

Hemel Garden Communities (HGC) Delivery Board Minutes

14th December 2023, 15:30-16:30

Location: Conference Room 2, 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 Chris White	St Albans City & District Council
	James Doe	Dacorum Borough Council
	Sara Whelan	Dacorum Borough Council
	Amanda Foley	St Albans City & District Council
	Christine Traill	St Albans City & District Council
	Colin Haigh	Hertfordshire County Council
	Fionnuala Lennon	Homes England
	Neil Iredale	Homes England
	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
Juliet Amoruso	Hemel Garden Communities	
Apologies	Sarah McLaughlin	Hertfordshire County Council
	Claire Hamilton	Dacorum Borough Council
	Tina Barnard	Hertfordshire LEP
	Adam Wood	Hertfordshire LEP / Herts IQ

Attachments

- Item 2 – Draft HGC Delivery Board Minutes 3rd October 2023
- Item 4 – HGC Programme Director's Update Report
- Item 4 – Appendices
 - Appendix A: Programme Plan Timeline
 - Appendix B: Risk Register
 - Appendix C: Homes England Funding Bid Summary
 - Appendix D: Engagement Activity Plan
 - Appendix E: Healthy Lifestyles Survey results
 - Appendix F: HGC Memorandum of Understanding - Employment of staff and associated costs / liabilities
 - Appendix G: Team Structure
 - Appendix H: Procurement Plan

Item	
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1.	Welcome and apologies
2.	<p>Previous minutes sign off – 3 October 2023</p> <p>The chairman requested one minor amendment under item 3 to clarify HGC colleagues did not attend the internal meeting between The Crown Estate’s Chief Executive and their project team.</p> <p>Subject to the amendment above, the previous minutes were agreed.</p>
3.	<p>The Crown Estate (TCE)</p> <p>The Board agreed it was positive hearing TCE’s presentation and it would be useful to invite them to a future meeting in due course.</p> <p>The planning application timetable did not pick up on the election cycle. TCE are procuring a professional team and once on board they will have more of an awareness of complexities and their programme.</p>
4.	<p>Programme Director’s Update</p> <p>P Zieba provided an overview of the programme timeline and key updates since the last Board.</p> <p>Homes England have awarded Hemel Garden Communities with £190k funding to help accelerate the programme. P Zieba outlined the bid asks.</p> <p>Evidence is being developed for the Framework Plan. Framework Plan Steering Group workshops have been arranged for December and January to review and optimise site capacity following the landscape assessment. Work will be re-assessed for viability before being documented as evidence for the Regulation 19 drafts.</p> <p>A draft Nickey Line Vision has been prepared and the report has been shared for internal review. The draft report will be reported to the Councillor Review Group (CRG) in January.</p> <p>The draft HGC Transport Vision and Strategy has been shared with the Transport Sub-Group for comment. Comments are being incorporated and this will also be reported to CRG in January and Board in February.</p> <p>St Albans have published minor revisions to their local plan programme for Regulation 19 but remain committed to their target adoption date. Dacorum’s Regulation 18 is now closed. The consultation received over 1,300 responses and these are currently being reviewed.</p> <p>P Zieba provided an update on completed and planned HGC comms & engagement activities including the healthy lifestyles survey, community review panel, quality review panel, site visits and workshops.</p> <p>P Zieba outlined the Herts IQ and Maylands Masterplan workstreams that are underway including the Southwest Herts Economic Study, Herts IQ Vision</p>

	<p>refresh, Maylands Masterplan + and HGC Socio-Economic and Demographic Study.</p> <p>TCE are currently procuring their professional team with a view to commence work on a planning application. Regular meetings between HGC Chief Execs, Bob Lane and TCE have been diarised. A non-binding Memorandum of Understanding (MOU) has been drafted which will be reported to Chief Officers in January.</p> <p>Through the Homes England funding bid HGC are looking to procure consultancy resource to support the development of a planning performance agreement (PPA).</p> <p>HGC's risk register has identified one red-rated risk that development of key HGC evidence required for the Local Plans, is delayed, specifically around transport interventions. Hertfordshire County Council's position has been agreed and Dacorum will now procure a specialist transport consultancy to support the Infrastructure Delivery Plan.</p> <p>Letters were sent to landowners in the Autumn and a small number of responses have been received. An initial report on land assembly and the interrelationship with the local plans is being produced.</p> <p>The HGC MOU has been updated to include wording for an additional clause to address employment liabilities. P Zieba shared the proposed wording for board to endorse and the circulation of the MOU for signing.</p> <p>A second recommendation for Board to note the requirements of the Homes England Funding Agreement and endorse HGC to proceed.</p> <p>It was suggested that an example is included to add further explanation.</p> <p>N Bateman said the procurement schedule is updated quarterly and shared with the board to understand liabilities.</p> <p>The recommendations were agreed.</p> <p>J Amoruso presented the draft Nickey Line Vision and outlined project highlights, the work to date, key themes as well as proposals and improvements. The final report will be taken to HGC Delivery Board on 29th February, following Councillor Review Group in early February.</p> <p>Action: HGC to share Nickey Line Vision presentation slides after the meeting.</p> <p>C Haigh highlighted the importance of communications and J Doe highlighted the need for the vision to align with the DBC and SADC Local Cycling and Walking Infrastructure Plans.</p>
5.	<p>Homes England Funding Bid</p> <p>The chairman thanked Homes England for the positive news around the funding grant.</p>

	FL clarified that the funding is being awarded by Homes England. The recommendations were agreed.
6.	AOB The next meeting date is Thursday 29 th February at 2.00pm.