

Chelmsford Garden Community (CGC) Delivery Board Minutes



11am 28 July 2022, Marconi Room

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
Karen Short (KS), Principal Planning Officer, CCC
Gemma Nicholson (GN), Planning Policy Officer, CCC
Graham Thomas (GT), Head of Planning and Sustainable Development, ECC
Natalie Hayward (NH), Principal Planning Officer, ECC
Christopher Fish (CF), Principal Transport Planner, ECC
Cllr Lesley Wagland (LW), Cabinet Member for Economic Renewal, Infrastructure and Planning, ECC
Alison Jennings (AJ), Senior Partnership & Business Development Manager, Homes England
Rosa Etherington (RE), Associate Director (Planning), Countryside L&Q
Olly Buck (OB), Director, Ptarmigan Land
Jon Kenny (JK), Development Director, Strategic Land – Greycoat (Halley/Oaktree Development)

Guest Speakers for Item 6:

David Alcock (DA), Partner, Anthony Collins Solicitors
Carl Latham (CL), Trainee Solicitor, Anthony Collins Solicitors
Mark Pratchett (MP), Managing Director, MPCs
Lou Kizwini (LK), NFP Consultancy

Apologies

Andrew Taylor (AT), Group Planning Director, Countryside Zest

2. Minutes of previous meeting and actions

5.4.22 - minutes agreed and to be placed on the website.

Actions table updated. April meeting actions completed. Could members of the Delivery Board please review any outstanding actions from previous meetings.

3. New CCC Garden Community Planning Team Update

CCC has established a new Garden Community Planning Team. This will be led by Karen Short and sit within the Spatial Planning Team. The three new team members are in post and include a senior planner (William Stanley), senior urban designer (Luke Worsfold) and senior housing enabling officer (Amy Rayner).

ECC (Natalie Hayward and Christopher Fish) will support CCC in regard to resources for the outline planning applications. ECC has this resource which is partly dedicated to Chelmsford Garden Community. ECC PPA will be a key document to be sure that dedicated time can be given for the applications. More information is needed.

4. Masterplan (DFD), IDP and PFA Update

DFD and IDP were submitted for consultation in May. The consultation ran from 24 May to 21 June.

CCC is currently collating feedback from the consultation and following up on some outstanding responses. The feedback will comprise a consultation summary to summarise all the responses received to the consultation, together with a feedback note in table format following the content of the DFD, with a list of recommendations. CCC are also reviewing the IDP. An internal discussion will take place before the feedback document is released to the Consortium. The feedback is expected to be complete in August and will align responses from both CCC and ECC.

Quality Review Panel (QRP) has also taken place and the final report has been issued to the Consortium. ECC officers to be involved in future QRPs. Meeting with Karen and Natalie is to take place to discuss the QRP report.

Anticipating that the masterplan will be presented to Chelmsford Policy Board (CPB) on 3rd November.

Pre-app discussions will continue whilst the masterplan is going through the approval process.

PFA – There is an issue with one landowner being unable to sign the PFA due to FSA Regulations and risk. Landowner will sign up to S106. PFA is the legal agreement mechanism that would bind the three parcels together to deliver a comprehensive development, which will be held with the land. A note will be provided to the Council for the reasons for this issue. However, developer and other landowners can sign the agreement. Options agreements are in place to ensure land can be transferred for joint infrastructure. Solicitors for Consortium and Councils are in discussions for possible alternatives. If a new mechanism is needed, it will still need to ensure that the objectives of the PFA can still be achieved. Discussions to continue with solicitors.

Once planning permission is granted, with S106, Countryside will buy the land and therefore the obligations will move over to the developer. This will be on a phased basis as the site comes forward.

Actions

- **Consortium to provide note regarding PFA to CCC and ECC.**

5. Planning Application and Delivery Strategy Update

Pre-app kick off meetings have taken place this week. Discussions have highlighted that there is a need for each of the outline applications to work together in terms of edges/boundary treatments.

Zone 1 – Ptarmigan are seeking to submit a hybrid application with detail on designs for access junctions, main road connecting two key points, details on the pedestrian footbridge across ERW and attenuation basin. No detail for discovery park but intending to deliver at an early stage. Pre-app meeting taking place on 29.7.22 to discuss timings and consultation process. Detailed surveys have taken place.

Zone 2 – Countryside L&Q – seeking to submit an outline application setting out key processes and hybrid application including access arrangements (phase 1) – RDR1 north – left in left out and footbridge details. Targeting December for submission of applications. ES scoping has been submitted and the consultation has finished. Will be providing a schedule of pre-app discussions and include meeting with ECC Education team. A programme is to be included in PPA. Validation requirements still to be discussed.

Zone 3 – Halley Development - Baseline surveys are nearly complete. Anticipating submitting two applications. Detailed application for RDR2 to be able to deliver the connection between Wheelers Hill and CNEB early on and include primary infrastructure across the site. Expecting submission toward end of the year, consistent with Zone 2.

CCC officers are keen to ensure that for members of the public, all applications are following the masterplan approach and the delivery is seen to be a wider entity across the whole site. It is recommended joint consultation is undertaken by the Consortium.

City Council PPA proposal has been sent to Consortium. ECC to follow-up as noted above. CCC and ECC attendees reiterated the need to agree PPA quickly so resources could continue to be assigned.

SR highlighted that early infrastructure deliver is key and should be highlighted as part of the consultation. SR is also keen that the consequences for Essex Regiment Way (ERW) are reviewed – key principles must be included in the outline applications. IDP does included ERW sustainable movement corridor. High priority should also be given to the cycle link from Beaulieu/Channels through Mill Lane to Broomfield (east-west link).

Actions

- **Pre-app PPAs to be agreed by end of August**

6. Community Stewardship Consultancy

Presentation given by ACS and colleagues.

Introduction given by the team. David and Carl from ACS will focus on governance structures, history of delivering community led housing and stewardship solutions. Mark (MP Consultancy Limited) has experience of working on a range of different strategies, setting up and running social/charitable enterprise, preparing stewardship strategies, and is also working on Ebbsfleet Garden Community. Lou (NFP Consultancy Services) has a background in business planning and operational management in environmental and social regeneration and will be focusing on the cost analysis with regard to landscape management costs. There will also be input from Katy at TCPA.

In looking at the stewardship models, three phases of work are being undertaken.

Phase 1 – mapping out stewardship stakeholders, relationships and opportunities
Key opportunities and challenges have been identified. This includes varied stewardship approaches and associated commitment already at Beaulieu and Channels. Previous issues with landscape management which is being addressed and the current strategies predicated on service charge models.

Phase 2 – Option Analysis Framework - process of reviewing options and models available, also reviewing the stewardship structure themes (adoption, community management, third party). Draft stewardship assessment expected by end of August.

Phase 3 – final reporting. This will include outline business plan and financial model with the final assessment expected by end of October.

Case studies provided as part of presentation include Cambourne (Parish Council) and Chichester – Graylingwell (Hybrid Trust and Management Companies).

This is a joint piece of work with ECC and CCC.

CGC will be developed to the TCPA principles.

LW is keen that developers continue involved in the scheme to keep reputational interest. Stewardship models to be set out from the early stages rather than trying to put in at the end.

MM noted the principle of adoption and holding open spaces in perpetuity.

SR noted that shadow councillors have been appointed for the new Parish Council. First year budget is to be recommended. Elections will take place on 4 May 2023 for the 13 parish councillors.

Engagement with Homes England through the development of the HE toolkit.

Actions

- **GN to circulate a copy of presentation with the minutes of the meeting**

7. Infrastructure Update

No further updates to the table.

8. Local Plan Update

CCC are commencing a review of the adopted Local Plan. The Issues and Options document will be out on consultation from 11th August to 6th October 2022. It includes spatial approaches for new growth up to 2041, which also proposes more development at NE Chelmsford as part of the option.

There will also be more requirements in the Local Plan such biodiversity net gain to align with national requirements.

9. Garden Communities Programme – Homes England

There is a change in Secretary of State but currently on as business as usual at Homes England.

No information to update on next round of bidding currently.

10. Any other Business

RE requested that discussions are kept ongoing with the Chelmsford North East Bypass team at ECC.

SR raised that 16th November is Inward Investment Day and will be held at ARU. SR requested that any contacts that wish to get involved on the day to contact him.

11. Date and time of next meeting

- 27 September 2022 – 10am