

Hemel Garden Communities (HGC) Delivery Board Minutes

29th February 2024, 14.00 - 15:00

Location: Conference Room 1, The Forum, DBC

Attendees	Bob Lane OBE (Chairman)	Hemel Garden Communities
	Councillor Ron Tindall	Dacorum Borough Council
	Councillor Sheron Wilkie	Dacorum Borough Council
	Councillor Stephen Boulton	Hertfordshire County Council
	Councillor Helen Campbell	St Albans City & District Council
	James Doe	Dacorum Borough Council
	Sara Whelan	Dacorum Borough Council
	Amanda Foley	St Albans City & District Council
	Chris Traill	St Albans City & District Council
	Colin Haigh	Hertfordshire County Council
	Fionnuala Lennon	Homes England
	Neil Iredale	Homes England
	Adam Wood	Hertfordshire LEP / Herts IQ
	Phillipa Zieba	Hemel Garden Communities
	Nathalie Bateman	Hemel Garden Communities
	Laurence King	Hemel Garden Communities
	Issy Spence	St Albans City & District Council/ Hemel Garden Communities
	Jonathan Wellstead	Hertfordshire County Council/ Hemel Garden Communities
	Selma Hooley	Dacorum Borough Council/Hemel Garden Communities
Apologies	Councillor Chris White	St Albans City & District Council
	Mark Doran	Hertfordshire County Council
	Sarah McLaughlin	Hertfordshire County Council

Attachments

- Item 2 – Draft HGC Delivery Board Minutes 14th December 2023
- Item 3 – HGC Programme Director's Update Report
- Item 4 – Appendices
 - Appendix A: Programme Plan Timeline
 - Appendix B: Risk Register
 - Appendix C: Transport Vision & Strategy Summary Document
 - Appendix D: Engagement & Activity Plan
 - Appendix E: Team Structure
 - Appendix F: Procurement Plan

Item	
1.	<p>Welcome and apologies</p> <p>The Chairman noted apologies had been received from Councillor White; Mark Doran; and, Sarah McLaughlin. Councillor Helen Campbell was welcomed to the meeting. Councillor Campbell will be deputising for Councillor White.</p>
2.	<p>Previous minutes sign off – 14th December 2023</p> <p>The minutes of the HGC Delivery Board, December 2023, were agreed.</p>
3.	<p>Programme Director's Update</p> <p>The Programme timeline has been updated since the December Board to include three additional workstreams, funded by the confirmed Homes England bid:</p> <ul style="list-style-type: none"> • The HGC Strategic Design Code; • Land Assembly Strategy; and, • Stewardship principles. <p>Discussions with The Crown Estate have been ongoing to support their investment decision around HGC, which is targeted to be reported to their Investment Committee on either 4th or 18th April (the latter is more likely). These include the aspiration for a Memorandum of Understanding, but also commitment to a Planning Performance Agreement (PPA). Initial work on the PPA relates to agreeing an initial approach. Some consultancy support is being commissioned to support this process.</p> <p>An initial meeting has been held with TCE and DLA, their planning advisor and a follow up is scheduled for 22nd March. TCE continue to monitor the Local Plans progress and are working through their professional team appointments.</p> <p>The Local Plans are continuing to progress with the support of HGC on providing various evidence based workstreams. A helpful discussion was recently held with Chief Officers which confirmed that technical evidence would be approved via the respective local plan processes and did not require the formal sign-off of the HGC Board, but the HGC Team will continue to provide updates on other workstreams that will provide specific policy hooks and aim to ensure that the qualitative output and delivery of the aims and ambitions of the Framework Plan and these will be brought together through a Supplementary Planning Document (SPD) in due course. Production of the SPD will follow the Regulation 19s evidence and will ultimately be submitted alongside the Local Plans.</p> <p>Key workstreams around the Framework Plan (Revision D), taking on board the outputs of the Landscape Assessment; Transport modelling (COMET and Paramics); and the recent Comms and Engagement activities were highlighted. This included the upcoming Councillor Review Group and Chief Officer visit to Chelmsford Garden Community (19th March 2024).</p>

	<p>An update was provided on landowner engagement activities undertaken over the Summer / Autumn 2023 and a Landowners' forum is to be established to support and enhance landowner communication with effect from Summer 2024.</p> <p>The HGC Memorandum of Understanding was circulated for signing, following the December Delivery Board, and reflecting comments around the indemnification of employment liabilities. All signatures have been secured, with the exception of Cllr White, which will follow in due course.</p> <p>An update was provided on recruitment and the HGC risk register. Key risks to the programme were identified as any delays that might occur to the Local Plan programmes; the longer-term funding of the HGC programme; and, Local Planning Authority resourcing, specifically the ability to "resource up" in response to the PPA request.</p> <p>A Wood noted the risk register particularly in respect of a long-term funding strategy and highlighted the potential link to the stewardship strategy, in terms of the longer term programme.</p> <p>C Hamilton noted the risks highlighted around resourcing and recommended this item be taken offline for further discussion.</p> <p>Councillor Boulton asked whether the resourcing item was related to a lack of financial resource or simply identifying and procuring appropriate personnel. PZ confirmed it was the latter. There are known to be acute shortages of suitably qualified planners and the team are endeavouring to support the procurement of additional resource, both permanent Development Management resource and external consultancy.</p> <p>The Chair welcomed the Programme update.</p>
5.	<p>Transport Vision and Strategy</p> <p>The Board were presented with an update on the TV&S. In terms of next steps, the TV&S will be taken to HCC's Highway and Transport Cabinet Panel on 8th May for endorsement.</p> <p>The work was well received and the Board endorsed the level of aspiration.</p>
6.	<p>AOB</p> <p>The next meeting date is 4th June (subsequently deferred to 18th July, following the appointment of new Leaders at both DBC and SADC).</p>