

Chelmsford Garden Village (CGV) Delivery Board Minutes

10am 14 October 2020, MS Teams

1. Welcome and Introductions

Cllr Stephen Robinson (SR), Leader of Chelmsford City Council
Cllr Mike Mackrory (MM), Cabinet Member for Sustainable Development, CCC
David Green (DG), Director for Sustainable Communities, CCC
Jeremy Potter (JMP), Spatial Planning Services Manager, CCC
Claire Stuckey (CS), Principal Planning Officer, CCC
Gemma Nicholson (GN), Planning Policy Officer, CCC
Graham Thomas (GT), Head of Planning, ECC
Neil Iredale (NI), Partnership and Business Development Manager, Homes England
Andrew Taylor (AT), Group Planning Director, Countryside Zest
Rosa Etherington (RE), Associate Director (Planning), Countryside Zest
David Potter (DP), Director (Technical), Countryside Zest
Olly Buck (OB), Director, Ptarmigan Land

Apologies

Nick Eveleigh, Chief Executive, CCC
Cllr Lesley Wagland, ECC
Iain MacPherson, Hanson

2. Minutes of previous meeting and actions

9.6.20 – minutes agreed and to be placed on the website.

List of actions was updated during the meeting. Any outstanding actions are included in agenda items of this meeting.

Actions

- **Delivery Board members to continue contacting Registered Providers for involvement in future engagement such as the Community Liaison Group.**

3. Project Plan

OB gave an overview of the detailed project plan. The project plan was submitted as part of the Garden Communities bid in September. This has been developed as a shared project plan between Consortium, CCC and ECC. Key timescales include:

- A series of workshops will be held to help inform the Development Framework Document (DFD) with the 1st expected to take place in early November (movement workshop)
- 1st draft of DFD expected April 2021
- Consultation period following submission in April and May 2021, with Quality Review Panel also taking place.

NI questioned whether there would be any follow up workshops as some of the topic areas are substantial so may not all be covered in one session and may need time for reflection. OB reassured that due to starting from the basis of the work undertaken in support of the LP examination in 2018, felt that it was already a 'review process' of work previously undertaken, there is a variety of themes, so of which are cross-cutting so would allow ongoing issues to be addressed. Similar stakeholders will also be attending each of the workshop which would also help the cross over between themes.

Actions

- **OB to circulate project plan**

4. Planning and Delivery Strategy

Land agreement – discussions are continuing to take place to resolve the outstanding issue. Expecting completion Oct/Nov. AT will provide an update as soon as possible.

PPA – signing of the PPA is pending the signing of the land agreement. It was noted by SR, JMP and GT the concern if the PPA is not signed by 2021 on the impact of ongoing resources.

Actions

- **AT and RE to continue following up on the land agreement and PPA.**

5. Vision

JMP and OB gave an overview of the current progress of the emerging vision. This also provided a reflection of the previous presentation given by JTP to the Delivery Board. Stage 1 which included scoping and programming of works has been completed in 2020. Stage 2 – technical work on DFD chapters will continue through late 2020 – early 2021. This current stage includes reviewing emerging vision material, formulating development objectives and design principles.

It was agreed that the:

- The vision should evolve alongside the formulation of the DFD
- The final vision will be included within the approved DFD
- Metrics and objectives should be used to ensure the delivery of the vision
- Testing of the vision will take place throughout the whole process of the development of the DFD and should be employed from the beginning as a starting point.
- It is essential that the vision is locally distinctive

JMP shared a draft metric testing framework which showed four example themes: connectivity, green and clean, healthy and inclusive and prosperous. A graphic was shown for 'accessibility' which has been used as an example to look at walking and cycling distances to key destinations as a metric. JMP suggested that the themes may need amendment to reflect core themes from JTP Vision Document.

SR – shared a view of the need to think about communal spaces outside homes which present an opportunity for useful community shared, amenity play spaces rather than having small private front garden cannot be used any great purpose. Stewardship models and the maintenance of open space was also raised. SR also outlined that an informal community governance review has just taken place and the opportunity for creating a new parish or new community council for area North of White Hart Lane was being looked at.

NI – good strong focus on delivering the vision, testing vision and evidence is clear. There is a need to get the whole community to buy-in to the vision so continue with regular engagement.

AT – the Consortium are reviewing public consultation elements to bring along the community, ensuring that we are responding to the new community. Stewardship models for the delivery of high quality and maintenance of the spaces should focus on the engagement process with the community and oversight role, rather than a management process for a relatively new organisation, such as a new parish council. In other schemes, where there has been a new parish council this 'management' role is an area where they have struggled.

RE- emphasised that streets as community spaces i.e. redesigning streets, outdoor living, multifunctional spaces are something they are looking at within the masterplan. The Land Trust could be involved in the new parish council as have experience with other new communities which span long time frames (10-15 years). The Land Trust will also be presenting to the Community Liaison Group about what the Land Trust can do with the communities, different concepts and the Consortium will also be reporting back on the vision and metrics.

OB – noted that the consortium would like to be involved in discussions for any changes within the parish set up.

DP – Stewardship model will need a clear structure and objectives/management. Adoption of roads is an issue that will need to be addressed. Addressing the point raised by SR, having public realm up to the front door is an approach often taken in Holland but is different to the approach often taken in Essex.

GT – the need to create a new parish council was also experienced at Northstowe. GT noted that it might need to be a different type of parish council if taking on stewardship aspects, such as green and blue infrastructure and community spaces. It should also be noted that those likely to move into new homes may have very different views to exiting residents so need some way to engage with new community groups too.

MM – Welcomes the work the Delivery Board members have done to date and the vision work is continuing well. This is an opportunity to provide an exemplar community so we should keep progressing with developing the emerging vision.

JMP – highlighted the infographic approach to each of the themes which is informative and deliverable. JMP also noted that the creation of a new parish council presents an opportunity to do something different whether it be a commissioning body or management body. Metrics can be used in the workshop sessions to test the vision.

SR – would like the development to be exemplar and award winning – noted that it needs to be carbon zero to achieve for example RBA awards. GT raised the new ECC Climate Change Commission which could input in this work.

Overall agreement from the Delivery Board to proceed with the development of the vision and supporting evidence base work to continue supporting the metrics.

Actions

- **JMP to share presentation slides**
- **SR to invite Rosa and Ollly to the meeting being held on 29th October with surrounding Parish Councils**

6. Evidence Base Commissions

RE gave an overview of a future commission of Arcadis. Arcadis are expected to review the vision and masterplan in terms of sustainability. They have experience in other garden communities such as Langarth in Cornwall, Northstowe, Otterpool and in part will be testing the vision, have experience on what is viable and can have a spatial input in terms of how the masterplan can be climate change resilience, flexible and adaptable, safeguarding land, advance planting and phasing. All this information will be input into the infrastructure delivery plan. Measuring and monitoring aspirations using the STAR assessment will review sustainability performance.

JMP provided an overview of CCC's evidence base:

- Employment Strategy – independent advice on appropriate locations and demand for employment space on the site and how to make best use of the land available, considering current market signals and CCC's economic ambitions. This work is complete with an additional section looking at the impact of Covid. Also considering future element of work about implications of change in Use Classes.
- Planning Strategy Advice – independent planning and legal advice to examine the Consortium's planning strategy proposals and ensure that they will secure the right planning outcomes. This strategy is complete and proposes the following elements:
 - Development Framework Document (Masterplan)
 - Infrastructure Delivery Plan (IDP)
 - InfraCo Mechanism
 - Planning Framework Agreement (PFA)
 - Outline Planning application(s) with parameter plans
 - Reserved Matters/Detailed masterplans

- Energy Mapping and Renewable and Low Carbon Energy Feasibility Study – commissioned and underway, a draft report is expected at the end of 2020.

Future commissions are expected to cover the following areas:

- Community Engagement Strategy
- Technical design work to future-proof proposed bridge
- Landscape and Wild Infrastructure
- Stewardship Study
- Continuation of Sustainable Transport
- Continuation Legal and Delivery Support

RE also outlined that a discussion will be led at the Community Liaison Group (15 October) about what uses should be in a community hub, how the spaces will be used, their location and number of hubs. Ideas were shared about the need for involving the community further, such as future presentations to schools to involve the younger generation, more interactive online virtual engagement, the possibility for a young persons design review and further work with the residents of Channels and Beaulieu about what it was like when they moved in to gain feedback.

Actions

- **RE to share with JMP detail information regarding the brief for commission of Arcadis.**

7. Infrastructure Update

Beaulieu Station Design - single option selection and development stage completed with network rail (GRIP 3) with terms and conditions being discussed. Moving to GRIP stage 4 for obtaining relevant consents will commence early 2021.

Bypass – currently in the Preliminary Design Stage with meetings taking place to identifying specific land area for application submission in 2021.

RDR/Bridge at Boreham interchange work at final stages

Bridge design - S278 agreement

Generals Lane - Coordination of works is being discussed, final technical approval and legal agreements

Channels – the village green complex outside Channels is due to open in November, also nearer completion of the stake park and path connecting to Costa/business area on Essex Regiment Way

Actions

- **Any updates to infrastructure table to be circulated**
- **GT to provide update on Pegasus Crossing over Essex Regiment Way**

8. Garden Communities Programme

Submission of the capacity fund bid was well received by Homes England. The bids will be reported to the Garden Village and Garden Town Board for moderation at the end of Oct, ministerial signed off is expected in November.

NI also outlined there is a formal process for changing from garden village to garden town status and would be happy to recommend a meeting with Fionnuala Lennon to start this process.

All to note that the Garden Communities events have been moved online.

Homes England have announced new funding programmes – the Affordable Housing Programme and funding for SMEs – can contact Neil if wish to explore these further.

<https://www.gov.uk/guidance/apply-for-affordable-housing-funding>

Actions

- **NI to organise a meeting regarding the process of changing status.**

9. Any other Business

Zero-Carbon Demonstrator – related to the Essex climate change commissions, CCC are developing a brief to put forward for interested developers to be a demonstrator site. Homes England would be interested in supporting this through the Garden community. A key issue will be understanding additional cost and testing early on. Further information to be shared.

GC Branding – updated branding needed following the Local Plan, discussions have starting to take place and JTP will be looking at this in more detail.

Project Update being reported to Chelmsford Policy Board on 15 October. This is likely to be a quarterly update. A Community newsletter was also issued in September. It was noted that future newsletter should also be issued to members of the Delivery Board. A copy of the September can be found on this link:

<https://www.chelmsford.gov.uk/resources/assets/inline/full/0/4622509.pdf>

Future agenda items: project plan, evidence base commissions and garden communities update.

Actions

10. Date and time of next meeting

February 2021 – News dates to be arranged for 2021 programme.