

# Chelmsford Garden Village (CGV) Delivery Board Minutes

13 February 2020, 10am, Crompton Room, CCC Offices

## 1. Welcome and Introductions

David Green (DG), Director for Sustainable Communities, CCC  
Cllr Stephen Robinson (SR), Leader of Chelmsford City Council  
Cllr Mike Mackrory (MM), Cabinet Member for Greener Chelmsford, CCC  
Jeremy Potter (JMP), Spatial Planning Services Manager, CCC  
Gemma Nicholson (GN), Planning Policy Officer, CCC  
Amy Burbidge (AB), Senior Planning Manager, Homes England  
Graham Thomas (GT), Head of Planning, ECC  
Cllr Lesley Wagland (LW), Deputy Portfolio for Infrastructure, ECC  
Olly Buck (OB), Associate Director, Ptarmigan Land  
Andrew Taylor (AT), Director, Countryside Zest  
David Potter (DP), Director (Technical), Countryside Zest

Apologies

Nick Eveleigh, CCC, Chief Executive

## Important post-meeting note 23/3/20

It should be noted that the decisions in the minutes were made before the restrictions put in place in relation to the current Covid 19 outbreak. Therefore, future events and dates will be subject to change.

## 2. Minutes of previous meeting and actions

- Agreed and can be placed on the website
- Actions table agreed

One outstanding action from last meeting: Countryside to provide details of the junction at White Hart Lane - an update was provided that the junction has not yet been detailed so no information can be shared at this time.

## 3. Planning and Workstream Updates – Jeremy Potter

Local plan

The Inspector's fact check report has been received, CCC have a 2-week period to carry out the necessary checks. The fact check report will not be published. Anticipating final report and final Local Plan will be taken to full Council in mid-late March for adoption, although no

set date yet as a special full council will be needed. LP will be subject to a 6-week legal challenge period following adoption.

#### Community Liaison Group - Future Engagement in March

Second meeting of the CLG is to be held on 31st March. It is anticipated that this meeting will have less material on masterplan and design but focusing on infrastructure and community stewardship. ECC will be attending to provide an update on the North East Bypass and Station. This will launch ECC's engagement material on the route with a film to be presented.

AB raised that we may wish to look at other garden communities which are trying different forms of community engagement such as:

- Dacorum – Community Design Review Panel
- Brentwood – Encouraging Children and Young People in engagement activities - Birmingham University have produced a toolkit and are holding different events on site
- Olympic Bid – legacy building, how it focused on those who wanted to be at the Olympics early on and engaged them throughout the process

It was discussed that using the school links with Beaulieu Park and other local schools in the area would be useful to help engage children and young people. Potential for a Youth Panel for Beaulieu, comprising 13/14 years old. Could it be linked into the Skills Festival – school careers opportunities, how to ensure academic skills are linked with future job opportunities e.g. implementation of maths within the construction industry.

Terms of Reference – important to engage with people who do not yet have a house or those who will or likely want to live in the garden community in future. Discussion on whether to have a representative for registered housing providers on the CLG group.

#### Actions

- **Delivery Board Members to speak to registered providers to see if there are any group representatives that can attend the CLG, JP to contact RPs held on CCC lists, OB to contact Home Group, AT/DP to contact L&Q.**
- **Amend TORs to include representative of RP Groups to allow attendance at CLG**

#### Planning Performance Agreement (PPA)

Still outstanding as discussions are ongoing. AT noted that the agreement of the PPA is associated with the progress of the DFD as it is difficult to quantify resources without the agreed scope of the DFD. ECC would need to backfill posts to allow resources for the garden community. It is hoped that the PPA would be agreed by the next Delivery Board.

#### **4. Development Framework Document (DFD) Scope Update – Andrew Taylor/Olly Buck**

Presentation was given by OB and AT, which outlined:

- Developing a DFD – more in depth than the normal masterplan process, it will provide strategic and place-making principles to guide future more detailed masterplans and work undertaken as planning application come forward. The DFD will provide an indicative spatial framework ‘a framework masterplan’.
- The DFD will establish a vision and aspirations
- The DFD will be a document to refer back to ensure that development is delivering on what it set out to do – building the foundations
- Scope – high level chapter headings were outlined which DFD is expected to cover. Some chapters will have more detail than others due to the level of information available
- Long term management and climate change are key aspects of the scope
- Infrastructure Development Plan (IDP) will hold more detailed information about phasing and delivery
- Other example DFDs were shown
- The scope of the DFD should allow the development to respond to changing circumstances as it progresses e.g. changes in technology
- DFD is not a DPD or SPD, it will be subject to public consultation and approved by the Council. The Local Plan policy does include the need for masterplan to be approved. A ‘Masterplan Procedure’ has been approved by the Council which outlines the process to follow to have an approved masterplan.

Outstanding action from Steering Group meeting for CCC to provide comments to Consortium by the end of the month.

#### Discussion

It was noted that the DFD needs to be flexible enough to deal with uncertainty given the long timescale but detailed enough to provide a clear agreed framework and certainty for all parties.

Vision is key to underpin the DFD. Ownership of vision is needed between all parties.

Community Stewardship – long-term place-keeping not just place-making at the time of delivery is also a key aspect for the site. It should cover wider stewardship aspects and not just open space. Legal structures and long-term management will need to be in place i.e. reviewing whether service and management charges or other preferred models are suitable. Discussion on the different models, such as Management Companies, Charity Trusts and Community Interest Companies. Homes England will be hosting workshop for CCC to look at this subject in more detail. AT stated that the evidence supporting the Local Plan allocation demonstrated that stewardship was proposed to be delivered under The Land Trust model in a similar way to Beaulieu. Any deviation from that would involve a reassessment of the financial appraisal. JP replied stating that the new Planning Obligations SPD to be consulted on soon, states that the starting point is for the Council to adopt new open space, although a not for profit charitable/community interest approach could be possible.

It was also noted that the integration of Beaulieu and Channels with the new development at NE Chelmsford - can some of these objectives be integrated within the existing permitted development as it is built out to ensure that development parcels continue to be linked as a ‘whole’ place.

## 5. Garden Communities Programme

- Homes England Update – Amy Burbidge
- Priorities for spend of grant funding
- Future Garden Communities Bid

A Homes England Garden Communities Inception event took place in January which CCC attended. Information was shared from other garden communities already within the programme. These will be regular events taking place throughout the year.

Garden Communities Funding - No date provided for this years' funding bids. Last year it opened in June for submissions, with a short window for response (6-8wks). As a place already on the programme we will need to show how the previous funding has been spent or allocated and provide a clear proposal for what we would like supported by future funding. A spending stream summary was issued with the agenda of this meeting. Funding does link with the PPA which could fund other work streams. It was noted that masterplanning aspects at CCC are well resourced, but more resources and support is needed for the infrastructure aspects. More resources would also be welcome for innovation ideas.

Discussion on the difference in funding between villages and garden towns. 10,000 dwellings is the threshold for a garden town. Carlisle is an example that have moved from village status to town. They were able to demonstrate this to Homes England. AB to provide what evidence would be needed.

### Actions

- **CCC (JP) and ECC (GT) to liaise about future grant funding.**
- **Homes England (AB) to provide information about how village could become a town, what evidence is needed.**

## 6. Infrastructure Delivery Update

Presentation was given by David Potter on Strategic Highway Infrastructure, this outlined:

- 2020 - RDR Stages 1 & 2 – open as of 2020
- 2021 - RDR Stage 3 & Boreham Interchange – anticipated start on-site May 2020 for Roundabout 6, detailed design for bridge structure is with Highways England – starts building September 2020, Boreham Interchange improvements is led by ECC Highways. End of 2021 (September) all infrastructure should be complete and RDR opened. Planning Application for Bypass submitted.
- 2022 – White Hart Lane traffic calming measures complete and Phase 2 Bus Strategy commences – continuing to work with FirstBus, current bus demand is high with 97% capacity at peak flows. There has been 47% take up from development including weekends. Working in tandem with the Park and Ride, Technology with FirstBus with App has helped improved the service. Off-site highways works are currently taking place to provide a new bus lane all the way from university to Beaulieu. First Bus review due to take place in April. First Bus

would like to be involved in masterplanning process to help with design of routes and bus stop placement. Electric charging infrastructure for bus services will also need to be looked at.

- 2023 – construction start for the Station and NE Bypass (phase 1) commences
- 2024 – Bypass Phase 1 opens and Essex Regiment Way Bus Improvements start
- 2025 – Station construction is complete, downgrading on White Hart Lane
- 2026 – June 2026 for station commissioning, post-2026 - RDR2 is open and Highways England A12 widening
- Phasing of the new development was also outlined. Some land is subject to mineral extraction and restoration.

ECC are designing the White Hart Lane Traffic Calming measures. CCC are keen to see any documents as this related to S106 and place-making for White Hart Lane, not just a highways solution.

Electric Bus Fund – CCC to engage with Homes England through the Garden Communities programme as brokerage role as links with DfT and Network Rail. ECC and CCC to liaise on this issue.

New train station is a key aspect of the new garden community, there is no other garden community with a funded new train station. However, it will be important to get the connectivity and sustainable transport infrastructure to support people to access the station, for example buses and cycle path. Need to provide choice to community early on in the delivery of the development. Trends and behavioural changes are taking place, such as working patterns, with more people working from home, therefore other infrastructure such as superfast broadband is key. It is easier for a new place to establish behaviour change.

Actions

- **CCC to update and circulate infrastructure table**

## 7. Any other business

Future agenda items:

- Presentation of agreed DFD scope
- Agreed PPA
- LP Adoption
- Additional Bids for future funding

## 8. Date of next meeting

9 June 2020