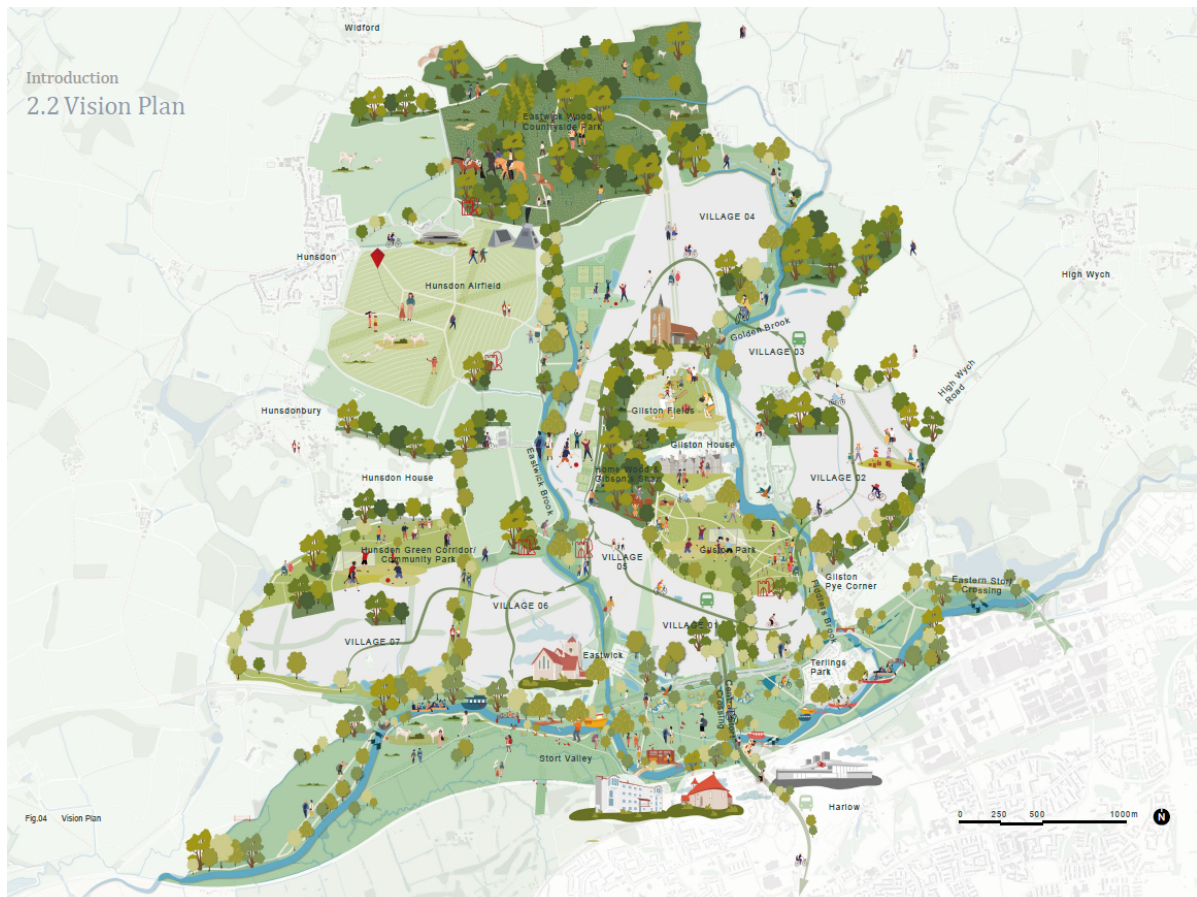




# Gilston Area Monitoring Framework

## Leadership Team Draft June 2025



## Contents

List of Abbreviations .....	3
1. Introduction .....	4
2. How the Development will be Monitored .....	7
3. Roles and Responsibilities for Monitoring .....	10
4. How we will report Monitoring outcomes .....	20
5. How we will manage compliance and resolve issues .....	23
6. Review of Monitoring Framework .....	27
Appendix A: Key Development Milestones .....	28
Appendix B: Monitoring Matrix .....	36
Appendix C: List of reference documents.....	51

## List of Abbreviations

This document contains a list of abbreviations which are included below for reference:

<b>Abbreviation</b>	<b>Meaning</b>
CLEMP	Construction Landscape and Ecological Management Plan
CTEMP	Construction Traffic and Environmental Management Plan
EHDC	East Hertfordshire District Council
EHDP	East Hertfordshire District Plan
EIA	Environmental Impact Assessment
ES	Environmental Statement
GA	Gilston Area
GANP	Gilston Area Neighbourhood Plan
GASMF	Gilston Area Strategic Monitoring Framework
GP	General Practice (Doctor's surgery)
HCC	Hertfordshire County Council
HGGT	Harlow and Gilston Garden Town
LAP	Local Play Area
LEAP	Local Equipped Play Area
LLFA	Lead Local Flood Authority
NEAP	Neighbourhood Equipped Play Area
NPPF	National Planning Policy Framework
OLEMP	Operational Landscape and Ecological Management Plan
PFP	Places for People
SPD	Supplementary Planning Document
SLMP	Strategic Landscape Masterplan
SUDS	Sustainable Drainage Systems
STC	Sustainable Transport Corridor
TW	Taylor Wimpey
VMP	Village Masterplan

# 1. Introduction

## Purpose of Framework

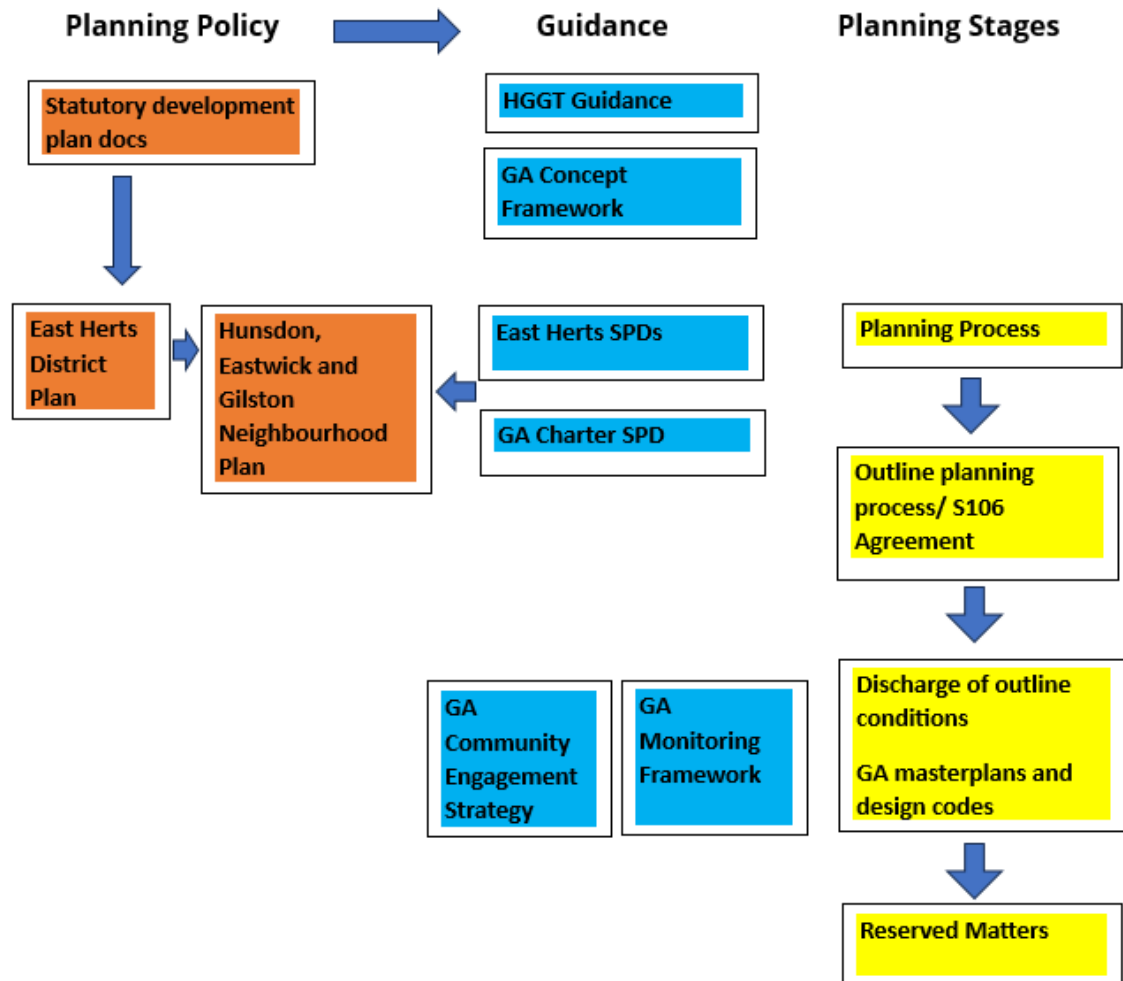
- 1.0 The purpose of this Monitoring Framework is to provide an overarching approach that explains how the Gilston Area (GA) development will be monitored, the key milestones for delivery and helps to ensure that relevant planning policies are implemented. It explains how the required infrastructure and identified mitigations to support the development will be monitored to ensure they are delivered in accordance with the agreed timescales, throughout the build out of the development. The Monitoring Framework sets out how the monitoring process for the development will ensure that the high-level vision and objectives of the Development Plan and other relevant guidance, are delivered. It outlines:
- The policy and planning context for the Framework
  - How the development will be monitored
  - The role of various parties in undertaking monitoring activities
  - How monitoring outputs will be reported
  - How we will manage compliance and resolve issues
  - The need to ensure the framework is up to date.

## Local Policy Context

- 1.1 Policy DPS3 of the EHDP allocates the Gilston Area for development to accommodate 10,000 homes with at least 3,000 to be delivered by 2033. Policy GA1 sets out the vision and key requirements for the development including supporting infrastructure and mitigations. Policy DEL 4 requires the Council to establish a monitoring action plan.
- 1.2 The Hunsdon, Eastwick and Gilston Neighbourhood Plan (Adopted July 2021) (GANP) sets a vision and objectives for development at Gilston and supports the sustainable development of growth at Gilston (Policy AG1) whilst seeking to protect and enhance the surrounding countryside setting (Policy AG3) and respecting Local Significance (Policy AG5). The GANP also includes a range of design led policies which seek to inform and guide the detailed Reserved Matters applications and the form of development. Policy AG9 encourages the early and phased delivery of infrastructure to support the GA development. Chapter 4 of the Neighbourhood Plan further describes how monitoring the delivery and quality of the development will inform future reviews of the Neighbourhood Plan. Paragraph 263 requires regular monitoring of GA development outcomes against the GANP policies and objectives and paragraph 267 recommends the creation of a live web-based monitoring platform.

- 1.3 The Gilston Area Charter Supplementary Planning Document (SPD) adopted in 2020 identifies the need for the establishment of a monitoring framework to review progress and outcomes through the planning, construction and post-construction stages. The Charter recommends the use of design code compliance checklists and the creation of a series of targets that can be measured.
  
- 1.4 In addition, the HGGT Vision (November 2018) setting out the key principles for healthy growth and the range of supporting strategies such as the Transport Strategy and Design Guide are material considerations, setting overall objectives for the quality of development in the HGGT area and the timely delivery of supporting strategic and on-site infrastructure. The HGGT partners collected key baseline data in relation to the perceptions of local residents regarding their quality of life in late 2022. This survey approach can be repeated at subsequent stages during the growth of the Garden Town to indicate how perceptions have changed. If used across all HGGT developments, this will provide a comprehensive means of assessing all sites against the HGGT Vision and objectives. Figure 1 illustrates the relationships between the various policies and guidance that inform the monitoring of the development.

Figure 1 - Relationship between strategic vision and objectives, policies and guidance



### Planning Context

- 1.5 Resolutions to grant outline planning permissions for the development were granted in February and March 2023. The applications comprise an outline application for up to 8,500 homes (Villages 1-6) and a second outline application for up to 1,500 homes (Village 7). A single s106 legal agreement was completed, signed and permissions issued for the development on 9<sup>th</sup> January 2025. The outline permissions contain several approved documents including Development Specifications, a Strategic Design Guide and parameter plans that provide a planning framework for the development as a whole. In addition, the V1-6 permission includes an approved Placemaking Strategy.
- 1.6 The planning conditions attached to the outline permissions require the submission of a Strategic Landscape Masterplan (SLMP) and Design Code and

individual Village Masterplans (VMPs) and Design Codes. These documents and others will inform the subsequent reserved matters applications that describe detailed layouts and designs.

- 1.7 The masterplans are all important and relevant to the Monitoring Framework because they build on the outline planning permission and begin to prescribe the development in a spatial and more detailed form outlining how the delivery of the vision and objectives for the development will be met. Therefore, each stage will require monitoring, which will continue through the construction stage to ensure compliance with details approved. **Appendix 1, Table 1** shows the key planning process milestones for the development and the information that will be recorded.

### Phasing and Build Out

- 1.8 It is currently estimated that the development will be built out over a period of more than 30 years (although this timescale is indicative at this stage). Given the scale of development it will be divided into phases, focused on each of the 7 villages. Village 1 comes first with Village 7 likely to be either in parallel or soon after. Indicative phasing information was provided as part of the outline planning applications which anticipate delivery will progress in the order of Village 2, 5, 3, 4 and 6. Each village is also likely to have its own 'sub-phases' within the overall phasing. It is likely that the delivery of the villages will overlap and multiple villages/ phases will be under construction at the same time. Construction of the new homes is currently anticipated to start from early 2027, with homes being completed from late 2027/ early 2028, with infrastructure works having already begun at the Central Stort Crossing.

## **2. How the Development will be Monitored**

### Conditions

- 2.1 The outline planning permissions contain many planning conditions and provisions that require the developers to submit a range of information at a set stage of the development that will enable the Council and other key stakeholders to track the progress of the development. These include phasing and delivery plans and management plans for specific technical of environmental interests. In particular, the conditions require the submission of masterplans comprising regulatory plans and design codes, and each masterplan will have a compliance checklist against which detailed reserved matters applications will be assessed.

- 2.2 The Council will create a tracker spreadsheet or database to record submissions against each planning condition, which will include partial submissions against individual phases of the development. This spreadsheet will likely evolve over time in response to any future sub-phases within villages.

### S106 Agreement obligations

- 2.3 Regular monitoring of the housing delivery and trajectory data is necessary to inform the planning of and delivery of each piece of infrastructure within and beyond the site as the S106 agreement contains triggers that require infrastructure to be delivered, payments to be made to the Councils (East Herts and Hertfordshire County Council) or other actions to be carried out at specific points related to timing in the development process for example on occupation of so many dwellings.
- 2.4 The s106 obligations will be tracked in a spreadsheet or database using notifications submitted by the developer at specific points in the development as set out in the S106 agreement to support effective monitoring. In particular, relating to:
- education, including completions and occupations
  - employment, skills and commercial development
  - travel planning and mode share targets
  - housing trajectory delivered and planned, including types and tenures
- 2.5 A key part of the S106 agreement monitoring relates to the delivery of affordable housing. The agreement provides for a review of the viability of each outline development at set stages of each village. This will consider elements like the cost of delivering infrastructure and homes compared to the value of homes delivered and those due to be delivered. Following each review, agreement will be reached on the percentage of affordable homes to be delivered in subsequent phases of development, always subject to a minimum of 23% of homes being affordable. The GA Monitoring Report will detail the types of properties provided in the previous year and track the percentage of affordable homes delivered.

### Site visits and related activities

- 2.6 In addition to receiving notifications from the developers, to ensure that milestones and triggers are continually monitored throughout the construction process, Council officers (both District and County), and key stakeholders may carry out site visits and inspections to monitor compliance. As well as the planning teams, housing, environmental health, minerals and waste, transport and highways, the LLFA and Environment Agency will be closely involved



relevant to their particular expert interests. The S106 agreement provides for contributions from both developers to the Councils (East Herts and Hertfordshire County) to administer the continued monitoring of S106 obligations.

- 2.7 Because of the large number of organisations involved at any one time and the importance of collaborative working and maximising efficiency, this report recommends that a cross-Council Delivery and Monitoring Review Group is set up from commencement of development to be led by EHDC and HCC officers, with attendance from the developer team and other Council services and key stakeholders invited at regular intervals or as needed. This group will facilitate the collation and sharing of data which will assist in ensuring that critical information, including compliance, is shared in a timely way.

### Quality of Development

- 2.8 Development quality will be monitored against the objectives and indicators set out in the Monitoring Matrix in **Appendix 2** which cross-references to the plans, policies and guidance in Figure 1. As referred to above, the HGGT partners can undertake repeat survey work focused on the perceptions of residents of the quality of life in the area. This work can be seen as complimentary to the GA Monitoring Framework and the report's objectives and recommendations are therefore included as one of the tools for assessing quality of life in the GA Monitoring Framework.
- 2.9 A variety of mechanisms will be used to assess quality issues. These include:
- Through the design coding process, subsequent compliance checklists, reserved matters and follow up site visits.
  - Through the GA Community Forum, Development Management Forum and Stewardship Body activities and feedback.
  - Through engagement with existing and new residents and users of the GA development. This could include the use of themed workshop review events, focus groups with new and existing residents, questionnaires, surveys, task and finish groups and lessons learned or peer review processes.
- 2.10 The HGGT Quality Review Panel will have an ongoing role in the GA development process, in terms of review of masterplans, design codes and some reserved matters proposals for specific important infrastructure related applications such as schools. The Panel may also continue to be engaged in post construction review processes as the site is built out, to provide an independent view on the scheme's delivery against HGGT objectives and to

provide opportunities for learning and identifying the need for adjustments for future phases.

- 2.11 All these processes will have important roles in providing opportunities to review, refine, identify required changes and adjustments to the development on an ongoing basis, to ensure that the quality objectives for the development are met and where there are indications that objectives are not being met, these issues are addressed in a timely way.

### **3. Roles and Responsibilities for Monitoring**

- 3.1 EHDC and HCC, as the two Councils directly involved in the GA development, will have the primary responsibility for the monitoring of the development; for ensuring that all objectives are met, infrastructure is delivered in accordance with agreed timings, that contributions or payments are made in accordance with the S106 trigger requirements.
- 3.2 Both Councils have S106 monitoring officers who will play a pivotal role in the process, working alongside council planners. There will also be at least one GA monitoring officer funded through the S106 agreements.

#### East Herts District Council

- 3.3 EHDC, as the Local Planning Authority (LPA), will have the main responsibility for the coordination of the monitoring process across the various stakeholders. The Council has a key role in ensuring that local communities are kept informed of progress and engaged in the process.
- 3.4 EHDC Officers will ensure that conditions are discharged in a timely way, and all other requirements set out in the outline planning permission, masterplans, design codes, conditions, reserved matters and other commitments set out in a range of planning documentation, are met.
- 3.5 EHDC will collaborate with HCC as the education, and highways authority and the developers, to ensure that the Review Groups, that are a S106 requirement, are set up and operational by the agreed trigger points. It is important to ensure they fulfil their roles effectively and complete tasks within the required timescales.
- 3.6 EHDC, as the LPA, is responsible for ensuring that the development is compliant with planning and other requirements, and for investigating and enforcing non-compliance issues in most cases other than where another

partner organisation has legal or other designated responsibilities in specific areas. This includes HCC, developers, the LLFA and Environment Agency.

- 3.7 Whilst the planning teams will be responsible for most delivery and monitoring issues and for overall coordination, other Council services will have roles in specific areas including in respect of affordable housing, household waste and environmental health. Advice will be sought from other teams such as parks and leisure in matters such as park design and management plans.

#### Hertfordshire County Council

- 3.8 HCC has statutory responsibilities for education and special educational needs, transport and highways matters, minerals, and strategic waste management issues. HCC is responsible for providing technical advice on archaeology and ecology planning conditions including advising East Herts on whether relevant conditions can be discharged. HCC will also liaise with developers through pre-application advice, through the planning process and as works progress on site.
- 3.9 In its role as LLFA, the County Council has responsibility under the Flood and Water Risk Management Act 2010 for the management and reduction of flood risk from surface water, ground water and ordinary watercourses. This includes providing technical advice and oversight on the design of sustainable urban drainage systems (SUDS) and their implementation. As such, the LLFA will be closely involved in working with the developers, housebuilders, the District Council and water and sewage companies to ensure that the development is implemented in accordance with the approved Flood Risk Assessment (FRA), approved plans and relevant conditions relating to flood risk, surface water drainage and wastewater management.

#### Role of Review Groups

- 3.10 The S106 agreement requires the establishment of topic-specific Review Groups, with separate groups to be established for transport, education and commercial and employment generating development. These groups, which will include East Herts and Hertfordshire County Council officers, plus developer representatives will assist in the collation and sharing of data relevant to the topic which will feed into strategies, plans, and monitoring. For example, details such as the completion and occupation of homes, plus their house type and size will be used alongside GP registration numbers and other data to inform decisions relating to the delivery or expansion of education facilities.

- 3.11 As transport and highways matters, commercial development, local skills and employment matters have cross-boundary interests, representatives from the HGGT partners will also attend the Transport and Commercial and Economic Development Review Groups. These will review data relevant to the monitoring of objectives agreed within Travel Plans and share information relevant to securing commercial floorspace and enabling benefits to local people through the development of construction and related skills.
- 3.12 Whilst not a requirement of the S106 agreement, ensuring the coordination and oversight of the various monitoring activities is an important function of a proposed Delivery and Monitoring Review Group. This will enable regular liaison across East Herts and Hertfordshire County Council for other specialisms not covered by the Review Groups, such as affordable housing, construction management and delivery programmes. Given the timescales of the development the monitoring will span several district plan-making periods and will need to respond to changes in governance at the County and District levels. The group will therefore provide a means for liaising on changes to plans and policies, regulations and guidance relevant to the development and any updates that may be required to the monitoring baseline as a result.
- 3.13 Likewise, the development may be impacted by forces outside the developer's control, such as changes affecting housing, financial and economic markets, or even changes in government policy and planning legislation. Therefore, regular liaison meetings between the planning team and the developers will provide a means for early identification of issues such as whether delivery milestones will not be met or whether amendments are required to the outline permission or the S106 agreement through a Deed of Variation, to the Central and Eastern Stort Crossing permissions, to reserved matters approvals or discharged planning conditions.

#### Role of the Master Developer, other developers and housebuilders

- 3.14 The master developer for Villages 1-6 (Places for People), the developer for Village 7 (Taylor Wimpey North Thames and Taylor Wimpey London) and subsequent developers, house builders and principal contractors who may purchase and/ or deliver parcels or infrastructure or facilities across the GA development also play a critical role in the delivery and monitoring process. The S106 binds the master developer and Village 7 developer as responsible for compliance with the requirements of the relevant outline planning permission(s), submission of the masterplans and associated documents including design codes, discharge of planning conditions, compliance with the S106 agreement and infrastructure delivery. The master developer and Village 7 developer will therefore be closely involved in the Review Groups, Community Forum and other key groups associated with the development

and are responsible for sharing information on progress. This will be through formal submissions like the individual Village Infrastructure Delivery Plans and phasing information but also on a more informal ongoing basis with the Councils and the local communities and other stakeholders.

- 3.15 The master developer is likely to retain responsibility for delivery of strategic infrastructure requirements secured through the S106 agreement or by condition, particularly transport and highways related ones, where these are fundamental to the early progress of the development. The Village 7 developer is likely to be responsible for the delivery of a significant part of the Strategic Transport Corridor and the Football Hub. The master developer and Village 7 developer will collaborate on the delivery of infrastructure such as internal highways. The master developer is also likely to retain responsibility for submission of (at least) the earlier masterplans and design codes relating to Villages 1-6 and for overall compliance with the S106 agreement. However, this may change as the development advances and depending on agreements reached in the event of any future land sale(s) or joint venture(s) or consortium arrangements. It is important that there is clarity on individual developer and house builder roles and responsibilities throughout each stage of the development, particularly if land is sold on, which will be discussed at the regular liaison meetings between the developers and the planning team.
- 3.16 When land parcels or potentially whole villages are sold on to other developers and housebuilders, then the compliance requirements set out in approved planning documents may pass to them, normally at reserved matters stage. This does not automatically mean the master-developer role is no more. It may be that more parties are involved, and responsibilities split or shared, but the Master Developer will still be involved.
- 3.17 Just as the master developer plays a critical role, so do the plot developers and house builders who are responsible for the design, delivery and implementation of homes and facilities. At the Village masterplanning, design coding, reserved matters, and discharge of related conditions stages, it is important for all the developers and housebuilders to be fully engaged in the collaborative working arrangements with the Councils, local communities and other stakeholders including through the Review Groups and Community Forum, in addition to or instead of the master developer as appropriate. This will include representation at the Delivery and Monitoring Review Group, once established. Either the master developer or subsequent developers will be responsible for providing the Councils with the S106 notifications and other regular reporting on progress as construction progresses.

#### Harlow and Gilston Garden Town

- 3.18 Monitoring information will be shared with HGGT in order to help inform the HGGT master programme of delivery. Relevant updates will also be provided to the Joint Committee. The HGGT will be represented in the various Review Groups either as an attendee or as an observer, to ensure strategic Garden Town related interests are considered. e

#### Role of Other Key Stakeholders

- 3.19 There are several other key stakeholders who will be involved in the delivery and monitoring process. These include registered providers (usually housing associations but could include community land trusts and other similar organisations) who are responsible for delivery or management of the affordable housing, the Environment Agency with responsibility for strategic flood risk and water management, utility providers including Affinity Water, Thames Water and energy suppliers, National Highways with responsibility for trunk roads and future bodies including the Gilston Area Shadow Stewardship Group and Gilston Area Community Management Trust.
- 3.20 The Environment Agency is the body with responsibility for strategic flood risk and water management issues. Whilst the Environment Agency would not be involved in the development on a day-to-day basis, given the large scale of the site and quantum of development, the Environment Agency will monitor the development, working with the LLFA, District Council and water supply and wastewater companies to ensure that the requirements of the Environmental Statement and Flood Risk Assessment are adhered to. The Environment Agency may also have a role in compliance issues.
- 3.21 Natural England, Historic England, and Sport England, in their role as statutory bodies are likely to also retain an interest in the development and in the monitoring outputs related to their particular fields.
- 3.22 Registered providers and other bodies involved in the delivery and management of affordable housing will become involved in the development process from the stage of signing agreements with the developers. They play an important role in working with the District Council to ensure that the affordable housing is delivered in accordance with the requirements of the outline permissions and S106 agreements in terms of quantum, type and tenure and that it is constructed in accordance with agreed Village Housing Schemes, Village Phasing Plans, reserved matters approvals and planning conditions. In addition, the registered providers and other affordable housing bodies can provide useful information and feedback as the development progresses, in terms of placemaking, quality, community engagement and cohesion objectives, whether these are being met and for identification of issues. As such, they should also be regularly represented at the Community Forum, in any groups that have responsibilities for the new community as it

emerges, for example the GA Shadow Stewardship Group and GA Community Management Trust, themed workshops events and reviews.

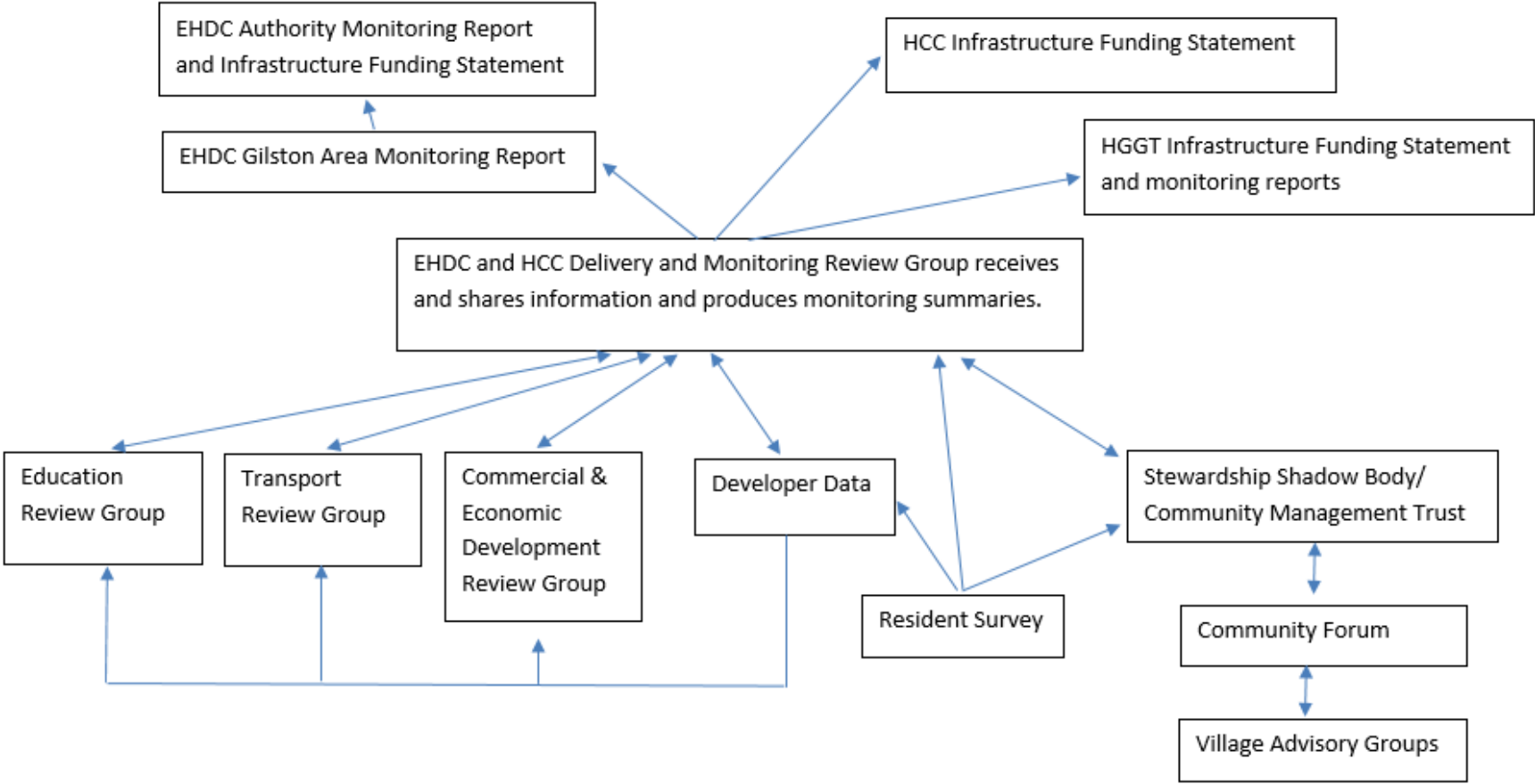
### The Role of the Community in Monitoring

- 3.23 Local communities have an integral role in monitoring the quality of new developments and can provide helpful and constructive feedback at each stage of the process through community forums, workshops, focus groups, and reviews. These inputs and feedback from the local communities are an important part of the monitoring process and can help shape developments as they evolve.
- 3.24 It is likely that in the early stages, following development starting on site, as is normal with a large-scale complex development, there will be some early snagging issues particularly with respect to construction activities. It is important that the developer teams provide regular communications and put in place their emergency helplines, publish contact lists and website information as soon as possible to ensure that issues are not escalated unnecessarily. These form part of the requirements of the CTEMPs and CLEMPs that are secured through conditions on the outline permissions.
- 3.25 As a first step the developers have created a new website designed specifically for the sharing of information related to the development, where residents can spatially map issues as they arise, such as estate management or construction-related issues, and conversely, the developers can spatially map where particular works are planned to take place. As a live web-based platform this enables real-time engagement on issues arising without the need for residents to be required to call to report an issue during office hours.
- 3.26 The GA Community Management Trust and GA Shadow Stewardship Group (to be in place from the outset of the development until the Management Trust is formally set up) will provide a key strategic stewardship role for the Gilston Area as the development moves forward. Policy GA1(h) of the EHDP states that ownership of open spaces and parkland "will be transferred to a community trust or other mechanism that ensures long-term stewardship and governance for the benefit of the community." Part VII of the Policy details this further in terms of "protection and maintenance of the parkland, open spaces, play areas and community assets." Given their stewardship role, the Management Trust and the Shadow Stewardship Group will play a key role in engaging with the Councils, developers, housebuilders, existing and new communities and other key stakeholders in the implementation and monitoring process and helping to ensure that the strategic vision and objectives for the Gilston Area are achieved through the fulfilment of the Trust's responsibilities.

- 3.27 The Trust will establish a Trust-led Community Forum, and as part of the local governance arrangements, each individual Village will have a Village Advisory Group as soon as there are sufficient occupations and level of interest. They will have a Village-specific focus and will support the Management Trust in understanding local priorities, issues and challenges. As such, the Village Advisory Groups will have a significant contribution to make to the development monitoring process in terms of providing feedback from residents who live in the new communities. The Village Advisory Groups will feed into the Trust-led Community Forum, which will feed into the Community Management Trust. The Trust will then share information with the Delivery and Monitoring Review Group as the central liaison for monitoring information.
- 3.28 Figure 2 overleaf illustrates the roles of each of these groups and how the information gathered will inform monitoring output reports.



Figure 2 – The roles and responsibilities of partners and stakeholders in monitoring the Gilston Area development



## **4. How we will report Monitoring outcomes**

- 4.1 The output of monitoring activities will vary to ensure it is suitable for different audiences. The planning permissions require that the Council reports on an annual basis from the date of permission on progress of the developments.

### Reporting to Members

- 4.2 Once the Monitoring Framework has been agreed an annual monitoring report will be produced. It had originally been anticipated that key information would be also included in the Council's Authority Monitoring Report; however, it is not currently clear what format this document will take in the future. This is because the Levelling Up and Regeneration Act 2023 has set out a requirement for a clearer, more focused approach to monitoring, including the use of a template to standardise the way in which this data is prepared and presented. The specific details and requirements will be set out in new regulations which are yet to be published. Once these have been published the Council will need to review how future monitoring information is presented, including on the Gilston Area. In the meantime, a separate report on the Gilston Area will be produced and reported to Members on an annual basis and be published on the Council's website.
- 4.3 In addition, there will continue to be regular reporting to members by officers on progress and key issues.. This provides a channel for sharing information and raising issues that may require member involvement or intervention, or that have been brought to the attention of members via the communities they represent.
- 4.4 There will be member involvement in the GA Community Forum and the Development Management Forum, including ward and parish members. Officers will continue to offer monthly catchups with Ward members, the Leader and Portfolio-Holder for Planning and Growth.
- 4.5 Opportunities for wider members to be involved in regular site visits, workshops, working groups and reviews will arise as the development makes progress.

### Reporting to the Gilston Area Community Forum

- 4.6 The GA Community Forum provides an effective mechanism for engagement with local communities and for providing progress updates and monitoring information as development progresses. Prior to each Community Forum,

Council Officers will be available to meet with the parish councillors and Neighbourhood Plan Group Representatives should this be requested in advance to enable the sharing of information to community representatives.

- 4.7 The focus of the GA Community Forum is currently on implementation, including construction and delivery ensuring that there is an interactive communications channel for the Councils, developers and other key stakeholders to share the latest information on progress and key issues but also for the local communities to develop their understanding of the key stages of the development and relationships with the developer and Council teams.
- 4.8 In addition, the Forum provides a channel for residents to raise concerns, ask questions and provide feedback. It will remain in place throughout the development process, unless alternative community engagement arrangements are put in place that supersede it, such as the Community Forum to be established by the Community Management Trust.
- 4.9 Officers will update the Gilston Area pages of the Council's website with copies of monitoring reports when they are completed.

## **5. How we will manage compliance and resolve issues**

- 5.1 EHDC and HCC will be responsible for the monitoring and investigation of most compliance issues. It is important to have a clear strategy in place to deal with compliance and other issues of concern identified through the monitoring process. This is particularly the case on a development of this scale and complexity, as otherwise, failure to take timely and appropriate action to address these may undermine the overall quality of the development and the confidence and quality of life of local communities. The GA development will be built out over a period of more than 30 years. It is therefore important to establish good long-term relationships and collaborative engagement between the developers, Councils and local communities so that compliance and other issues of concern can be addressed through constructive dialogue at an early stage.

### The collaborative approach

- 5.2 The development comprises two outline planning permissions and will be followed by many reserved matters applications for detailed designs for on-site infrastructure, homes and commercial proposals. These are likely to result in further detailed conditions, which in addition to the outline

permission conditions and the S106 agreement all contain requirements that prescribe the development and must be complied with. These will be monitored by the planning, S106 monitoring teams and other key Council services.

- 5.3 The purpose of continual monitoring is to enable issues to be identified at an early stage and to discuss the appropriate means for resolving these without the need for formal actions. For example, the delivery of a particular piece of infrastructure may be delayed beyond the s106 trigger. Early dialogue will allow Officers to consider the reasons for the delay, the expected timescale for its completion and decide whether it is necessary to prevent further occupations until its completion. The outcome will depend on multiple considerations at the specific point in time.
- 5.4 Where issues have not been resolved at first point of contact levels or the issues are of a high-level strategic nature, these may be escalated to stakeholder groups with a more appropriate strategic remit. This will very much depend on the nature of the issue, the implications and level of risk in each case. For example, some contained issues may be escalated to senior representatives within the Councils and developer teams where that is the most appropriate means for resolution.
- 5.5 While the Community Management Trust will have responsibilities relating to its governance role, including the collection of service charges, the Trust does not have planning responsibilities and will therefore need to raise such matters to East Herts Council.
- 5.6 Each responsible body, including the Community Management Trust, should maintain tracking systems or processes for logging issues identified, who is responsible and their resolution.

#### The regulatory or formal approach

- 5.7 The planning system operates under a regulatory framework of legislative controls. Breaches of planning control are defined in Section 171A of the Town and Country Planning Act 1990 and as well as carrying out development without planning permission, include “failing to comply with any condition or limitation subject to which planning permission has been granted.” Anyone can report a suspected breach of planning control to the local planning authority.
- 5.8 Paragraph 60 of the National Planning Policy Framework (NPPF 2024) states that: “effective enforcement is important to maintain public confidence in the

planning system...” However, it also states that: “enforcement action is discretionary and local planning authorities should act proportionately in responding to alleged breaches of planning control.” Paragraph 60 goes on to advise that local authorities should put Local Enforcement Plans in place which should set out how the monitoring of planning permissions will be carried out, as well as investigations of unauthorised development.

- 5.9 The EHDC Planning Enforcement Plan 2021 sets out the Council’s approach to investigating and acting in respect of breaches of planning control. The Plan explains the process for carrying out investigations, enforcement priorities, performance targets and the service that members of the public can expect. In addition, it includes a summary of potential circumstances where the Council will not pursue formal action, in accordance with the NPPF.
- 5.10 There are different types of breaches of planning control and there are several enforcement tools that can be used, tailored to the specific circumstances. These include:
- Enforcement Notices
  - Stop Notices
  - Temporary Stop Notices
  - Breach of Condition Notices
  - Planning Contravention Notices
  - Injunctions
- 5.11 To note is that S106 agreements are normally enforced by Injunction through the High Court.
- 5.12 Formal enforcement action is a last resort in many cases and local authorities will normally seek to secure compliance, negotiate acceptable alternative solutions or invite retrospective planning applications where this is the most appropriate way forward. Where planning breaches have significant impacts on local communities or on the environment and when rapid action is required, Stop Notices, Temporary Stop Notices and Injunctions may be used, if other measures have failed or where the breach needs to be stopped with immediate or urgent effect because of the extent of harm it is causing. Examples of circumstances where these could be used include contaminated land or pollution issues and serious implications arising from construction works that are not in accordance with conditions. In deciding whether to take such action local authorities can only prohibit only what is essential to safeguard amenity or public safety in the neighbourhood; or to prevent serious or irreversible harm to the environment in the surrounding area.
- 5.13 There are other bodies that have a role in compliance monitoring, aside from the Councils such as the Environment Agency. This would be on an

exceptional basis, where issues with wider, more strategic implications have been highlighted.

### Legal Implications

- 5.14 In terms of resolving issues arising in the fulfilment of the S106 agreement, the S106 agreement includes an external and independent means of dispute resolution that will need to be followed if agreement cannot be met through discussion and negotiation, prior to the Council considering the need for enforcement action.
- 5.15 Legal advice is likely to be required in situations where formal enforcement action is proposed to be taken by the Councils or any other form of formal action by other stakeholders. Legal advice will also be required where an issue or proposed course of action has legal implications for the Councils or any other parties. For example, the Councils would take legal advice before proceeding to serve Stop Notices, Temporary Stop Notices or Injunctions since these may have significant financial implications for the Councils.

## **6. Review of Monitoring Framework**

- 6.1 The long-term complex nature of the build out of the development means that there will be an ongoing need for adjustments and changes to be made during the process. These may arise from a range of factors including:
- Changes in national legislation and policies;
  - Regulatory changes such as in Building Control, Planning or Environmental Health;
  - Local Plan policy changes;
  - Changes required to respond to issues identified or learning arising from the development process;
  - Changes identified by the Councils or developers as part of ongoing masterplanning, design coding, pre-application and reserved matters processes.
- 6.2 Some of the changes will be very minor and can be addressed through the required regulatory or other appropriate processes such as submission of detailed amendments to conditions or Reserved Matters applications or regularized through written agreement. Where changes are more significant or have wider strategic importance, these will be subject to consultation and engagement processes. Changes that have wider strategic implications for the HGGT would be considered by the wider HGGT partners and any action agreed as appropriate.

6.3 The Monitoring Framework will therefore need to be agile and respond to amendments over time, particularly given the construction period will likely exceed thirty years. When Officers prepare the annual GA Monitoring Report, they will consider whether amendments are required to the Monitoring Framework. If amendments are required, these will follow the same steps set out in paragraph 4.2.

## Appendix A: Key Development Milestones

This appendix will be updated as part of the annual GA Monitoring Report preparation and Monitoring Framework review process. Each of the tables will be updated and further information added, reflecting progress of the development at that time and using the most up to date development trajectory from the developer teams, GA Annual Monitoring Reports and planning submissions for Phasing and Infrastructure Delivery Plans.

Table 1 Planning process milestones

Stage/description	Date Information Submitted	Date decisions issued/ process completed	Additional information
<b>Outline</b>			
Issuing of V1-6 outline permission and completion of S106 agreement			
Issuing of V7 outline permission and completion of S106 agreement			
<b>Masterplanning and design code processes</b>			
Submission/ determination of <b>SLMP</b> - discharge of V1-6 outline condition 6			
Submission/ determination of <b>SLMP design code</b> - discharge of V1-6 outline condition 8			
Submission/ determination of <b>Strategic Landscape Infrastructure and Delivery Plan</b> - discharge of V1-6 outline condition 9			
Submission/ determination of <b>Village 1 masterplan</b> – part discharge of V1-6 outline condition 31			
Submission/ determination of <b>Village 1 Design Code and Regulatory Plan</b> - part discharge of V1-6 outline condition 34			
Submission/ determination of <b>Village 1 Infrastructure Delivery Plan</b> – part discharge of V1-6 outline condition 33			
Submission/ determination of <b>SLMP</b> - discharge of V7 outline condition 10			
Submission/ determination of <b>SLMP design code</b> - discharge of V7 outline condition 11			



Stage/description	Date Information Submitted	Date decisions issued/ process completed	Additional information
Submission/ determination of <b>Village 7 masterplan</b> - discharge of V7 outline condition 13			
Submission/ determination of <b>Village 7 design code</b> - discharge of V7 outline condition 15			
Submission/ determination of <b>Strategic SUDs Strategy for Village 7</b> -discharge of V7 outline condition E1- to be submitted and approved prior to or in parallel with Village 7 SLMP			
Submission/determination of <b>Village 7 SUDS Strategy</b> - discharge of TW outline condition E2 -to be submitted and approved prior to or in parallel with V7MP			
Submission/determination of <b>Village 2 masterplan</b> – part discharge of PFP outline condition 31			
Submission/determination of <b>Village 2 Design Code and Regulatory Plan</b> -part discharge of PFP outline condition 34			
Submission/determination of <b>Village 2 Infrastructure Delivery Plan</b> -part discharge of PFP outline condition 33			
Further information to be added as the development moves forward/phasing details are submitted			
<b>Discharge of other key outline conditions linked to SLMPs and VMPs/construction</b>			
<b>V1-6 Strategic SUDS Strategy</b> – discharge of outline condition 12 - to be submitted and approved prior to approval of SLMP			
<b>V1-6 Supplementary FRA</b> - discharge of outline condition 13 - to be submitted and approved prior to approval of SLMP			
<b>V1-6 Strategic Landscape Ecology Strategy</b> - discharge of outline condition 14 - to be submitted and approved prior to or in parallel with SLMP			

Stage/description	Date Information Submitted	Date decisions issued/ process completed	Additional information
<b>V1-6 Strategic Landscape Energy and Sustainability Strategy</b> - discharge of outline condition 14 - to be submitted and approved prior to or in parallel with SLMP			
<b>V1-6 CTEMP</b> - discharge of outline condition 20 – to be submitted and approved prior to commencement of any development including enabling works			
<b>V1-6 Village SUDS Strategy</b> - part discharge of outline condition 36 -to be submitted and approved prior to approval of each VMP			
<b>V1-6 Village Ecology Strategy</b> -part discharge of outline condition 38 - to be submitted and approved prior to or in parallel with VMP			
<b>V1-6 Village Energy and Sustainability Strategy</b> -part discharge of outline condition 39 -to be submitted and approved prior to or in parallel with VMP			
<b>V1-6 Parking Strategy</b> - part discharge of outline condition 40 - to be submitted and approved prior to or in parallel with VMP			
<b>Phasing Plan</b> - discharge of condition C2 of TW outline - to be submitted and approved prior to or in parallel with first RM			
<b>CTEMP for Village 7</b> - discharge of TW outline condition G1- to be submitted prior to commencement of development other than preliminary works			
<b>SUDS CEMP for Village 7</b> - discharge of TW outline condition G2 - to be submitted and approved prior to any preliminary works taking place			
<b>Supplementary FRA for Village 7</b> - discharge of TW outline condition M1 - to be submitted and approved prior to or in parallel with Village 7 SLMP			
<b>Village 7 Ecological Strategy</b> - discharge of TW outline condition P2 - to be submitted and approved prior to or in parallel with VMP for Village 7			
<b>Framework Travel Plan for Village 7</b> - discharge of TW outline condition T1 -to be submitted and approved at same time as submission as first RMA			

Stage/description	Date Information Submitted	Date decisions issued/ process completed	Additional information
<b>Access and Movement Statement and Parking Strategy for Village 7</b> - discharge of TW outline condition T5 - to be submitted and approved prior to or in parallel with VMP for Village 7			
<b>Reserved Matters</b>			

Table 2 Development Phasing and Infrastructure Delivery Milestones

Infrastructure	Trigger /timescale for delivery	Who by	Information/updates
<b>Highways and Transport (To be monitored through the Transport Review Group)</b>			
<b>1. V1 Interim Access from A414 (condition 22 of PFP outline)</b>	To be fully open and operational prior to any occupations of Village 1	PFP	
<b>2. V1 Interim Access from Eastwick Road (condition 23 of PFP outline)</b>	To be fully open and operational prior to any occupations of Village 1	PFP	
<b>3. Interim V2 Access (condition 26 of PFP outline)</b>	Revised details to be submitted and approved by LPA. To be fully operational prior to occupation of first dwelling in Village 2 (unless the STC link between Village 1 and 2 is in place in which case the trigger shall be prior to the occupation of 1,000 homes in Village 2)	PFP	To be retained until the Eastern Stort Crossing and Final Village 2 Access has been delivered as approved through planning permission no. 3/19/1051/FUL.
<b>4. STC V1-2 (condition 29 of PFP outline)</b>	To be fully completed and operational prior to occupation of any homes in Village 2	PFP	
<b>5. STC V3-6 (condition 30 of PFP outline)</b>	To be completed and operational prior to the occupation of any homes in V3, 4, 5 and 6	PFP	
<b>6. V6 Western Access Works -S106</b>	Delivery by occupation of 200 Dwellings in Village 6	PFP	
<b>7. Pardon Mill Cycle Improvements and A414 Crossing V1-6 -S106</b>	Delivery by occupation of 200 Dwellings in Village 6	PFP	
<b>8. Off Road Walking and Cycling Link to Elizabeth Way/ Pinnacles via</b>	Delivery by occupation of [200] Dwellings within Village 6	PFP	

<b>Infrastructure</b>	<b>Trigger /timescale for delivery</b>	<b>Who by</b>	<b>Information/updates</b>
<b>Pardon Mill Works V1-6 - S106</b>			
<b>9. Hunsdon Cycle Link Works V1-6 -S106</b>	Delivery by occupation of 1,000 Dwellings within Village 1	PFP	
<b>10. Cock Robin Lane V1-6 S106</b>	Delivery by Occupation of 6,000 Dwellings within Villages 1 to 6	PFP	
<b>11. Roydon Commuter Link (condition T6 of TW outline)</b>	Scheme to be submitted and approved by LPA prior to occupation of 350 dwellings in Village 7. No more than 1000 occupations in Village 7 before link has been constructed and implemented.	TW	
<b>12. Eastwick Commuter Link (condition T7 of TW outline)</b>	Scheme to be submitted and approved by LPA prior to start of development in Village 7 (excluding preliminary works) No occupations in Village 7 until link constructed and implemented.	TW	
<b>13. Hunsdon Lock Link (condition T8 of TW outline)</b>	to be submitted and approved prior to any occupations of residential in Village 7. No more than 200 residential units to be occupied in Village 7 until link has been constructed and implemented.	TW	
<b>14. V1-V7 STC road works Phase 1 (condition T9 of TW outline)</b>	To be submitted and approved and implemented by LPA /open to traffic prior to any occupations of Village 7. If not approved alternative to be implemented prior to any occupations of Village 7.	TW	
<b>15. V1-V7 STC Road works Phase 2 (condition T10 of TW outline)</b>	No more than 150 residential occupations of Village 7 before Full A414/ Church Lane Junction upgrade and upgrade of Interim Primary Vehicular Route to STC standard alongside Full STC Transport Hub are completed and open to traffic	TW	
<b>16. V1-V7 STC Road works Phase 3a (condition T11 of TW outline)</b>	No more than 350 residential occupations of Village 7 before highway works associated with Primary Vehicular Route from Full V7 STC Transport Hub to join Church Lane towards Hunsdon are completed and open to traffic.	TW	

<b>Infrastructure</b>	<b>Trigger /timescale for delivery</b>	<b>Who by</b>	<b>Information/updates</b>
<b>17. V1-V7 STC Road works Phase 3b (condition T12 of TW outline)</b>	No more than 350 residential occupations of Village 7 until highway works associated with STC inclusive of Primary Vehicular Route from Full V7 STC Transport Hub to V6/V7 boundary, are completed and open to traffic.	TW	
<b>18. Supplemental V7 STC Bus Route Inclusive of Bus Gate – Road Works Phase 4 (condition T13 of TW outline)</b>	No more than 1200 residential occupations of Village 7 until highway works associated with the construction of the Supplemental STC Bus Route Inclusive of Bus Gate, are completed.	TW	
<b>19. V1-V7 Sustainable Transport Corridor Link Road (condition T14 of TW outline)</b>	Details to be submitted and approved prior to any residential occupations of Village 7. No more than 350 residential occupations until Link constructed.	TW	
<b>20.A414/Church Lane Junction – A414 Speed Limit Review (condition T15 of TW outline)</b>	To be submitted and approved prior to comm of development excluding preliminary works. Any recommendations to be implemented prior to the completion of the Full A414 / Church Lane Junction Upgrade work.	TW	
<b>21.A414/Church Lane Junction – Road Safety Audit (condition T16 of TW outline)</b>	To be submitted and approved prior to comm of development excluding preliminary works. Any recommendations contained in the Stage 1 Road Safety Audit shall thereafter be incorporated at Stage 2 of the design process for the Full A414 / Church Lane Junction Upgrade work.	TW	
<b>Community</b>			
<b>22. V1-6 Health Facility</b>	Up to maximum of 3515m2	PFP	
<b>23. V1-6 Youth Space/ Facilities</b>	Up to 460m2	PFP	
<b>24. V1-6 Leisure Centre</b>	Prior to occupation of [ 4,500] Dwellings within Villages 1 to 6	PFP	

<b>Infrastructure</b>	<b>Trigger /timescale for delivery</b>	<b>Who by</b>	<b>Information/updates</b>
<b>25. V1 Community Building</b>	Up to 100m2 Prior to occupation of [ 900] Dwellings in Village 1	PFP	
<b>26. V1-6 Library Floorspace</b>			
<b>27. V7 Community Building</b>	Prior to occupation of xxxx Dwellings in Village 7	TW	

## Appendix B: Monitoring Matrix

This appendix provides an overview of the different categories of the development that require monitoring broken down by theme, which body organisation is responsible for leading on monitoring, requirements, triggers and targets and strategic objectives, principles and policies against which they will be assessed in terms of outcomes.

*HGGT Vision – Strategic Objectives/principles:*

P8 -Responsive and distinctive design; P9 -Balanced diverse and functional communities; P10 -Healthy safe and connected neighbourhoods and villages; P11 - Maximising visibility and appreciation of our heritage; P12 - Enhancing the Green Belt and expanding the Green Wedge network; P13 - Landscape-led masterplanning; P14- Biodiversity, climate resilience and food security; P15-Using technology in energy regeneration and conservation; P16 -Revitalising the cycling and walking network; P17 -Changing the Character of Roads to Streets; P18 - Integrated transport: a viable and preferred alternative to cars; P19 - Anticipating Change and Future Proofing Infrastructure; P20 - The heart of the LSCC UK Innovation Corridor; P21 – The right workspaces, homes and community facilities; P22- A diverse employment base and skilled labour supply; P23 -A vibrant and resilient town centre for all the Garden Town

*For the purposes of this appendix Neighbourhood Plan = NP and GA Concept Framework = GACF*

Requirement	Responsible lead body	How monitored	Strategic/local policies and objectives	Information/ updates
<b>Housing</b>				
V1-7- Affordable housing -minimum of 23 % with view to increase (except in V1) subject to S106 review mechanism/ 60% affordable rent/40% intermediate tenure split	EHDC	Reserved matters, Annual Monitoring Scheme reports from developers, Village Housing Schemes S106/housing team monitoring activities	HGGT Vision - P9, P10, P21 EHDP - GA1, HOU3, DEL2 NP - AG1, BU1 GACF - OBJ. 1, 3, 5	
50/50 split on any review mechanism surplus				
Custom/Self build – plots equivalent to not less than 1% equivalent of total dwellings TW	EHDC	Reserved matters, Annual Monitoring Scheme reports from developers, Village Housing	HGGT Vision - P9, P10, P21 EHDP - GA1, HOU8, DEL2 NP- AG1, BU1 GACF - OBJ 1, 3, 5	



<b>Requirement</b>	<b>Responsible lead body</b>	<b>How monitored</b>	<b>Strategic/local policies and objectives</b>	<b>Information/ updates</b>
		Schemes, monitoring activities of Council		
Assisted Living Housing/Extra Care housing - not less than 20 of total number of dwellings in V7. Not less than 130 of residential units across GA to be for Older People /over 55s /Learning Disabilities /Extra Care	EHDC	Reserved matters, Annual Monitoring Scheme reports from developers, Village Housing Schemes, monitoring activities of Council	HGGT Vision - P9, P10, P21 EHDP - GA1, HOU6, DEL2 NP- AG1, BU1 GACF - OBJ. 1, 3, 5	
Accessible Dwellings - all houses and ground floor apartments to be constructed to M4 (2) standards. 15% of all affordable houses and 15% of all affordable ground floor apartments (shall be built to comply with M4 (3) standard. 1% of all market houses and 1% of all market ground floor apartments shall be built to comply with M4 (3) standard	EHDC	Masterplanning, reserved matters, Annual Monitoring Scheme reports from developers, Village Housing Schemes, EHDC S106 monitoring processes, registered providers	HGGT Vision - P9, P10, P21 EHDP - GA1, HOU7, DEL2 NP - AG1, BU1 GACF - OBJ. 1, 3, 5	
One Site Wide Housing Scheme to be submitted by V1 and individual Village Housing Schemes to be submitted with each Village Masterplan. To include affordable quantum and housing mix/tenure details.	EHDC	Masterplanning, reserved matters, EHDC S106 monitoring processes	HGGT Vision - P9, P10, P21 EHDP - GA1, HOU3, 6, 7, 8, DEL2 NP - AG1, BU1 GACF - OBJ. 1, 3	Site Wide Housing Scheme may be updated from time to time
Residential Reserved Matters Area Affordable Housing Scheme to be submitted with each affordable housing area within reserved matters submissions.	EHDC	Reserved matters, Annual Monitoring Scheme reports from developers, Village Housing Schemes, monitoring activities of Council	HGGT Vision - P9, P10, P21 EHDP - GA1, HOU3 NP - AG1 GACF - OBJ. 1, 3	
Gypsy/traveler provision – V1-6 -Serviced Land for 7 G&T pitches to be safeguarded to the north of V4	EHDC	Masterplans, Reserved matters, Annual Monitoring Scheme reports from developers, monitoring activities of Council	HGGT Vision - P9, P10, P21 EHDP - GA1, HOU9, DEL2 NP - AG1 GACF - OBJ. 1, 3	

Requirement	Responsible lead body	How monitored	Strategic/local policies and objectives	Information/ updates
<p>V1-6 -Serviced Land for 8 Plots for Travelling Showpeople to be safeguarded in Village 6</p> <p>V7 -Serviced Land for 8 G&amp;T Pitches to be safeguarded</p> <p>To comply with marketing and delivery strategy</p>				
<p>Quantum of housing overall -up to 8500 on V1-6, up to 1500 on V7</p>	EHDC	<p>Masterplans, Reserved matters, Annual Monitoring Scheme reports from developers, Village Housing Schemes, monitoring activities of Council</p>	<p>HGGT Vision - P9, P10, P21 HGGT - GA1 NP - AG1 GACF - OBJ. 1, 3</p>	
<b>Stewardship and Governance</b>				
<p>Set up GA Community Management Trust/Shadow Group/Community Interest Company</p> <p>Prepare submit and agree outline and detailed business plans</p> <p>Provide initial endowment funding as 15% cost contribution for V7</p> <p>Monitoring Strategy</p>	<p>EHDC</p> <p>V1-6 owner Unless V7 proceeds first in which case V7 owner</p> <p>V7 owner</p> <p>V1-6 owner Unless V7 proceeds first in which case V7 owner</p>	<p>Through Monitoring Review Group/EHDC S106 monitoring processes</p>	<p>HGGT Vision - P9, P10, EHDP - GA1, DEL2 NP - D1, D2 GACF - OBJ. 12</p>	
<b>Education</b>				

<b>Requirement</b>	<b>Responsible lead body</b>	<b>How monitored</b>	<b>Strategic/local policies and objectives</b>	<b>Information/ updates</b>
School contributions: *For temporary secondary education provision. *SEND education contribution. *Secondary education off-site transport contribution; *V1, 2, 3, 4, 5, 6 and 7 primary schools. * V1 secondary school Phase 1	HCC	Through Education and Monitoring Review Groups, HCC S106 monitoring processes, HCC education team	HGGT Vision - P9, P10, P21 EHDP - GA1, CFLR10, DEL1, DEL2 NP - AG1, C1 GACF - OBJ. 1,13	
V1 Secondary School Phase 2 V1-6	HCC	Through Education and Monitoring Review Groups, HCC S106 monitoring processes, HCC education team	HGGT Vision - P9, P10, P21 EHDP - GA1, CFLR10, DEL1, DEL2 NP - AG1, C1 GACF - OBJ. 1,13	
V5 Secondary School Contributions V1-6	HCC	Through Education and Monitoring Review Groups, HCC S106 monitoring processes, HCC education team	HGGT Vision - P9, P10, P21 EHDP - GA1, CFLR10, DEL1, DEL2 NP - AG1, C1 GACF - OBJ. 1,13	
School land safeguarding requirements: *V1-6 – up to 6 primary schools/17FE V7 primary school up to 3FE. *V1 Land safeguarded for up to 8FE Secondary School. *V5 Land safeguarded for up to 12FE Secondary School	HCC	Through Education and Monitoring Review Groups, HCC S106 monitoring processes, HCC education team	HGGT Vision - P9, P10, P21 EHDP - GA1, CFLR10, DEL1, DEL2 NP - AG1, C1 GACF - OBJ. 1,13	
Education Reviews and Review Group V1-7 to carry out reviews at agreed timings and secure contributions as required to later school delivery.	HCC	Through Education and Monitoring Review Groups, HCC S106 monitoring processes, HCC education team	HGGT Vision - P9, P10, P21 EHDP - GA1, CFLR10 NP - AG1, C1 GACF - OBJ. 1,13	
School transfers - Villages 1-7 -serviced land with access	HCC	Through Education and Monitoring Review Groups, HCC S106 monitoring processes, HCC education team	HGGT Vision - P9, P10, P21 EHDP - GA1, CFLR10, DEL1, DEL2 NP - AG1, C1 GACF - OBJ. 1,13	

Requirement	Responsible lead body	How monitored	Strategic/local policies and objectives	Information/ updates
<b>Local Labour</b>				
Site Wide Local Labour, Skills and Business Action Plan for Villages 1-7	EHDC	Through Commercial Delivery and Employment Review Group and Monitoring Review Group, EHDC S106 monitoring processes	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL2 NP - BU2, BU3 GACF - OBJ. 1	
V1-7 Local Labour and Business Action Plan - prior to implementation in individual Village	EHDC	Through Commercial Delivery and Employment Review Group and Monitoring Review Group, EHDC S106 monitoring processes	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL2 NP - BU2, BU3 GACF - OBJ. 1	
V1-6 Skills Hub Action Plan	EHDC	Through Commercial Delivery and Employment Review Group and Monitoring Review Group, EHDC S106 monitoring processes	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL2 NP - BU2, BU3 GACF - OBJ. 1	
<b>Commercial Floorspace</b>				
V1-6 -minimum provision 10,000m2 V7 -minimum provision of 1745m2. To include early years/blue light provision	EHDC	Through Commercial Delivery and Employment Review Group and Monitoring Review Group, EHDC S106 monitoring processes, masterplanning and reserved matters	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL2 NP - BU2, BU3 GACF - OBJ. 1	
Commercial Delivery and Employment Review Group -V1-7- establishment by commencement of development	EHDC	Monitoring Review Group, EHDC S106 monitoring processes and Commercial Delivery and Employment Review Group once set up	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL2 NP - BU2, BU3 GACF - OBJ. 1	
Market needs analysis and master planning - use reasonable endeavours to deliver 29,000 m2 for commercial operations in Villages 1-6 and 5,100m2 for commercial operations in V7/carry out employment strategy	EHDC	Through Commercial Delivery and Employment Review Group and Monitoring Review Group, EHDC S106 monitoring, masterplanning and reserved matters	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL2 NP - BU2, BU3 GACF - OBJ. 1	

<b>Requirement</b>	<b>Responsible lead body</b>	<b>How monitored</b>	<b>Strategic/local policies and objectives</b>	<b>Information/ updates</b>
Marketing Plan for V1-6 and V7/produce monitoring report every 6 months	EHDC	Through Commercial Delivery and Employment Review Group and Monitoring Review Group, EHDC S106 monitoring, masterplans, reserved matters	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL2 NP - BU2, BU3 GACF - OBJ. 1	
Commercial Early Years Facilities *V1-6 To deliver a min of 300sqm floorspace, as a location for an Early Years Facility (min of 300sqm) in each Village; *For V7- to deliver a minimum of 275 m2 and up to 550m2 floorspace.  Submit marketing plan.	EHDC	Through Commercial Delivery and Employment Review Group and Monitoring Review Group, EHDC S106 monitoring, masterplans, reserved matters	HGGT Vision - P9, P21, P22 EHDP - GA1, DEL1, DEL2 NP - C1 GACF - OBJ. 1, 5, 13	
<b>Transport</b>				
V1-7 -Access points and highways link roads - delivery secured by conditions	HCC	Through Transport Review Group, HCC S106 monitoring processes, highways team	HGGT Vision - P8, P10, P18 EHDP - GA1, GA2, TRA2, DEL1, DEL2 NP - AG1, AG8 GACF - OBJ. 6, 7,8, 13	These are set out individually in the infrastructure section of Appendix A
Road adoption processes V1-7	HCC	Through Transport Review Group, HCC S106 monitoring processes, highways team, masterplans, reserved matters	HGGT Vision - P8, P10, P18 EHDP - GA1, TRA2, DEL2 NP - AG1, AG8 GACF - OBJ. 6, 7,8, 13	
ESC Ecology Compensation Area V1-7. (V1-6 Delivery/ V7 Occupation and Financial Contribution Obligation equivalent to 15% of	HCC	Through Transport Review Group, HCC S106 monitoring processes, highways team,	HGGT Vision - P13, P14 EHDP - GA1, DEL2 NP - AG1 GACF - OBJ. 2, 10	

<b>Requirement</b>	<b>Responsible lead body</b>	<b>How monitored</b>	<b>Strategic/local policies and objectives</b>	<b>Information/ updates</b>
actual costs) -delivery by 1500 dwellings in V1-7				
Pye Corner Public Realm Works V1-7 (V1-6 Delivery/ V7 Occupation and Financial Contribution Obligation equivalent to 15% of actual costs). Delivery by Occupation of 3,500 Dwellings in Villages 1 to 7.	HCC	Through Transport Review Group, HCC S106 monitoring processes, highways team	HGGT Vision - P8, P10, P16, P17, P18 EHDP - GA1, TRA2, DEL1, DEL2 NP - AG1, AG8 GACF - OBJ. 6, 7,8, 13	
V1 and V7 Travel Hubs – *V1-6 -Delivery of final travel hub by Occupation of 1,500 Dwellings in Village 1. An initial hub will be provided on the occupation of 200 dwellings. *V2, V3, V4, V5, V6 satellite travel hubs – by 500 occupations in each Village *V7 -Interim hub delivered prior to occupation and full completed travel hub prior to the occupation of 150 dwelling	HCC	Through Transport Review Group, HCC S106 monitoring processes, highways team	HGGT Vision - P18 EHDP - GA1, TRA1, DEL1, DEL2 NP - AG1, AG8 GACF - OBJ. 6, 7,8, 13	
Site Wide GA Travel Plan including a bus strategy -V1-7 -to be produced jointly prior to first occupation/Travel Plans for V1-7, Travel plan Coordinator V1-V6, V7	HCC	Through Transport Review Group, HCC S106 monitoring processes, highways team	HGGT Vision - P16, P18 EHDP - GA1, TRA1, DEL2 NP - AG1, AG8 GACF - OBJ. 6, 7,8, 13	
Transport Review Group V1-7 Including implementation of Travel Plan and achievement of modal share target of 60% of trips by sustainable modes	HCC	HCC S106 monitoring processes, Monitoring Review Group and once set up through Transport Review Group	HGGT Vision P8, P10, P16, P17, P18 EHDP - GA1, GA2, TRA1, TRA2, DEL2 NP - AG1, AG8 GACF - OBJ. 6, 7,8, 13	

Requirement	Responsible lead body	How monitored	Strategic/local policies and objectives	Information/ updates
<p>Transport contributions:</p> <ul style="list-style-type: none"> <li>*Amwell Roundabout upgrade V1-6, V7.</li> <li>*Bus Stop contribution V1-6, V7.</li> <li>*Harlow Town Station Northern Access V1-7;</li> <li>*Harlow Town Station Cycle Capacity Improvement V1-7.</li> <li>*Off Road Walking and Cycling Link to Elizabeth Way/ Pinnacles via Parndon Mill Works V7. *Edinburgh Way/ Howard Way Junction Improvements.</li> <li>*Pye Corner Public Realm Contribution.</li> <li>*ESC Ecology Compensation Area.</li> <li>*Roydon Station – Cycle Capacity Improvements Contribution</li> <li>*London Road, Sawbridgeworth Improvements V1-7.</li> <li>*ESC Contribution.</li> <li>*CSC Contribution.</li> <li>*Garden Town/Offsite STC Network V1-7.</li> <li>*Crossing HIG Funding Repayment V1-7.</li> <li>*Alternative Projects HIG funding repayment V1-6.</li> <li>*V1-7 Bus Services Enhancement.</li> <li>*Residential Vouchers (sustainable travel incentives) V1-7.</li> <li>*Monitoring Fund contribution V1-7.</li> <li>*Sustainable Transport and Innovation (STI) Fund V1-7</li> </ul>	HCC	Through Transport Review Group, HCC S106 monitoring processes, highways team	<p>HGGT Vision - P8, P10, P16, P17, P18  EHDP - GA1, TRA1, TRA2, DEL1, DEL2  NP - AG1, AG8  GACF - OBJ. 6, 7,8, 13</p>	

Requirement	Responsible lead body	How monitored	Strategic/local policies and objectives	Information/ updates
<b>Open Space, Play and Community</b>				
Contributions: *Athletics V1-7. *Household Waste Recycling V1-7. *Library V1-7. *Playhouse Square V1-7. *Rugby V1-7. *Stort Valley V1-7. *Youth facilities V1-7. * Community Football Hub V1-6. *Bowling and tennis club V1-7. *Strategic Open Space V7. *Hertfordshire Fire and Rescue/Police V1-7. *V7 15% cost contribution towards Leisure Centre in V1-6. *Community Orchard -V1-6. *Allotments -V1-6	EHDC/HCC as appropriate	Through Monitoring Review Group and EHDC/ HCC S106 monitoring processes as appropriate	HGGT Vision - P8, P9, P10, P13, P21 EHDP - GA1, CFLR7, DEL1, DEL2 NP - C1 GACF - OBJ. 1, 5, 13	
Provision of Open Space, Strategic Open Space, Community Facilities and Public Art in accordance with S106 triggers. To comply with Certification procedures. Put in place Community User agreements.	EHDC / HCC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters	HGGT Vision - P8, P9, P10, P13, P21 EHDP - GA1, CFLR7, NE4, DES2, DEL1, DEL2 NP - AG2, AG3, AG4, AG5, AG7, LA1, TRA2, GACF - OBJ. 2, 5, 9, 10, 13	
Early Years Facilities in Village 1- 6 each up to 300m2	EHDC / HCC		HGGT Vision - P8, P9, P21 EHDP - GA1, CFLR7, DEL1, DEL2 NP - C1 GACF - OBJ. 1, 5, 13	



<b>Requirement</b>	<b>Responsible lead body</b>	<b>How monitored</b>	<b>Strategic/local policies and objectives</b>	<b>Information/ updates</b>
Early Years Facilities in Village 7 up to 550m2	EHDC / HCC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters	HGGT Vision - P8, P9, P21 EHDP - GA1, CFLR7, DEL1, DEL2 NP - C1 GACF - OBJ. 1, 5, 13	
V7 Community Facilities (up to 1060 sqm) (Class F2)	EHDC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters	HGGT Vision - P8, P9, P21 EHDP - GA1, CFLR7, DEL1, DEL2 NP - C1 GACF - OBJ. 5, 13	
V7 Community Orchard and Allotments	EHDC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters; Management Trust	HGGT Vision - P8, P9, P21 EHDP - GA1, CFLR7, NE4, DEL1, DEL2 NP - C1 GACF - OBJ. 5, 9, 13	
V7 delivery of Community Park to include Outdoor Sports and Recreational Facilities and Strategic Football Hub. To include Village Playing Field.	EHDC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters, Management Trust	HGGT Vision - P8, P9, P10, P13, P21 EHDP - GA1, CFLR7, NE4, DEL1, DEL2 NP - C1 GACF - OBJ. 5, 9, 13	
V1-7 Delivery of open space – *Natural and semi-natural green space. *Parks and Public Gardens. *Amenity Green Spaces. *Allotments (Orchards). *Play provision; NEAPs, LEAPs, LAPs - all provision prior to occupations within specific phase	EHDC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters, Management Trust	HGGT Vision - P8, P9, P10, P13, P21 EHDP - GA1, CFLR7, DES2, NE4, DEL1, DEL2 NP - AG2, AG3, AG4, AG5, AG7, LA1, TRA2, GACF - OBJ. 2, 5, 9, 10, 13	

Requirement	Responsible lead body	How monitored	Strategic/local policies and objectives	Information/ updates
<p>V1-6 Strategic Open Space provision –</p> <ul style="list-style-type: none"> <li>* Channoeks Farm Green Corridor -prior to 1,100 occupations V2.</li> <li>* Eastwick Hall Green Corridor -prior to 750 occupations of V6.</li> <li>* Eastwick Valley Green Corridor (northern zone) - prior to 500 occupations in V5 and 6.</li> <li>* Eastwick Village Buffer - prior to 750 occupations in V1.</li> <li>* Eastwick Wood Park -Stage 1 prior to 6250 occupations V1-6</li> </ul> <p>Stage 2 prior to 7300 occupations V1-6.</p> <ul style="list-style-type: none"> <li>*Fiddler's Brook Green Corridor -prior to 1400 occupations V1.</li> <li>*Gilston Fields -earlier of 100 occupations V4 or 5000 occupations V1-6.</li> <li>*Gilston Park – prior to 2100 occupations V1-6.</li> <li>* Golden Brook Riparian Corridor -Stage 1 prior to 500 occupations V3 south/Stage 2 prior to 500 occupations V3 north.</li> <li>* Golden Grove and Sayes Coppice -prior to 1000 occupations V3.</li> <li>*Home Wood -prior to x occupations V1-6.</li> <li>* Hunsdon Airfield Community Agriculture Park-Stage 1 prior to 1000 occupations V1-6.</li> </ul> <p>Stage 2 prior to 4500 occupations V1-6.</p> <ul style="list-style-type: none"> <li>*Maplecroft Wood &amp; Great Pennys Farm -prior to 1000 occupations V4</li> </ul>	EHDC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters, Management Trust	<p>HGGT Vision - P8, P9, P10, P13, P21</p> <p>EHDP - GA1, CFLR7, DES2, NE4, DEL1, DEL2</p> <p>NP - AG2, AG3, AG4, AG5, AG7, LA1, TRA2,</p> <p>GACF - OBJ. 2, 5, 9, 10, 13</p>	
V1-7 Biodiversity Net Gain	EHDC	Through Monitoring Review Group and EHDC S106 monitoring	HGGT Vision - P13, P14	

<b>Requirement</b>	<b>Responsible lead body</b>	<b>How monitored</b>	<b>Strategic/local policies and objectives</b>	<b>Information/ updates</b>
measures to be implemented to monitor Biodiversity Net Gain in line with planning conditions across the development		processes, masterplanning, reserved matters	EHDP - GA1, NE4, NE2, DEL1, DEL2 NP - AG2 GACF - OBJ. 9,10	
V1-7 Public Art – up to £886,047 V1-6 /up to £137,200 to be spent on V7 based on costed schemes	EHDC	Through Monitoring Review Group and EHDC S106 monitoring processes, reserved matters	HGGT Vision - P8, P9, P10, P13, P21 EHDP - GA1, CFLR7, DEL2 NP - C1 GACF - OBJ. 5, 13	
Delivery of: Leisure Centre. Youth facility. Health facility. All in V1-6	EHDC	Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning and reserved matters, Management Trust	HGGT Vision - P8, P9, P10, P13, P21 EHDP - GA1, CFLR7, DEL1, DEL2 NP - C1 GACF - OBJ. 5, 13	
<b>Monitoring</b>				
Monitoring contributions V1-V7	EHDC	Through Delivery and Monitoring Review Group and EHDC S106 monitoring processes	HGGT Vision - all EHDP - GA1, L3, DEL4	
<b>Planning process/compliance</b>				
Masterplans	EHDC	Through reserved matters, Delivery and Monitoring Review Group, EHDC monitoring processes, reviews, workshops, lessons learned events	HGGT Vision - all EHDC - GA1, DES1 GA Charter SPD NP - all GACF - all	
Design Codes	EHDC	Through Design Code Compliance Checklists, reserved matters,	HGGT Vision - all EHDC - GA1, DES1	

<b>Requirement</b>	<b>Responsible lead body</b>	<b>How monitored</b>	<b>Strategic/local policies and objectives</b>	<b>Information/ updates</b>
		Delivery and Monitoring Review Group, EHDC monitoring processes, reviews, workshops, lessons learned events	GA Charter SPD NP - AG6, BU1, BU4 GACF - OBJ. 1, 2, 3, 8,9	
Other discharges of conditions including sustainability and energy requirements	EHDC/HCC as appropriate	Through EHDC monitoring processes, themed reviews	Specific to each condition	
Reserved matters/ planning permissions/S73	EHDC/HCC	Through EHDC monitoring processes, site visits, lessons learned workshops and reviews, GA Quality Review Panel	Specific to each application - reference officer reports	
<b>Quality outcomes</b>				
To include built form and delivery outcomes and quality of life	EHDC/HCC	Themed reviews, workshops, lessons learned, task and finish groups, questionnaires and focus groups, HDRP, site visits	HGGT Vision - all HGGT Design Guide - all EHDP - GA1, DES1 NP - BU1, BU4 GACF - OBJ. 3, 8	

## **Appendix C: List of reference documents**

National Planning Policy Framework December 2024

HGGT Vision November 2018

HGGT Transport Strategy Autumn 2022

HGGT Design Guide November 2018

HGGT Communications and Engagement Strategy September 2021

East Hertfordshire District Plan adopted 2018

Gilston Area Concept Framework July 2018

Gilston Area Charter SPD adopted July 2020

Gilston Area Neighbourhood Plan adopted May 2021

Gilston Area Community Engagement Strategy March 2021

East Hertfordshire Planning Enforcement Plan 2021

HGGT -Your Quality of Life -Reflections and Recommendations report Jan 2023