23 November 2015	Email from Wokingham Borough Council to Highways England	Expressing concern over exclusion of some planned future WBC schemes from Highway England's traffic model. Requests additional forecast data to 2037