



Hemel Garden Communities (HGC) Delivery Board

Minutes

2nd November 2021

Attendance	Name	Organisation
	Cllr Chris White (Chair)	St Albans City & District Council
	Cllr Jamie Day (Cllr JD)	St Albans City & District Council
	Cllr Stephen Boulton (Cllr SB)	Hertfordshire County Council
	Cllr Andrew Williams (Cllr AW)	Dacorum Borough Council
	Cllr Alan Anderson (Cllr AA)	Dacorum Borough Council
	Claire Hamilton (CH)	Dacorum Borough Council
	Mark Gaynor (MG)	Dacorum Borough Council
	Amanda Foley (AF)	St Albans City & District Council
	Tracy Harvey (TH)	St Albans City & District Council
	Colin Haigh (CH)	Hertfordshire County Council
	Sarah McLaughlin (SM)	Hertfordshire County Council
	Tina Barnard (TB)	Hertfordshire LEP
	Adam Wood (AW)	Hertfordshire LEP
	Fionnuala Lennon (FL)	Homes England
	Patsy Dell (PD)	Hertfordshire Growth Board
	Tom Dewey (TD)	Hemel Garden Communities
	Nathalie Bateman (NB)	Hemel Garden Communities
	William Marr-Heenan (WM-H)	Hemel Garden Communities
	Jamie Alderson (JA)	Hemel Garden Communities
	Laurence King (LK)	Hemel Garden Communities
	Naomi Woodstock (NW)	Hemel Garden Communities

Item		Action
1.	<p>Welcome, introductions and apologies</p> <p>Apologies were received from Paul Kitson (Homes England).</p>	
2.	<p>Previous minutes sign off</p> <p>There were no comments on the previous minutes from 30 June 2021 and they were agreed as correct record.</p>	
3.	<p>Recruitment of Independent Chair</p> <p>TD introduced the Recruitment of Independent Chair report and recommendation for endorsement. TD emphasised the benefits of an independent chair including the ability to provide continuity of approach through election cycles, maintain an independent impartial political approach to leadership and ambassador role.</p> <p>The recruitment approach and criteria is set out in section 5 of the report. The role will be paid for a 3 year term and provision is made in the programme budget.</p> <p>It was suggested that the recruitment should be kept open at this stage to ensure a broad range of candidates and board members should assist recruitment with names of potential candidates.</p>	

The board agreed the paper recommendation to endorse the process for appointment of an Independent Chair for the Hemel Garden Communities programme.

4. **Programme Director Update Report**

TD introduced the programme director update report and recommendation for noting.

TD provided an update on key elements of work as follows:

- Framework Plan engagement with HGC Councillor Visioning Group, Ward and Parish Councillors and the Dacorum Community Review Panel took place over the summer. A draft Spatial Plan is emerging and there are some issues which require resolution. Members of the Board will be briefed on the draft Spatial Plan in early 2022.
- A draft Transport Plan was received for review and a series of engagement activities will take place in December. Early public engagement prior to the purdah period on the 5 Big Moves around the Transport Plan which will be followed by more detailed engagement following the elections.
- The team are engaging with partners on moving solar bulk buy proposals forward.
- The Infrastructure Delivery Plan (IDP) Working Group has drafted a brief for a combined and joint Infrastructure Study that captures infrastructure requirements for the growth areas but works in alignment with studies being undertaken by the Local Plans teams.
- The Dacorum HGC Lead Officer post is vacant and recruitment will be carried out shortly. The Programme Director recruitment is underway.
- A Planning Performance Agreement (PPA) for Land East of Hemel Hempstead is expected to commence in 2022. Allied to that is a Memorandum of Understanding (MoU) with The Crown Estate (TCE) which is under negotiation.

Framework Plan Update

NB presented the emerging first draft of the Framework Plan Spatial Plan and some of the key issues.

- The transport and connectivity issues reflect the need to create one place which is fully integrated with the existing town. The issues highlight the need for an approach to sustainable modal shift and a variety of connections to the heart of the town and wider routes to St Albans and wider areas.
- The spatial plan highlights infrastructure and development issues. David Lock Associates (DLA) have been asked to identify a Suitable Alternative Natural Greenspace (SANG) to act as an alternative to the Chiltern Beechwoods Special Area of Conservation.
- Consideration of development on the Gade Valley slopes is sensitive in terms of impact to the Gade Valley, the Area of Outstanding Natural Beauty (AONB) and views in and out of the site and needs to be considered carefully and justified accordingly in any approach.
- Secondary school provision

There was a discussion around a wider forum to input into the Framework Plan issues. A scoping paper is in circulation on the creation of a Quality Review Panel (QRP) for Hemel Garden Communities in order to aid workstream development.

	<p>HCC are working on the HERT (Mass Rapid Transit) and emerging proposals will be engaged upon. The likely route will follow the A414 to Hemel Hempstead town centre and to Hemel Hempstead railway station.</p> <p>It was noted that not all board members are planners and planning jargon should be clearly defined. The Chair asked that anything that requires explanation arrives in advance of meetings.</p> <p>TD explained the intention to give the board sight on some of the issues that officers will be working through between now and February. Those conversations need to happen in parallel with the outputs which are emerging from the Transport Plan and in a series of focused workshops.</p> <p>CH asked the team considers what we mean in terms of transformation and how the links with existing communities can be thoughtfully worked through as part of the Framework Plan.</p> <p>The board agreed that once available the Quality Review Panel paper should be circulated to Board Members for virtual sign off.</p> <p>The board noted the programme update position and key workstream activities.</p>	T Dewey
5.	<p>Emerging Engagement Strategy</p> <p>TD introduced the emerging engagement strategy report and recommendation for noting.</p> <p>WM-H explained the HGC team have been working through the engagement strategy with the HGC Communications sub-group. WM-H presented the principles, aims and objectives. The aims and objectives are defined around three themes: place, people and programme. Engagement principles include opportunity, clarity, inclusivity, transparency and flexibility. WM-H presented the emerging draft engagement timeline.</p> <p>The document should be finalised with HGC Communications sub-group and HGC Councillor Visioning Group. Following final comments the document will be updated and reported to board in early 2022.</p> <p>TD highlighted next year there will be applicant activities around engagement which is why we need this set of principles. In terms of different methods of engagement the document includes guidance notes on how to conduct different elements of consultation.</p> <p>Puttock Brown have been appointed to build a unified brand for HGC. A Working Group and Branding Panel has been formed to take that work forward.</p> <p>It was noted work or activities carried out by the partner authorities should carry HGC branding where it aligns with the programme. Including HGC branding on developer's materials will be reviewed by the HGC team as each proposal comes forward.</p> <p>The board noted the principles, aims and objectives of the draft Hemel Garden Communities Engagement Strategy and the next steps in finalising the document.</p>	

6.	<p>Finance Update</p> <p>TD introduced the finance paper and recommendations for noting. HGC has received funding from partners as expected and a Finance Working Group has been formed around operational finance and the development of a longer term Finance Strategy.</p> <p>Homes England are working with the Ministry to start this year's bidding round of capacity funding. A 3 week bidding window will commence shortly and the Homes England intend to make recommendations to the Secretary of State around January 2022 for bidding settlements for this year.</p> <p>The content of the bid will be reported to Board at its next meeting.</p> <p>TB asked if the budget and the spending review has changed anything in terms of the viability of the scheme. TD noted there are headline announcements that need review. The issue around viability comes back to costs of the scheme and part of that Finance Strategy ties back to the IDP. The IDP is informed by the Framework Plan and Transport Plan which is why it is important work moves forward in order to effectively cost items and plug funding gaps.</p> <p>The board noted the update on spend and commitments for financial year 21/22 and the steps underway to support a longer-term finance strategy.</p>	T Dewey
7.	<p>AOB</p> <p>There was no AOB.</p>	