

Hertfordshire Infrastructure & Development Board DRAFT Terms of Reference

Hertfordshire Infrastructure & Development Board (“HIDB”, “The Board”) is an unincorporated partnership of Councils, developers, partner agencies, and enablers in Hertfordshire.

Hertfordshire Growth Board & Key Objectives

Formed in 2018, Hertfordshire Growth Board brings political, civic, health and business leadership together to take a long-term place leadership perspective for Hertfordshire’s growth. The Growth Board is a statutory body that speaks for Hertfordshire and operates with the aim to deliver the high-quality, sustainable and inclusive places and infrastructure needed by our residents and businesses over the next 15 years and beyond.

A history of partnership working has been formalised through the Growth Board, which comprises the County Council, Hertfordshire’s 10 district and borough councils, Hertfordshire Local Enterprise Partnership, the Integrated Care System and Homes England, and its main purpose is to plan appropriately and respond effectively to key challenges through strong, clear leadership and governance.

The scale of growth facing Hertfordshire is significant and up to 100,000 new homes will be built and around 100,000 new jobs created by the mid-2030s, as our population grows. The Growth Board is perfectly placed to ensure that this hugely significant long-term countywide development is delivered in a fully collaborative and planned way so that sustainable, well-designed and thriving communities are created, maintained and strengthened, while our environment is respected and nurtured.

Supporting Hertfordshire’s economic recovery is also critical, and the Growth Board will be instrumental in supporting the growth of our key economic sectors, influencing the pace of delivery and the quality of development in the county, with our long-term place-based vision informed by our communities.

The Hertfordshire Infrastructure & Development Board is a subsidiary group of the Growth Board, and its key objectives are:

- Unlocking barriers to the delivery of high quality, new and sustainable, development across the County
- Working in partnership to deliver an economic recovery and resilience post-pandemic
- Encouraging regional growth and inward investment to Hertfordshire

The benefits of being a member of HIDB include:

- An effective communication channel between the private and public sectors to remove barriers to growth and bring about sustainable and deliverable development including the homes, employment and infrastructure Hertfordshire needs.
- The opportunity to play a part in the growth of HIDB to deliver future prosperity to the County within the Government's localism agenda / structures and under the "new normal" operating environment post Covid-19.
- Working with senior decision makers to promote joint working at local authority, county and regional level.
- Quarterly meetings or more frequently as required, providing an excellent opportunity for networking and presentations on legal matters, planning, the environment, sustainability and design, as well as learning from other developers' experiences and exchanging useful contacts.

Key themes

- Information exchange, regular market intelligence, feedback and sector advice
- Taking soundings on Growth Board and partners work e.g., joint and local plans, delivery of infrastructure and development
- Positive engagement and influence with the sector in the delivery of sustainable, good growth and placemaking (and growth board programmes)
- Working towards net zero/positive carbon placemaking through innovation and modern methods of construction
- Feedback from the sector on barriers to delivery and closer working with the sector on joint advocacy with/to HM Government
- Improved access to senior decision makers from the Hertfordshire Growth Board

External Liaison and working arrangements

The Board will be an independent body supported by the Hertfordshire Growth Board, Hertfordshire Local Enterprise Partnership, Hertfordshire County Council and local authorities across the County. In addition, the Board will seek the support and engagement from relevant parts of government, particularly DLUHC (formerly MHCLG) and Homes England, who can assist in the delivery of key strategic objectives.

Membership

Developers, house builders, contractors, land promoters, agents, property lenders and investors, utility companies, solicitors, housing associations (both "for profit" and "not for profit") and other organisations involved in the delivery of high-quality development, Hertfordshire County Council and Hertfordshire district authorities

with the support of Department of Levelling Up, Homes and Communities, Homes England and the Hertfordshire Local Enterprise Partnership. All those with an interest in construction, development, infrastructure and regional growth in Hertfordshire.

Member subscriptions are based on the number of employees in an organisation, with rates set for 2021/22 as follows:

0 – 20 employees:	£500.00 + VAT
21 – 49 employees:	£1,500.00 + VAT
50+ employees:	£3,000.00 + VAT

Declarations of interest

All members must give a declaration of interest at the beginning of the meeting in relation to any specific agenda items where it might be considered they have an interest.

Election of the Chair

The Chair will be appointed by the Hertfordshire Growth Board for a period of one year and is solely responsible for the management of the meetings and stimulation of discussion on key topics. Thereafter chairing arrangements will be agreed by the partners.

The Chair for 2021/22 is: **Councillor Linda Haysey (Leader, East Hertfordshire District Council)**

In addition to the appointment of a Chair, member organisations will be able to sponsor quarterly meetings, and as one benefit of this they will be able to nominate a co-chair for the purposes of that meeting. The Co-Chair will begin the meeting with a presentation of up to ten minutes on a topic of their suggestion¹, will have a pre-meet with the constituent Growth Board partners and will be able to invite up to three more attendees from their organisation to attend. The Co-Chair element is ceremonial but provides prominence to the chosen sponsor at the quarterly meeting.

Meeting arrangements

¹ The partners retain the right to review proposals under the sponsorship arrangements where this would be in conflict with the objectives of the HIDB and the work of the Growth Board

The group will meet quarterly (or more frequently as required) in-person or virtually. In person meetings will include, where practicable, a remote streaming function for those who are unable to attend.

A HIDB Working Group has been established, made up of MPC, Curtin & Co. and representatives of the Hertfordshire Growth Board, to administer the programme of events, make key decisions and ensure the smooth running of the Board. The working group will also review membership subscriptions annually in November.

Meetings will be themed around specific development and delivery issues such as (but not limited to) skills / training, Climate Change / Zero Carbon, Building Garden Communities, Duty to Cooperate, devolution, viability, Homes England funding, specialist housing provision and healthcare.

Funding and operational matters

Hertfordshire Infrastructure & Development Board Limited will act as the vehicle through which member subscriptions will be paid. It will also be responsible for the payment of suppliers and other administrative costs as required.