

Hemel Garden Communities (HGC) Landowner/Developer Forum Sub-Group Terms of Reference

An officer and landowner/developer sub-group for steering the policy allocation through the local plan(s)/planning process, and supporting viability and deliverability of Hemel Garden Communities (HGC)

Purpose

The Terms of Reference for this sub-group forms part of the Hemel Garden Communities governance structure set out in Appendix 1. This sub-group relates to all parties involved in the Landowner/Developer Forum within the Hemel Garden Communities Programme Area – relevant HGC redline boundaries for the Programme Area, Growth Areas and North Hemel are identified in Appendix 2.

The forum will:

- Help create the basis for the long-term planning and delivery of sites identified within the HGC Programme Area.
- Enable positive and collaborative dialogue with all landowners and developers relating to the proposals in the draft Local Plans for Dacorum (DBC) and St Albans (SADC).
- Inform and contribute to a robust evidence base for supporting HGC Programme delivery and aid the delivery of the place vision in a coordinated and holistic manner.
- Help support draft placemaking policies and site allocations for the Regulation-19 Local Plans.
- Inform required infrastructure provision and phasing of delivery.
- Focus on issues of deliverability, including phasing, infrastructure requirements and viability (aligned to and consistent with related workstreams on the emerging local plans).

The forum's purpose and remit may evolve over time subject to project needs. Any such update to the terms will need to be considered and agreed by the Forum members.

The forum will seek to gather representatives of all those with an interest in any part of the land within the HGC Programme Area and relevant to the allocations. This will include developers and landowners, as well as the Councils, but at appropriate points may also be broadened out to include key and statutory stakeholders (e.g. Network Rail, Natural England, Highways England etc.).

Objectives

- a) To oversee and contribute to an appropriate development strategy for the site allocation, as part of the HGC Programme Area, informed by current/emerging best practice to provide a robust evidence base for supporting future delivery
- b) Share knowledge and best practice; provide guidance and resources, (including technical knowledge, expertise and other as required)
- c) To monitor workstream progress and mitigate key risks
- d) Assist with the ongoing development of planning policy, strategy, evidence and guidance relating to the site allocations/Programme Area as required
- e) To prepare a co-ordinated position/response to consultations and policy as part of the Reg 19 and Local Plan submission
- f) To report to the HGC Project Team/Stakeholder Steering Group/Board as appropriate
- g) To develop a robust strategy for delivery, as part of the HGC Programme Area
- h) To support future implementation of the delivery strategy.

Composition

The Chair (Phillipa Zieba/Nathalie Bateman) - a key role (for the chair) is to liaise with chairs of other HGC workstream sub-groups.

The group will comprise officer representatives from the HGC partners (Dacorum Borough Council, St Albans City & District Council, and Hertfordshire County Council) and wider, relevant stakeholders as set out below.

Forum Members (September 2024):

- Phillipa Zieba, Programme Director HGC
- Nathalie Bateman, Programme Manager, HGC
- Planning Policy lead, DBC
- Planning Policy lead, SADC
- The Crown Estate
- Kitewood
- Appin Land
- Pigeon
- Bloor Homes
- Homes England
- Hyas Associates

Other landowners/developers will be added as required and aligned with a working programme. Membership of the Landowner/Developer Forum Sub-Group group will be kept under review and it will be coordinated and administered by the HGC Programme Team.

Frequency and Format

- The Forum will meet on a regular basis – frequency to be agreed through a working programme of meeting topics

- Wherever possible, agendas, actions and papers will be distributed a minimum of 5 working days in advance of meetings
- Actions will be recorded and circulated within 10 working days following a meeting of the Forum
- All meetings will be confidential

Roles and Responsibilities

- HGC will be responsible for setting up the Forum, organising meetings, chairing, taking actions and co-ordinating working programmes for the forum etc.
- A maximum of two representatives are expected to attend from each landowner/developer.
- Each participant is expected to attend all scheduled meetings. If unavailable, to delegate a representative and inform HGC in advance.
- Forum members assigned actions in forum meetings will be responsible for completing that action and reporting to the Forum to an agreed timescale.
- Members can propose agenda items

Review

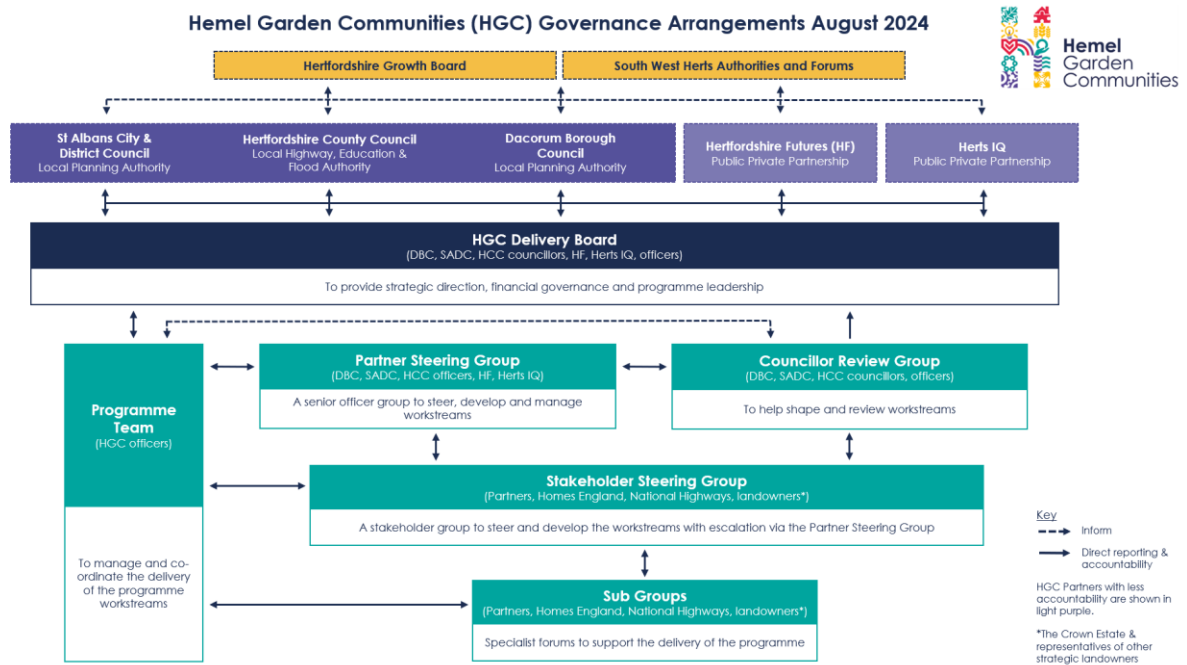
- The Terms of Reference can be reviewed and updated if required, as set out above.

Confidentiality

- Members may be given access to confidential information. In agreement to these ToR, the Members have a duty of confidentiality.
- Members will not directly or indirectly for any purpose other than their membership of the Forum disclose any confidential information to any third party except as expressly permitted; or
- Make any statement to or communicate with the media or elected members/officials in respect of confidential information or in any way publish the same, without agreement from the LPA.

Appendix 1

HGC Governance Structure:



Appendix 2

HGC Programme Area Map:

Hemel Garden Communities Programme Area

