

HERTFORDSHIRE INFRASTRUCTURE AND PLANNING PARTNERSHIP
Tuesday 8 December 2015

MINUTES

Present:

Cllr. M. Perkins	Welwyn Hatfield Borough Council (Chair)
Cllr. D. Ashley	Hertfordshire County Council (Vice Chair)
Cllr. L. Haysey	East Herts District Council
Cllr. D. Andrews	East Herts District Council
Cllr. G. Jones	East Herts District Council
Cllr. H. Cohen	Hertsmere Borough Council
Cllr. J. Daly	St Albans City & District Council
Cllr J. Gardner	Stevenage Borough Council
Cllr I. Sharpe	Watford Borough Council

Officers in Attendance

J. Custance	Watford Borough Council (Chair, HPG)
D. Cooper	Broxbourne Borough Council
K. Steptoe	East Herts District Council
E. Watts	East Herts District Council
J. Tiley	Hertfordshire County Council
R. Donovan	Hertfordshire County Council
J. Hancox	Hertfordshire LEP
M. Silverman	Hertsmere Borough Council
L. Symes	North Herts District Council
L. Moore	St Albans City & District Council
M. Wells	Three Rivers District Council
S. Tiley	Welwyn Hatfield Borough Council
D. Welton	Hertfordshire Planning Co-ordinator (Minutes)

Guests

Chris Lamb	Design South East
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1. APOLOGIES AND SUBSTITUTIONS

Apologies were noted from Cllr. D. Levett (North Herts) and Cllr. R. Sutton (Dacorum).

Cllr Perkins thanked Cllr Cohen and Hertsmere Borough Council for hosting the meeting.

2. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 8 October 2015 were agreed as a true record.

Jon Tiley confirmed that now the minutes had been approved they would be posted on the website, as agreed at the last meeting. They would also be circulated to the Leaders Group.

3. DESIGN SOUTH EAST

Chris Lamb of Design South East (DSE) was welcomed to the meeting. He explained that DSE started in Kent and now works across the East, South East and London. They are a charity and are independent and provide design review and support that is delivered locally. DSE broker better design between developers, planners and communities. They have a small team of six but have access, through a design panel of about a hundred, to a range of expertise. DSE offer a range of services including design review; working with authorities to help them set up their own review arrangements; providing design advice to officers; brokering dialogue with communities; and offering training. Chris Lamb also outlined a series of examples of work undertaken.

In discussion Cllr Ashley asked if the review went in to detail such as build quality and interior design. In reply Chris Lamb said that they did not have a fixed agenda and indeed had expertise on housing layouts within their panel. Cllr Perkins asked about dealing with Green Belt issues and it was confirmed that DSE had relevant experience relating to engaging with communities and development in the green belt.

Cllr Haysey asked about viability and Mr. Lamb stated that although they do not carry out viability assessments they have people with relevant experience of viability issues on their panel.

4. BUILDING FUTURES

Rachael Donovan stated that she had given an update to HIPP about 18 months previous and John Rumble had reported on the biennial Awards event at the last meeting. Building Futures is a design review service delivered by Hertfordshire County Council and available to Hertfordshire authorities at a cost of £2,500 p.a. This is operated along the same lines as DSE and reviews are generally paid for by developers.

During the current year there had been an emphasis on developing the toolkit and keeping knowledge up to date and relevant. Building Futures operate a design review service and must cover their costs. The cost for the awards event is covered by sponsorship including from Warner Brothers, Herts LEP, the Green Triangle and Willmott Dixon. Next year's event will be the largest held.

Building Futures operate a toolkit and technical module in house. They also operate two websites, one is publicly accessible and the other is an intranet

which holds technical resources that are only available to subscribing authorities.

Rachael Donovan referred to the previous request by HIPP for a tour of Hertfordshire examples of good design. She explained that Warner Brothers had offered dates at short notice which did not fit with Members' diaries. However, she added that the Award winners would be known in the spring and following this a further attempt would be made to organise a tour.

In discussion Rachael Donovan referred to examples where developers had commented that had they known about Building Futures they would have used it. This confirmed the need to promote the service more. Cllr Perkins suggested adding relevant text to the foot of PPA letters.

Cllr Gardner asked whether a local authority should go to DSE or Building Futures when they have a development of 1000 homes. Chris Lamb stated that where there are alternative services other local authorities have presented the developer with a choice, getting the development reviewed was what was important. Cllr Ashley stated that for developments of less than 50 units DSE had indicated that they were not interested but Building Futures can help because they don't have the same overheads.

It was agreed that a tour of examples of good design in Hertfordshire be arranged for HIPP following the conclusion of the 2016 Building Futures Awards Event.

5. SECOND WIDER SOUTH EAST SUMMIT

The agenda papers for the summit on 11 December had been circulated. Des Welton advised that confirmed attendance had been received from seven Hertfordshire authorities and Hertfordshire LEP. It was noted that this was potentially a high level of representation, especially compared to other counties.

6. DUTY TO COOPERATE – STRATEGIC PLANNING FRAMEWORK (SPF) PROGRESS

A report that provided District responses to the series of strategic questions identified at the July meeting had been circulated. Cllr. Perkins also advised that she planned to complete her one-to-one meetings with Portfolio Holders shortly so that the arrangements for the special HIPP meeting or event for the SPF can be arranged. Cllr. Perkins sought Members views as to whether this should be independently facilitated and there was general agreement that it should. She also suggested that it might be appropriate to identify

approximately five things that HIPP wished to achieve through this process. In discussion design and viability were mentioned.

It was agreed that officers prepare a report for the January meeting setting out options for a facilitated event or meeting to progress the Strategic Planning Framework.

7. TRANSPORT, INCLUDING AN UPDATE ON THE LOCAL TRANSPORT BODY

Jon Tiley provided a verbal update and stated that in future he would submit a written report in advance.

Transport Vision – this had been through stakeholder engagement work. It is now likely to go back to the County Panel in February or March.

Transport Model – a new COMET model is being developed and its first runs will be in February. A presentation on the model will be made to a future HIPP meeting. Cllr Haysey asked if the model took into account developments in Essex and it was confirmed that it did and overlapped Essex and also went into Bedfordshire.

Rail Strategy – this had received a lot of consultation responses and is, therefore taking longer to progress. It will now go to the County Panel in February and there will also be a report back to HIPP.

A1 Consortium – the next meeting will be on 14 January and there will be a key presentation from AECOM on junction modelling work. There is some concern that the strategic emphasis is on the north and it is important that Hertfordshire keeps the pressure on so that our priorities also feature. Cllr Perkins added that it is the A1 consortium and the A1(M) and needed to reflect the needs of the non motorway section.

A414 Group – the group seeks to understand and co-ordinate transport and other infrastructure issues along the A414. Dealing with issues on a piecemeal basis achieves little and a more strategic approach is needed. It is intended to invite Essex County Council and Harlow Council to the group and the next meeting will develop work on viability.

Rail Infrastructure – consultation has commenced on East – West rail and Network Rail has identified two potential route corridors. The consultation finishes at the end of January. Consultation is also being conducted by TfL for Crossrail 2 and this completes on 8 January. The current proposal terminates at Broxbourne with a level of service of 8 – 12 trains an hour and providing four tracking of the West Anglia mainline. Crossrail 2 will require seven years of tunnelling under London. Jon Tiley also referred to major investment in rolling stock by Govia Thameslink that will increase capacity. He agreed to forward the presentation to HIPP members.

Local Transport Body (LTB) – the next meeting is on 14 January and will include a discussion on the future of the organisation. Originally it was a requirement to establish a LTB to lead on the delivery of the transport priorities of the Local Growth Fund. However this requirement no longer exists so it is appropriate for the LTB to review itself. There is a case for the LTB to continue as it is effective in getting the major transport providers, such as Highways England and Network Rail, into the same room as Hertfordshire reps.

In discussion Cllr Ashley referred to the previous shortage of train drivers and said that although recruitment had taken place it would not be until July that they would be fully trained. He also advised that engineering work over the Christmas and New Year period meant that there would be no direct Thameslink service to Gatwick. A replacement bus service would instead be in operation.

8. LEP UPDATE

Joan Hancox stated that core funding for Hertfordshire LEP had now been confirmed. The LEP working with St Albans and Dacorum had been successful in their bid for an enterprise zone around the border of the two authorities. Out of a total of 50 bids 24 had been approved and good feedback had been received on our bid.

The LEP are also providing funding to Dacorum for the Public Sector quarter proposal and are also supporting a study into the infrastructure needs for the development around Maylands.

Joan Hancox advised that she was leaving the LEP to work in Buckinghamshire and this would be her last meeting. Members thanked her for her contribution to HIPP and wished her success for the future.

9. HIPP FORWARD PROGRAMME

It was noted that the proposed agenda for the January meeting was too full and some items needed to be deferred. It was agreed to defer the following items to the March meeting: Population & Household Projections; New Garden Cities/Housing Delivery/Affordable Housing and Transport Strategy. In addition it was agreed to add an item for the January agenda to set out the options for progressing the Strategic Planning Framework, as discussed at item 6. Cllr Perkins added that the East of England LGA were pursuing an issue related to the recruitment and retention of planners and that this would be referred to in the related report to the January meeting.

Jon Tiley suggested that Affordable Housing may still be an appropriate item for a future meeting as there had been recent announcements relating to this, including on starter homes. The Housing & Planning Bill could also have major implications. Cllrs Perkins, Daly and Haysey referred to recent meetings or events they had attended and it was agreed that this was appropriate for a future HIPP item. Officers, in liaison with the Chair, are to investigate options for an appropriate agenda item.

Consequently Members agreed the following proposed items for the next and subsequent meetings:

HIPP – 26 January 2016

- Planning & Health
- CIL & Viability
- Localisation of Planning Application Fees
- Recruitment & Retention of Planners
- Report on Second Wider South East Summit
- Transport – including LTB Update
- LEP Update
- Strategic Planning Framework – options for special meeting/event

Info items

- HIPP Work Programme
- LTB Minutes (if appropriate)

HIPP – 9 March 2016

- Population & Household Projections – implications for Hertfordshire
- New Garden Cities/Housing Delivery/Affordable Housing
- Duty to Co-operate – SPF
- Transport Strategy – to include a detailed presentation, including the outputs of the stakeholder consultation
- Transport – including LTB Update
- LEP Update

Info items

- HIPP Work Programme
- LTB Minutes (if appropriate)

Meeting Date to be determined

- Housing & Planning Bill/Affordable Housing

Cllr Perkins advised that she was now to hold her briefing with officers two weeks before meetings, i.e. before the agenda was fixed. This gave an opportunity for Members to contact her if they wished to suggest future agenda items.

10. ANY OTHER BUSINESS

Members discussed the DCLG CIL Review questionnaire included on the agenda as information item B. It was noted that responses were required before the next meeting.

It was agreed:

- (i) That HIPP member authorities respond to questionnaire as they think appropriate but in addition provide copies of any submission, or draft submission, to the Co-ordinator by 8 January.**
- (ii) That the Co-ordinator drafts a letter, on HIPP headed paper, outlining key strategic concerns for the approval of the Chair.**

11. DATES OF NEXT MEETING

Dates for future meetings in 2015/16 (venue at County Hall unless stated) were noted as follows:

Tuesday 26 January 2016
Wednesday 9 March 2016

HIPP meetings start at 6.30pm with refreshments from 6.00pm.

KEY/BRIEFING POINTS

- HIPP received presentations from Design South East and Building Futures and confirmed the commitment to improving design standards in Hertfordshire. A tour of examples of good design in Hertfordshire is to take place in 2016.**
- HIPP are committed to fully engage with the Second Wider South East Summit with a high level of representation expected from Hertfordshire authorities.**
- A special facilitated event is to be held to develop the Hertfordshire Strategic Planning Framework with options for the event to be discussed at the January HIPP meeting.**
- HIPP agreed to submit a joint strategic response, in addition to individual members detailed submissions, to the DCLG's CIL Review.**