

# Chelmsford Garden Village (CGV) Delivery Board Minutes

10am 3 February 2021, 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  
Nick Eveleigh (NE), Chief Executive, 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  
Cllr Lesley Wagland (LW), Deputy Portfolio for Infrastructure, ECC  
Andrew Taylor (AT), Group Planning Director, Countryside Zest  
Rosa Etherington (RE), Associate Director (Planning), Countryside Zest  
Olly Buck (OB), Director, Ptarmigan Land

### Apologies

Fionnuala Lennon, Homes England  
Iain MacPherson, Hanson

## 2. Minutes of previous meeting and actions

14.10.20 and 15.1.21 - minutes agreed and to be placed on the website.

## 3. Vision Feedback and Sign-off

Agreed, no further comments.

## 4. Project Plan

RE shared the joint project plan. The project plan includes 5 main technical workshops covering:

- Movement and transport
- Blue, green and wild infrastructure
- Land use and place making
- Sustainability and energy
- Community engagement and stewardship

There is an allowance for an extra contingency workshop should it be needed.

Whilst it is expected that the workshops would not take place until end of March, there is preparation ahead of the workshops that needs to take place. JTP are planning the detail of the workshops and are investigating the interactive software (MIRO) to be used. 2 weeks ahead of the workshop an agenda will be circulated and agreed with CCC and ECC. The vision will feature in the agenda and will be cross-referenced throughout the workshops.

In early March a member briefing is expected ahead of the workshops, this will be a joint presentation with CCC. A public exhibition is also planned for halfway through the workshops.

It was noted that a QRP briefing should take place early on in the process to avoid unnecessary criticism at the end of the process. There is also a need to ensure consistency within membership of panellist throughout the whole process. CCC to raise this with Place Services. Panellists need to have the correct skills set and be involved throughout the process. Could the chair of the QRP be involved in the masterplan workshops? It will be important for the QRP to understand their role from the outset and focus on the key elements that they are being asked to review. Suggestion raised to provide a follow-up to the ToR as a brief for the QRP panel members.

Submission of draft masterplan expected in September.

IDP will be reviewed after every workshop.

Formal QRP review process will follow submission.

There will be a 21 days public consultation and member briefing following public consultation to provide an update to the outcomes of the consultation and potential changes.

Feb 2022 – final draft masterplan expected with approval from CPB & Cabinet by Spring 2022.

Project Plan is in accordance with the PPA requirements.

#### Actions

- RE to share copy of Project Plan
- All Delivery Board Documents to be placed in SharePoint site

## 5. Planning and Delivery Strategy Update

Tri-partite land agreement – landowners have asked for additional clauses which are currently being reviewed. Masterplan will aid with providing reassurance on the quality of the development.

OB – noted that Tri-Partite only affects land to the east of Domsey Lane and reassured members that Ptarmigan do have a legal agreement with their landowner in place.

PPA – subject to the signing of the tri-partite agreement. PPA has been reviewed to ensure it is still fit for purpose and ready for signing. The timing of the signing of the PPA will impact on the project plan.

## 6. HIF Update

NE had meeting with ECC, MHCLG, Homes England and DfT at the end of January, regarding the requirement for ECC to underwrite any losses from the operation of station. MHCLG and Homes England recognising the importance of the project to the area. It was agreed there would be 2 weeks to reassess and for DfT to review the clauses and meet again in 2 weeks to discuss the solutions. MHCLG and HE are supporting ECC to find acceptable solution.

HIF Recycling - Home England need to ensure the HIF is used for infrastructure and does not inflate land value and therefore require a recycling and recovery strategy, ECC/CCC are finalising this with Homes England's input.

## 7. Communication Plan & Branding

Recommendations were put to the Delivery Board for:

- The Developer Consortium to lead on branding and communication workstream
- A brief to be developed for JTP which is to be agreed through GC Steering Group with input from CCC Communication Team and Community Liaison Group
- The Delivery Board to agree final branding at next meeting
- The new brand will be launched with the first consultation workshop and associated material

These were accepted by the Delivery Board. It was agreed that an additional Delivery Board may be needed in March to sign off branding subject to draft concepts being developed.

Regular updates on infrastructure should also be included in comms plan. It was also suggested that a presentation on infrastructure be given to the Chelmsford Policy Board.

### Actions

- GN to arrange Delivery Board for signing off branding concepts

## 8. Infrastructure Update

An update is needed for the infrastructure table.

The opening of the RDR1 has slipped a year due to the General Bridge works only being able to be undertaken at Christmas and Easter, the remainder of the road is largely completed but waiting for final connection.

Junction improvements have started on Boreham Interchange and a website launched for more information: <https://www.borehamcapacityimprovements.co.uk/>

The S278 has been signed and expected closures over the Christmas and Easter breaks.

Discussions are ongoing regarding the health centre at Beaulieu.

Application for the North East Bypass is expected in April 2021 and will be reported to a planning committee in July/August.

#### Actions

- RE to provide update on the Beaulieu health centre
- CCC to update infrastructure table

## 9. Garden Communities Programme

Garden Communities capacity bid is with the minister and a decision expected in February.

## 10. Any other Business

Cllr Robinson gave an update in regard to whether a new parish council covering the garden community would be considered. CCC are undertaking a review of the governance arrangements for Chelmsford. A 12 month review period has started with an informal consultation (stage 1) is running until 18 March, inviting initial submissions on the plan. Feedback from this consultation will be considered and a formal draft proposal is expected in July 2021 with a further consultation. The final decision will be made in December at Full Council. More information is available here: <https://www.chelmsford.gov.uk/voting-and-elections/community-governance-review/>

Discussion took place about the process of naming a road such as the RDR.

#### Actions

- RE to follow up and feedback on the process of naming the RDR.

## 11. Date and time of next meeting

- Focused meeting in March (date tbc) focusing on Comms and Branding
- 9 June 2021