



Chelmsford Garden Community (CGC) Delivery Board Minutes Thursday 27 November 2025, 10am, Waterhouse Room

1. Welcome and Introductions

Attendees

- Paul Brookes (PB), Director of Sustainable Communities, CCC (Chair)
- Cllr Stephen Robinson (SR), Leader of Chelmsford City Council
- Cllr Rose Moore (RM), Cabinet Member for a Greener Chelmsford, CCC
- Jeremy Potter (JP), Spatial Planning Services Manager, CCC
- Karen Short (KS), Development Manager (Garden Communities), CCC
- William Stanley (WS), Senior Planning Officer, CCC
- Julie Weight (JW), Senior Communications Manager, CCC
- Cllr Lee Scott (LS), Cabinet Member for Housing, Planning and Regeneration, ECC (Virtual)
- Graham Thomas (GT), Head of Planning and Sustainable Development, ECC
- Billy Parr (BP), Head of Network Development, ECC
- Rosa Etherington (RE), Project Director (Planning), Countryside L&Q
- Peter Dowling (PDO) Director, Ptarmigan Land
- Olivia Dickie (OD), Assistant Development Director, Ptarmigan Land
- Olly Buck (OB), Planning Director, Greycoat (Halley/Oaktree)
- Alison Jennings (AJ), Senior Partnership & Business Development Manager, Homes England

Apologies

- Nick Eveleigh (NE), Chief Executive, CCC
- Viktoria Oakley (VO), Strategic Land Director, Greycoat (Halley/Oaktree Development)

2. Minutes of Previous Meetings and Actions

3.6.25 Minutes agreed and to be uploaded

15.7.25 Extraordinary meeting- minutes agreed and to be uploaded

PB sought clarification/updates on matters included in the previous minutes, which still required resolution.

Education - GT confirmed that the education matters previously referenced had now been resolved and these would be referenced in the final ECC corporate response.

Health - KS confirmed that the final position in relation to health provision still needed to be resolved. The remaining matter concerned the lease arrangements and rental costs. An updated CGS Site Wide Healthcare Strategy would be required prior to Planning Committee. KS noted that the NHS ICB were seeking a rent-free period and a reduction in the service charge with their starting point being a five year rent free period. RE and PDO confirmed the consortium would take the matter away for discussion. KS advised that an updated consultation response from the ICB would be required ahead of committee.

Stewardship - JP confirmed that the City Council and Garden Community Council had recently met and the CGCC would provide a response on risk register by the end of December 2025. Next meeting with consortium scheduled for 12th January 2026.

Local Plan - JP informed the Board that the City Council has identified further sites to aid with meeting our increased housing numbers; these were currently subject to a consultation which was due to conclude in January.

3. Risk Register

CGC risk register circulated and shared with Board members ahead of the meeting. KS talked board members through the register.

All agreed that the register was comprehensive but would be reviewed each meeting and updated as required.

4. Homes England / DfT / ECC / National Highways Position - A12 J19 Mitigation Scheme & Roundabout 5

JP reminded the board that the financial ask was £12 million for Junction 19 (split between Homes England and DfT/National Highways) and £24 million for roundabout 5 works (split £8 million each

between the developer consortium, Homes England and ECC). ECC was also expected to be the delivery body for the works at Junction 19. Post Meeting Note: Position now revised to £20 million for A12 J19 Mitigation Scheme comprising £4 million from Homes England and £8 million from DfT and £24 million for Roundabout 5 Scheme comprising £8 million from Homes England, £8 million from the developer consortium and £8 million from ECC – all subject to internal agreements and sign off with a material amendment required to the existing HIF Grant Determination Agreement.

BP provided an update on the ECC position and confirmed to the board that ECC had agreed in principle to the delivery of the Junction 19 works and to contribute up to £8 million towards the improvements to Roundabout 5. LS confirmed that ECC would be sending a letter shortly to confirm the ECC position.

JP confirmed that Homes England had also sent a letter confirming that they had agreed to take a paper to their board in January to recommend the reallocation of the HIF funds to provide £12 million towards Junction 19 and the Roundabout 5 improvements (£4 million to J19 and £8 to roundabout 5). Post Meeting Note: Allocation now proposed as detailed above.

The remaining party, DfT and National Highways had yet to confirm their position and whether they would be able to contribute the final part of the funding. A meeting between DfT, ECC and CCC had been arranged for 2nd December where this matter would be discussed. Hopeful to receive letter of comfort from National Highways ahead of Planning Committee.

OB sought clarification on the ECC agreement. LS confirmed the principle agreement in relation to delivery and ECC's share of the funding.

RE requested plans from ECC, detailing the land required for the works to Roundabout 5. BP agreed to share these with RE. Action: BP to share land requirement plans with RE and Consortium.

OB thanked everyone for their work to date in seeking to resolve the funding and delivery matters.

PB asked BP if National Highways would be able to withdraw their holding objection following the meeting on 2nd December. BP explained that his understanding was that it was hoped that National Highways would be able to do so but noted that they still had concerns regarding delivery and they might therefore still require a Grampian condition. ECC and CCC hopeful that National Highways could agree the scheme, funding and delivery mechanism and proceed without the need for a Grampian condition.

OB and RE raised serious concerns that a Grampian condition was still being discussed as this would make the scheme undeliverable; both parties noted that the PFA contained obligations in relation to the delivery and impact on the network.

5. Progress on Planning Committee Reports

KS confirmed to the board that work to complete the committee reports was progressing well with the intention to complete by 4th December report print date.

The Board agreed that the Zones 1 and 3 and NRDR applications should be referred to Planning Committee subject to resolution of the Junction 19 matter with National Highways.

6. IDP, Viability & CIL Reinvestment

JP provided an update on this matter. CCC now in possession of the updated IDP and viability information, which included a list of those items, which would require CIL re-investment, namely some of the education contributions and the Monitor and Manage Fund penalty payments. ECC currently reviewing the position but would seek to ensure that there was sufficient funds in the pot when required; all agreed this would need to be a matter to be resolved post Planning Committee.

OB confirmed that the updated IDP narrative was expected w.co. 1st December.

JP confirmed that following discussion with the consortium, the viability position would be updated to reflect the agreed amendment to the affordable housing tenure split 70/30 in favour of affordable rented provision. CCC working towards achieving full policy compliance on Zones 1 and 3. Zone 2 would require further consideration, and discussions were progressing with Homes England.

AJ confirmed discussions ongoing, but that Homes England understood the position.

7. PFA Update

An all parties meeting was programmed for 27th November to work through the current draft PFA, with the intention to finalise post the meeting.

Final draft PFA was intended to be appended to the committee reports.

8. CGC Communications

JW informed the Board that a CGC Communications Group including all parties and the Chelmsford Garden Community Council had been set up and had held its first meeting. The role of this group would be to agree a combined communications position in relation to the Garden Community, which would tell the story to date and inform residents of the most recent updates. The plan was for the Communications Group to meet on a monthly basis. AJ asked if Homes England could be kept informed and invited to attend as appropriate.

JW confirmed that once a committee resolution had been reached, the communications group would need to agree the next communications piece. The CGC website would also need to be updated to reflect the latest position and tell the current and future story of the Garden Community.

The Board discussed the potential use of one of the buildings within Beaulieu, and subsequently CGC, to assist in promoting the story visually to residents. Further discussions on this matter to form part of discussions in the communications group meetings.

9. Project Milestones

- Beaulieu Park Station
- Beaulieu Healthcare centre
- Beaulieu Park School- Sixth Form
- Channels Day Nursery

KS noted that several key milestones within the wider CGC had been achieved; including the opening of Beaulieu Park Station in October and the Beaulieu Healthcare Centre in November. The new Channels Day Nursery had also opened in October 2025.

WS informed the Board that the Sixth Form Centre at Beaulieu Park School was at an advanced stage in construction and due to open to students following the 2026 February half term.

10. Any other business

GT noted that The Planning and Infrastructure Bill had progressed through Parliament and was expected to receive Royal Assent before Parliamentary recess.

SR set out for the consortium the latest update on LGR and Devolution. The different options for the future of local government in Essex were currently out for consultation with CCC favouring a five-Council model and ECC favouring a three-council model. The Government was expected to make a decision on which model to take forward by the end of March 2026. Noted that the Mayoral elections previously scheduled for May 2026 had been postponed but that the ECC elections were still currently expected to take place in May 2026.

11. Date of next meeting

The Board agreed that the next meeting should take place at the end of February 2026.

Chelmsford Garden Community Team

6 January 2026