

Aylesbury Garden Town – Project Board Meeting

1pm 23 March 2018

PRESENT: N. Blake (**BC**) (Chairman); C. Aimes (**CA**) (Homes England), T. Aldworth (**TA**) (AVDC), P. Brockway (**PB**) (HYAS), B. Chapple (**BC**) (BCC), C. Faine (**CF**) (SEMLEP), M. Kemp (**MK**) (BCC), C. Manders (**CM**) (AGT), N. Naylor (**NN**) (BTVLEP) and C. Perkins (**CP**) (AGT)

APOLOGY: C. Harriss (**CH**) (BCC)

1. Welcome, Introductions & Overview

	Action By
Brief introductions were given. The meeting was chaired by Councillor N Blake (NB) (AVDC).	

2. Minutes and Actions from Last Meeting

	Action By
The minutes of the meeting held on 17 January 2018 were agreed as a correct record.	

3. Update on Housing Infrastructure Bid (HIF) Bid

	Action By
<p>The Board received an update on the HIF Bid including an update in relation to Homes England. An EoI was to be submitted for £204m that would be used for the delivery of schools, roads, flooding prevention/alleviation, purchasing land, digital infrastructure, environmental issues and HRC for Aylesbury. The EoI has been successful and the next stage in the process is one of co-development of a Treasury Green Book compliant business case with work likely to begin in mid April. Funding was not guaranteed until a final decision was taken (ultimately a decision by HM Treasury – Green book appraisal).</p> <p>There was also a discussion on whether building road infrastructure as part of the Garden Town might alleviate the need for part of the expressway, although it was commented that the planned infrastructure might not also extend to, and cover, the roads to the west of Aylesbury. It would also be important to understand marginal viabilities relating to infrastructure provided with the different developments around Aylesbury (i.e. what marginal viability funding might be used for missing piece(s) of infrastructure funding in order to get existing sites unblocked quickly or new sites allocated).</p> <p>It was agreed that it would be important that all available information was considered and included in the Delivery Plan and Business Case.</p>	

4. Away Day – Analysis of the Vision

	Action By
<p>The Board received a presentation on the Away Day including feedback on the Analysis of the Vision. The Away Day had been organised into a number of sessions:</p> <p>Session 1 What excites you about the Aylesbury Garden Town? What concerns/worries you about the Aylesbury Garden Town?</p> <p>Session 2 Clarifying the Vision – What are the unique selling points of Aylesbury Garden Town?</p> <p>Session 3 What are the key themes/big ideas for the Aylesbury Garden Town?</p> <p>Session 4 Celebrating Achievement</p> <p>Session 5 Roles and Responsibilities</p> <p>The Away Day Reflections detailed in the presentation were:-</p> <ul style="list-style-type: none"> • Lots of exciting opportunities highlighted for AGT - Vision; Design; Quality; SMART; Technology; Wow Factor; Transport and Infrastructure solutions; Connections • Some concerns too - Resources; Joint Working; Delivery; Integration; Politics; Landowners/Developers Engagement. • Good review of existing and emerging Vision material enabling clarification of current VALP vision. • Understanding of key areas of focus and emphasis at present: connectivity and movement; housing and the built environment; and the natural environment and green infrastructure. Discussion on those where it may benefit from further emphasis: community ownership and stewardship; economy and employment; and services and infrastructure. • Day generated lots of additional suggestions in terms of potential components of a vision, big and small ideas/projects and thoughts on the areas of emphasis and USP for AGT. • Use of Technology and AGT being a SMART/connected town in the future was a recurring theme and an area where there could be opportunities for pilots/trials. • Engagement and public participation was recognised as being key - 'the first chapter of the book'. 	

- Master planning work should provide an opportunity to build in many of the away day suggestions, provide the evidence and research and 'write the subsequent chapters of the book'.
- Delivery Plan to be developed to look at areas of focus for delivery of AGT vision including delivery of key planned development projects.
- Taking forward Away Day outputs:
 - Need to review work programme and look at role of engagement. Strong desire to ensure public are 'on board' with Garden Town.
 - Agreement that there were some cross cutting themes that were likely to impact on areas of the projects such as Innovation and the 'Smart cities' and technology aspect. This will be picked up in work programme.
 - Role of the Board. Agreement that the Board should sign off the overall project programme, and direction of travel, and that day to day decisions made at Project Team level. Also that decisions could be made virtually as per agreed Terms of Reference.
- Key milestones for this year
 - Garden Town Board meeting, January 2018
 - HIF MV Bid awarded - £9.5m
 - HIF FF Bid successful - @£204m
 - Secured consultancy support - HYAS
 - Member engagement
 - Challenging delivery rates
 - Working on SPD's – Design, Infrastructure Delivery, retrofitting and opportunities for Garden Town into the existing building areas, and site specific
 - Longer term masterplanning and visioning
 - Refinement of the masterplan
 - Reflection of pilot schemes and innovation within the Garden Town.
 - Launch of Garden Town dedicated website (March 2018)
 - Engagement sessions – developers, stakeholders
 - Commission masterplanning consultants
 - Expand garden town team – transport resource
 - Set up design review panel
 - Wider community engagement and formal consultation on the draft masterplan documents
 - Pilot schemes for garden town
 - Finalising masterplan
 - Further work on implementation delivery

It was commented by all present that there had been excellent participation /contributions by people at the Away Day. The Away Day had focussed on delivery and on the work streams to be delivered until December 2018. An AGT Delivery Plan Update Sheet (A3 sized) was circulated updating the Board on progress update, comments and expected delivery timeframe, Risk Rating (RAG) and actions/outcomes

for the next 3 months.

When the Delivery Plan Update Sheet was discussed, the following comments were made:

- the Risk Rating should include a 'direction of travel' indicator, in particular so that the Board could look at actions that were moving from G→A or A→R. It was expected that Red actions would already have an action plan in place to mitigate/reduce the risk.
- Innovation: Exemplar and Pilot Projects – further information needed to be provided describing the exemplar /pilot projects, as well as for the TBC comments.
It was explained that mini-pilots would be introduced in addition to the exemplars, although it was acknowledged that more work needed to be done to explain the timeframe/actions/outcomes.
- that the AGT Delivery Plan needed to also consider what could be done in established areas such as Quarrendon and Stoke Mandeville.
- Communications / Engagement – it was agreed that enquiries would be made to take up a space in the Aylesbury town centre (empty shop or similar) so that the project was able to be publicised more widely to people, who would also have an opportunity to provide feedback / ideas.
- That the next phase of the masterplan would also be looking to lay the foundation of the plan beyond the VALP, i.e. up to 2050.
- On the need to set benchmarks that were high but also had the right balance.
- That the VALP EIP was likely to commence in July 2018, with a final report from the Inspector by the end of 2018 / early in 2019.
- There was a brief general discussion on the impact of the NIC corridor for Aylesbury.

5. Update on Commissioning Masterplanning

	Action By
<p>The Board received an update on commissioning the consultants for the Masterplan. The focus was on the procurement method and the related timeline for the process. 2 main options were presented for commissioning of the current MP Brief - an existing framework (the Homes England framework was recommended as the most suitable) or via an OJEU process. This is because the anticipated overall cost of the masterplanning work set out in the current Brief would be above the OJEU threshold of £164,176.</p> <p>It was explained that the full OJEU process would be likely to take around 29 weeks (over 6 months) and it would not be possible to reduce this as it was governed by EU regulations.</p> <p>In comparison, if commissioning the masterplanning work via the Homes England Framework then it should be possible to appoint the consultants to prepare the masterplan in a total time of 14 weeks (3 months), although there might be room to reduce this time by a couple of weeks. This is because the HE Framework has 'pre-completed' some of the OJEU steps. The HE Framework Panel consisted of approximately 25 multidisciplinary companies, who were well known UK companies.</p> <p>Further details of the processes was included in a briefing note that was circulated to all Board Members.</p> <p>The Board discussed the commissioning and the following comments were made:</p> <ul style="list-style-type: none"> • there was a general discussion of the Panel Members on the HE multidisciplinary panel. • That AVDC did not have the resource in-house to commission the masterplan. • That procuring from a framework had the advantage of controlling costs within a known range. • That trying to split the commissioning work between consultants would likely increase the overall costs. • There was a lengthy discussion regarding the optimum time for producing SPDs, and whether they were required at present. The Board did not want SPDs to 'crush' development, they would need to be subject to consultation / due process in due course. • That commissioning masterplanning in a shorter time would support the VALP. • That while the Officers had recently met to consider the merits of the two processes, it had been left open for the Board to make a decision on the best way forward. <p>While the Board recognised the importance of making a decision as soon as possible on commissioning the masterplan, it also felt that further clarification / information was required before they could make that decision.</p> <p>RESOLVED –</p>	

That further information be circulated to Board Members via email, to enable a decision on commissioning for the masterplan to be made as soon as possible.	TA /CM
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6. Update on Communications Strategy and Action Plan

	Action By
<p>CP provided a brief overview of the AGT website, that it was anticipated would go live in the near future. The budget for the website had some leeway, current expenditure on it was around £10K.</p> <p>Information was also provided on the next steps which included:</p> <ul style="list-style-type: none"> • Launch of website, press release and newsletter going to 'Register Your Interest' database • Engagement Forums with Stakeholders and Partners and with Developers / Home Providers on 23 April, and with Community and Voluntary and Voluntary Groups on 24 April. • Local radio campaign – 'get involved' message, directing to website • Resident engagement – key local events • Getting the message out – Exchange launch, targeting local initiatives eg Aylesbury in Bloom • Schools project – video and 'Postcard from the Future' competition <p>Recent coverage given to the AGT had included the Aylesbury Vale Times (Spring 2018), My Bucks (Spring 2018) and a letter in the Bucks Herald responding to a comment by the editor.</p>	CP

7. Budget

	Action By
<p>The AGT budget and spend update to March had been circulated to the Board ahead of the meeting. The document took into account new funding, spend to date and forecast spend for 2018/19. The remaining budget was earmarked for additional masterplanning work and potential further staffing. There had also been a suggestion following the Away Day to allocate a proportion of the budget to the 'Smart' agenda including pilot schemes.</p> <p>RESOLVED –</p> <p>That the current budget position be noted.</p>	

8. Dates of future meetings

	Action By

<p>The dates of future AGT Board meetings was at follows:-</p> <ul style="list-style-type: none">• 1300-1500, Friday 29 June• 1100-1300, Wednesday 12 September• 1200-1400, Thursday13 December	<p>All Board</p>
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