# Appendix B: Monitoring Matrix - Interim Update July 2025

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 table Neighbourhood Plan = NP and GA Concept Framework = GACF

| **Requirement** | **Responsible lead body** | **How monitored** | **Strategic/local policies and objectives** | **Information/****updates** |
| --- | --- | --- | --- | --- |
| **Housing** |
| 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 split50/50 split on any review mechanism surplus  | EHDC | Reserved matters, Annual Monitoring Scheme reports from developers, Village Housing Schemes S106/housing team monitoring activities  | HGGT Vision - P9, P10, P21EHDP - GA1, HOU3, DEL2NP - AG1, BU1GACF - OBJ. 1, 3, 5 |  |
| 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 Schemes, monitoring activities of Council | HGGT Vision - P9, P10, P21EHDP - GA1, HOU8, DEL2NP- AG1, BU1GACF – OBJ. 1, 3, 5 |  |
| 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, P21EHDP - GA1, HOU6, DEL2NP- AG1, BU1GACF – 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, P21EHDP - GA1, HOU7, DEL2NP - AG1, BU1GACF - 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, P21EHDP - GA1, HOU3, 6, 7, 8, DEL2NP - AG1, BU1GACF - OBJ. 1, 3 |  |
| 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, P21EHDP - GA1, HOU3NP - AG1GACF - OBJ. 1, 3 |  |
| Gypsy/ traveller provision – V1-6 -Serviced Land for 7 G&T pitches to be safeguarded to the north of V4V1-6 -Serviced Land for 8 Plots for Travelling Showpeople to be safeguarded in Village 6V7 -Serviced Land for 8 G&T Pitches to be safeguarded To comply with marketing and delivery strategy  | EHDC | Masterplans, Reserved matters, Annual Monitoring Scheme reports from developers, monitoring activities of Council | HGGT Vision - P9, P10, P21EHDP - GA1, HOU9, DEL2NP - AG1GACF - OBJ. 1, 3 |  |
| Quantum of housing overall -up to 8500 on V1-6, up to 1500 on V7 | EHDC | Masterplans, Reserved matters, Annual Monitoring Scheme reports from developers, Village Housing Schemes, monitoring activities of Council | HGGT Vision - P9, P10, P21HGGT - GA1NP - AG1GACF - OBJ. 1, 3 |  |
| **Stewardship and Governance**  |
| Set up GA Community Management Trust/Shadow Group/Community Interest Company Prepare submit and agree outline and detailed business plansProvide initial endowment funding as 15% cost contribution for V7Monitoring Strategy  | EHDCV1-6 ownerUnless V7 proceeds first in which case V7 ownerV7 ownerV1-6 ownerUnless V7 proceeds first in which case V7 owner | Through Monitoring Review Group/EHDC S106 monitoring processes  | HGGT Vision - P9, P10, EHDP - GA1, DEL2NP - D1, D2GACF - OBJ. 12 | May 2025 – Shadow Group establishedJuly 2025 – Interim Outline Business Plan submitted |
| **Education** |
| 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, P21EHDP - GA1, CFLR10, DEL1, DEL2NP - AG1, C1GACF - 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, P21EHDP - GA1, CFLR10, DEL1, DEL2NP - AG1, C1GACF - 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, P21EHDP - GA1, CFLR10, DEL1, DEL2NP - AG1, C1GACF - 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, P21EHDP - GA1, CFLR10, DEL1, DEL2NP - AG1, C1GACF - 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, P21EHDP - GA1, CFLR10NP - AG1, C1GACF - OBJ. 1,13 | July 2025 – Education Review Group established |
| 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, P21EHDP - GA1, CFLR10, DEL1, DEL2NP - AG1, C1GACF - OBJ. 1,13 |  |
| **Local Labour** |
| 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, P22EHDP - GA1, DEL2NP - BU2, BU3GACF - OBJ. 1 | In progress |
| 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, P22EHDP - GA1, DEL2NP - BU2, BU3GACF - 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, P22EHDP - GA1, DEL2NP - BU2, BU3GACF - OBJ. 1 |  |
| **Commercial Floorspace**  |
| 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, P22EHDP - GA1, DEL2NP - BU2, BU3GACF - 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, P22EHDP - GA1, DEL2NP - BU2, BU3GACF - 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, P22EHDP - GA1, DEL2NP - BU2, BU3GACF - OBJ. 1 |  |
| 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, P22EHDP - GA1, DEL2NP - BU2, BU3GACF - 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, P22EHDP - GA1, DEL1, DEL2NP - C1GACF - OBJ. 1, 5, 13 |  |
| **Transport**  |
| V1-7 -Access points and highways link roads -delivery secured by conditions. These are set out individually in the infrastructure section of Appendix A | HCC | Through Transport Review Group, HCC S106 monitoring processes, highways team  | HGGT Vision - P8, P10, P18EHDP - GA1, GA2, TRA2, DEL1, DEL2NP - AG1, AG8GACF - OBJ. 6, 7,8, 13  |  |
| Road adoption processes V1-7 | HCC | Through Transport Review Group, HCC S106 monitoring processes, highways team, masterplans, reserved matters  | HGGT Vision - P8, P10, P18EHDP - GA1, TRA2, DEL2NP - AG1, AG8GACF - OBJ. 6, 7,8, 13  |  |
| ESC Ecology Compensation Area V1-7.(V1-6 Delivery/ V7 Occupation and Financial Contribution Obligation equivalent to 15% of actual costs) -delivery by 1500 dwellings in V1-7 | HCC | Through Transport Review Group, HCC S106 monitoring processes, highways team,  | HGGT Vision - P13, P14EHDP - GA1, DEL2 NP - AG1GACF - OBJ. 2, 10 |  |
| 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, P18EHDP - GA1, TRA2, DEL1, DEL2NP - AG1, AG8GACF - 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 - P18EHDP - GA1, TRA1, DEL1, DEL2NP - AG1, AG8GACF - 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, P18EHDP - GA1, TRA1, DEL2NP - AG1, AG8GACF - OBJ. 6, 7,8, 13  |  |
| Transport Review Group V1-7Including 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, P18EHDP - GA1, GA2, TRA1, TRA2, DEL2NP - AG1, AG8GACF - OBJ. 6, 7,8, 13  |  |
| Transport contributions: \*Amwell Roundabout upgrade V1-6, V7. \*Bus Stop contribution V1-6, V7.\*Harlow Town Station Northern Access V1-7; \*Harlow Town Station Cycle Capacity Improvement V1-7. \*Off Road Walking and Cycling Link to Elizabeth Way/ Pinnacles via Parndon Mill Works V7. \*Edinburgh Way/ Howard Way Junction Improvements. \*Pye Corner Public Realm Contribution.\*ESC Ecology Compensation Area.\*Roydon Station – Cycle Capacity Improvements Contribution\*London Road, Sawbridgeworth Improvements V1-7.\*ESC Contribution.\*CSC Contribution.\*Garden Town/Offsite STC Network V1-7.\*Crossing HIG Funding Repayment V1-7.\*Alternative Projects HIG funding repayment V1-6.\*V1-7 Bus Services Enhancement. \*Residential Vouchers (sustainable travel incentives) V1-7.\*Monitoring Fund contribution V1-7.\*Sustainable Transport and Innovation (STI) Fund V1-7  | HCC | Through Transport Review Group, HCC S106 monitoring processes, highways team | HGGT Vision - P8, P10, P16, P17, P18EHDP - GA1, TRA1, TRA2, DEL1, DEL2NP - AG1, AG8GACF - OBJ. 6, 7,8, 13  |  |
| **Open Space, Play and Community**  |
| 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, P21EHDP - GA1, CFLR7, DEL1, DEL2NP - C1GACF - 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, P21EHDP - GA1, CFLR7, NE4, DES2, DEL1, DEL2NP - 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, P21EHDP - GA1, CFLR7, DEL1, DEL2NP - C1GACF - OBJ. 1, 5, 13 |  |
| 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, P21EHDP - GA1, CFLR7, DEL1, DEL2 NP - C1GACF - 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, P21EHDP - GA1, CFLR7, DEL1, DEL2NP - C1GACF - 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, P21EHDP - GA1, CFLR7, NE4, DEL1, DEL2NP - C1GACF - 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, P21EHDP - GA1, CFLR7, NE4, DEL1, DEL2NP - C1GACF - 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, P21EHDP - GA1, CFLR7, DES2, NE4, DEL1, DEL2NP - AG2, AG3, AG4, AG5, AG7, LA1, TRA2, GACF - OBJ. 2, 5, 9, 10, 13 |  |
| V1-6 Strategic Open Space provision –\* Channocks Farm Green Corridor -prior to 1,100 occupations V2.\* Eastwick Hall Green Corridor -prior to 750 occupations of V6.\* Eastwick Valley Green Corridor (northern zone) - prior to 500 occupations in V5 and 6.\* Eastwick Village Buffer - prior to 750 occupations in V1.\* Eastwick Wood Park -Stage 1 prior to 6250 occupations V1-6Stage 2 prior to 7300 occupations V1-6.\*Fiddler's Brook Green Corridor -prior to 1400 occupations V1.\*Gilston Fields -earlier of 100 occupations V4 or 5000 occupations V1-6.\*Gilston Park – prior to 2100 occupations V1-6.\* Golden Brook Riparian Corridor -Stage 1 prior to 500 occupations V3 south/Stage 2 prior to 500 occupations V3 north.\* Golden Grove and Sayes Coppice -prior to 1000 occupations V3.\*Home Wood -prior to x occupations V1-6.\* Hunsdon Airfield Community Agriculture Park-Stage 1 prior to 1000 occupations V1-6. Stage 2 prior to 4500 occupations V1-6.\*Maplecroft Wood & Great Pennys Farm -prior to 1000 occupations V4  | EHDC | Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters, Management Trust  | HGGT Vision - P8, P9, P10, P13, P21EHDP - GA1, CFLR7, DES2, NE4, DEL1, DEL2NP - AG2, AG3, AG4, AG5, AG7, LA1, TRA2, GACF - OBJ. 2, 5, 9, 10, 13 |  |
| V1-7 Biodiversity Net Gain measures to be implemented to monitor Biodiversity Net Gain in line with planning conditions across the development | EHDC | Through Monitoring Review Group and EHDC S106 monitoring processes, masterplanning, reserved matters  | HGGT Vision - P13, P14EHDP - GA1, NE4, NE2, DEL1, DEL2NP - AG2GACF - 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, P21EHDP - GA1, CFLR7, DEL2NP - C1GACF - 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, P21EHDP - GA1, CFLR7, DEL1, DEL2NP - C1GACF - OBJ. 5, 13 |  |
| **Monitoring** |
| Monitoring contributions V1-V7 | EHDC | Through Delivery and Monitoring Review Group and EHDC S106 monitoring processes  | HGGT Vision - all EHDP - GA1, L3, DEL4 |  |
| **Planning process/compliance** |
| Masterplans  | EHDC | Through reserved matters, Delivery and Monitoring Review Group, EHDC monitoring processes, reviews, workshops, lessons learned events | HGGT Vision - allEHDC - GA1, DES1GA Charter SPDNP - allGACF - all  | April 2025 - SLMP submittedMay 2025 - V1MP in draftFeb 2025 - V7MP submitted |
| Design Codes | EHDC | Through Design Code Compliance Checklists, reserved matters, Delivery and Monitoring Review Group, EHDC monitoring processes, reviews, workshops, lessons learned events | HGGT Vision - allEHDC - GA1, DES1GA Charter SPDNP - AG6, BU1, BU4GACF - OBJ. 1, 2, 3, 8,9 | April 2025 - SLMP submittedMay 2025 - V1MP in draftFeb 2025 - V7MP submitted |
| Other discharges of conditions including sustainability and energy requirements  | EHDC/HCC as appropriate  | Through EHDC monitoring processes, themed reviews  | Specific to each condition | See Table 1 |
| 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  | See Table 1 |
| **Quality outcomes**  |
| 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 - allEHDP - GA1, DES1NP - BU1, BU4GACF - OBJ. 3, 8 |  |