



Hemel Garden Communities (HGC) Delivery Board

Minutes

9th February 2022

Delivery Board Attendees	Cllr Andrew Williams (Chair)	Dacorum Borough Council
	Cllr Alan Anderson	Dacorum Borough Council
	Cllr Chris White	St Albans City & District Council
	Cllr Jamie Day	St Albans City & District Council
	Cllr Stephen Boulton	Hertfordshire County Council
	Claire Hamilton	Dacorum Borough Council
	James Doe	Dacorum Borough Council
	Amanda Foley	St Albans City & District Council
	Tracy Harvey	St Albans City & District Council
	Colin Haigh	Hertfordshire County Council
	Sarah McLaughlin	Hertfordshire County Council
	Patsy Dell	Hertfordshire County Council
	Tina Barnard	Hertfordshire LEP
	Adam Wood	Hertfordshire LEP
	Fionnuala Lennon	Homes England
	Tom Dewey	Hemel Garden Communities
	Phillipa Zieba	Hemel Garden Communities
	Nathalie Bateman	Hemel Garden Communities
	William Marr-Heenan	Hemel Garden Communities
	Jamie Alderson	Hemel Garden Communities
	Katy Francis	Hemel Garden Communities
	Juliet Amoruso	Hemel Garden Communities
Invited attendees	Matthew Sampson	The Crown Estate
	Izzy Grigg	The Crown Estate
	Georgina Garland	The Crown Estate

Attachments

- Item 3 – Draft HGC Board Minutes 2nd November 2021
- Item 5 – Quality Review Panel Paper
- Item 6 – Sustainable Transport – Early Engagement Survey
- Item 7 – HGC Homes England Funding Bid Summary 2021
- Item 8 – Programme Director's Update Report

Item		Action
1.	<p>Welcome and apologies</p> <p>Apologies received from Neil Iredale (Homes England).</p>	
2.	<p>The Crown Estate Introduction</p> <p>M Sampson provided an introduction to The Crown Estates vision and ambition around net zero carbon, placemaking and thriving</p>	

	communities and long term stewardship approach. M Sampson highlighted key areas of collaboration, opportunities and risks.	
3.	<p>Previous minutes sign off</p> <p>Closing date for the Independent Chair post is 20th February. Further information around the recruitment process will be shared in due course.</p> <p>The minutes of the meeting held 2nd November 2021 were agreed.</p>	
4.	<p>Introduction to Phillipa Zieba, HGC Programme Director</p> <p>The Chair welcomed Phillipa Zieba to the HGC programme.</p>	
5.	<p>Quality Review Panel</p> <p>T Dewey introduced the paper and recommendation. Existing arrangements could be used to undertake a Quality Review Panel (QRP) of the HGC Framework Plan in March. The strategic landowners have agreed to this approach.</p> <p>HGC to provide an update at Board in April following Quality Review.</p> <p>It was noted that BRE could be involved in the QRP induction given their skills around sustainable design and environmental technologies. Additional expertise around economic development and prosperity could be considered.</p> <p>The Board endorsed the paper recommendation of the establishment of a Quality Review Panel for Hemel Garden Communities and noted the proposed first two panel reviews: the Framework Plan and the Transport Plan.</p>	HGC
6.	<p>Sustainable Transport – Early Engagement Survey</p> <p>T Dewey introduced the paper and recommendation. The survey is online based and HGC are working with UVE who will be onsite to help people complete the survey. Data be can linked to the Census to check representation from across the HGC Programme Area. Businesses will also be targeted through the partners' communications channels.</p> <p>It was suggested that the survey questions are put through a plain English review.</p> <p>The Board endorsed the approach being taken to undertake early engagement activities, through the use of a transport engagement survey.</p>	HGC

7.	<p>HGC Homes England Funding Bid 2021</p> <p>The team submitted a bid for 2021/22 capacity and capital funding on 17 December 2021. The bid comprised of a variety of capacity funding categories and capital projects across the programme.</p> <p>F Lennon thanked the team for their bid submission and noted the bids were considered by the Garden Communities Board and the recommendations have gone to the Minister for sign-off.</p> <p>The Board endorsed the key asks of the Hemel Garden Communities Funding Bid submitted to Homes England on 17th December 2021.</p>	
8.	<p>Programme Director's Update</p> <p>T Dewey summarised the programme update position and key activities.</p> <p>A stewardship position paper will be provided in April.</p> <p>The Councillor Visioning Group Terms of Reference will be considered to enable this to become a workstream focused group as the programme moves towards the delivery phase.</p> <p>The finance position and work priorities will be reviewed at the time of the next Board, once the outcome of the funding bid is announced.</p> <p>Recruitment is underway for Dacorum District Lead Officer. Communications & Engagement Officer post is vacant and an application has been made to Public Practice for this role.</p> <p>The Board noted the programme update position and key workstream activities.</p>	<p>HGC</p> <p>HGC</p>
9.	<p>The Crown Estate / HGC Memorandum of Understanding</p> <p>T Dewey provided an update on the Memorandum of Understanding and strategic alignment. A meeting is scheduled for 8th March with TCE, Leaders and Chief Executives.</p>	
10.	<p>AOB</p> <p>The Chair thanked Tom Dewey for his contributions to HGC.</p>	