

**30 August 2018
St George's
Advisory Group Meeting Actions**

St George's Advisory Group Meeting Actions

ATTENDANCE

Cllr Oliver Hemsley	-	Leader, Rutland County Council
Cllr Gordon Brown	-	Deputy Leader and Portfolio Holder, Rutland County Council
Cllr Gale Waller	-	County Councillor, Rutland County Council
Cllr Gary Conde	-	County Councillor, Rutland County Council
Cllr Kenneth Bool	-	County Councillor, Rutland County Council
Cllr Edward Baines	-	County Councillor, Rutland County Council - Apologies
Helen Briggs	-	Chief Executive, Rutland County Council
Andrew Edwards	-	Head of Property Services, Rutland County Council
Holly Bremner	-	Rutland County Council
Steve Pearce	-	RegenCo
Nick Appleby	-	Edith Weston Parish Council
Paul Boggust	-	Edith Weston Parish Council
Andrew Johnson	-	Morcott Parish Council
Simon Aley	-	Manton Parish Council
Daniel Bottomley	-	Oakham Town Council
Neil Newton	-	Empingham Parish Council
Norman Plummer	-	Barleythorpe Parish Council
Paul Cummings	-	North Luffenham Parish Council
Susan Seed	-	South Luffenham Parish Council
Miranda Jones	-	Uppingham Town Council
Mary Cade	-	Ketton Parish Council
Christopher Renner	-	Normanton Parish Meeting

ACTIONS CAPTURED

Ref	Action	By Whom	Date Raised	Date Due	Comments
SGAG – AP6	SP to investigate South Luffenham email addresses for the distribution of the minutes.	SP	30/08/18	ASAP	
SGAG – AP7	Holly Bremner to ensure the St Georges website link is on the front page of the RCC website	HBR	30/08/18	ASAP	

Key items for the record (minutes)

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Agenda 4 – Minutes 22nd June 2018

- Mr Johnson asked if Mr Pheasant's comments that had been sent via email had been received and discussed. Mrs Briggs would discuss this with Stacey Potter.
- Ms Seed stated that the minutes had not been received by South Luffenham Parish. Stacey Potter would investigate this.
- The draft minutes from the meeting which took place on Monday 23rd July were agreed.

Agenda Item 5 – Update

Ministry of Defence (MOD)

- Mr Mark Bennett advised the group that there were no updates from the MOD or Defence Infrastructure Organisation (DIO).
- Mr Paul Cummings asked if the closure for St George Barracks had lapsed. Mr Bennett stated that as far as the DIO were aware this was still intended for 2021.

Employment Workshop

- Mrs Briggs advised the group that an employment workshop took place at Rutland County Council (RCC) offices. This was aimed at the larger businesses of Rutland. 12/14 businesses attended.
- Mrs Briggs explained that the objective of the workshop was:-
 - To update businesses on the St George's project;
 - Understand their direction of travel;
 - What was important for the businesses in regards to supporting their growth;
 - Exploring what would attract inward investment to the site.
- The businesses were supportive in principle and the below feedback was received:-
 - The employment site was possibly too small;
 - Support the increase of workforces;
 - Affordable housing was a key focus in regards to staffing requirements going forward;
 - Keen to see how the Highways and Transportation issues would evolve;
 - Good opportunity for attracting staff;
 - Some businesses interested in the site for own use.
- Cllr Gale Waller asked if the businesses invited were solely from Rutland. Mrs Briggs explained that they were from Rutland but had business interests elsewhere in the country.
- Mr Johnson asked which employers attended. Mrs Briggs stated that Rutland

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Plastics, Hanson Cement, Lands' End, C.S.Ellis, Linecross, Anglian Water and some Hospitality businesses attended. Health providers were also targeted but were unable to attend. Information had been received from them in regards to a recent recruitment exercise where they explained the struggle to recruit across all positions.

- Cllr Gary Conde stated that as Hanson were in attendance was this a possible conflict of interest due to the mineral extraction. Cllr Oliver Hemsley explained that Hanson were invited along with the other businesses to discuss business need so this was not a conflict of interest.
- Mr Cummings asked if the minutes from the workshop would be made available. Mrs Briggs explained that a press release had been issued and due to the nature of the discussions including the future of the businesses and their growth, this would be sensitive information.
- Mr Nick Appleby asked if the businesses that attended were in agreement to the home working concept. Mrs Briggs stated that this concept was favoured as a lot of the businesses relied on homeworking.
- Mr Neil Newton asked if the businesses that attended were interested in the employment space or housing. Cllr Hemsley and Mrs Briggs both stated that some of the businesses were interested in influencing the employment space but a key factor for the businesses was the housing element as they felt this would solve their recruitment struggles.
- Cllr Conde expressed the importance of social housing on the site and stated that shared ownership was considerably more expensive than social housing.
- It was discussed amongst the group the importance of the need for employment to come before housing and for the employment opportunities to be made more apparent. Cllr Gale Waller requested that the creative industry be explored due to the attraction to younger people.

Agenda Item 6 – Housing Infrastructure Fund

- As previously announced RCC had been successful in the first round of the Housing Infrastructure Fund (HIF). RCC were now required to co-design the business case with the Ministry of Housing, Communities & Local Government (MHCLG) for the next stage of the fund.
- RCC had their first meeting with Homes England, Highways England and the MOD and Mrs Briggs explained that RCC had a clearer idea of what was required. Mrs Briggs stated that RCC were aiming for 3rd December submission date for the HIF business case.
- Mr Newton asked if there was a minimum number for housing to be able to access the HIF fund. Mrs Briggs stated that no minimum was stated but had to stack up in terms of viability.
- A discussion took place in regards to the Section 106/Community Infrastructure Levy and the HIF funding.
- Mr Cummings asked if the HIF funding was specific to the St George's site. Mrs Briggs explained that in terms of housing the HIF fund was specific to St Georges and the Officers Mess. In terms of infrastructure the HIF fund would include implications on the road network, public transport, and utilities within the local and

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wider community.

- With the proposed HIF Business Case and the final housing numbers being taken to Council for approval on 26th November and then submitted to the HIF on 3rd December, Cllr Conde asked if this was allowing enough time if changes needed to be made. Mrs Briggs stated that the HIF Business could be taken to the next submission date in March 2019 but this would have implications including the delay of the Local Plan process.

Agenda Item 7 – Employment – Mr Simon Aley (Manton)

- The below question was received by Mr Aley.
 - **Can RCC outline what progress has been made in attracting potential businesses/jobs to the site. What confidence do you have in meeting the commitment to find sufficient jobs at SGB to ensure that the site is sustainable as proposed in the consultation documents.**
- Mr Aley also expressed his concern over the size of the employment area only being 14 hectares.
- Mrs Briggs explained that it was still too early and that the project was not advanced enough. However RCC had been engaging with the Business Enterprise Innovation to understand how they attracted inward investment. This was achieved by attending international events and being in contact with several countries across the world discussing the potential business opportunities within the UK. Mrs Briggs stated that the St George's was on their list and some pre-marketing had been undertaken. This however was difficult due to no planning permission having yet been granted, the site was not yet within the Local Plan and the site had not yet been vacated. RCC had been approached already by several businesses outside of the County in regards to the site. Mrs Briggs stated that the profile of the site was now regional and beyond regional due to the expressions of interest being received.
- Cllr Gale Waller what the employment assessment would be based on once undertaken. Mrs Briggs stated that this would look at the number of estimated houses and factor in the estimate for 1 job per household on the St George's site. A discussion took place in regards to the acreage and the number of jobs per household.

Agenda Item 8 – Housing Need (OAN) – Mr Neil Newton

- A document was tabled at the meeting by Mr Newton in regards to housing need.
- Mr Newton asked the below question.
 - **When will Rutland Councillors decide whether they want Rutland to grow organically or expand massively? What arguments are the Councillors going to adopt when the site gets to the planning submission/examination stage that are compelling to have such a massive excess of houses over and above what the Government expects of the Authority.**

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- Cllr Gordon Brown stated that historically Local Authorities were required to go out and obtain a Strategic Market Housing Assessment. RCC's was done on a sub-regional basis including South Kesteven, Rutland, Peterborough and Boston. The assessment over the last 4 years produced a range of 150 – 171. Cllr Brown explained that the new National Planning Policy Framework (NPPF) is clear and states to use the new formulate approach except those compelling reasons not to. Cllr Brown stated that many Local Plan's objectively assessed needs are well below the formula identified in the new NPPF. Rutland's objectively assessed needs states that Rutland County needs to do more. The number is based on the average house price and income. Cllr Brown explained that Rutland has a high proportion of people who have retired to Rutland with high pensions and a high number of people who are well paid which makes the average income for Rutland artificially high and the prices high which does not give you the actual assessed need for Rutland. Cllr Brown stated that 160 was the right number for Rutland under the old methodology. This was done prior to St George's. Cllr Brown advised that Rutland had a demographic problem in its younger age group and housing needed to be provided for that group. Cllr Waller asked if the 160 was a figure across the other Authorities. Cllr Brown stated this was purely for Rutland.
- A discussion took place in regards to the Quarry Farm site. Quarry Farm has 600 dwellings earmarked within the Rutland boundary. Cllr Brown and Mrs Briggs stated that the 600 dwellings would not work without the other part of the development due to not having the necessary infrastructure in place to support. Mrs Briggs explained that it was in Rutland's best interests to work around the duty to co-operate to make sure that the school provision and the road network provision was appropriate for the whole of the site and not just Rutland.
- A discussion took place in regards to the objectively assessed need and the numbers. Cllr Brown stated that Mr Steve Ingram, Strategic Director for Places was deeply involved in the Local Plan process and was the President of the Local Authority Planning Association. Mrs Briggs suggested that Mr Ingram attend the next St George's Advisory Group.
- Cllr Brown stated that the Strategic Housing Market Assessment (SHMA) states that Rutland requires 80% of 2/3 bedroom homes and does not have a requirement for 5/6 bedroom homes.
- Mr Aley asked for a guarantee from RCC that it was not RCC's intention to provide (additionally to St George's) housing to meet housing needs requirement of Local Authority's beyond the boundaries of Rutland. Cllr Brown stated that he was not aware of any requests from other Local Authorities on Rutland boundaries for extensions to their requirements.

Agenda Item 9 – Consultation – Future Housing Need in Uppingham and Oakham and Windfall Developments – Mr Paul Cummings

- Mr Paul Cummings stated that his concern was related to the proposal in the paper to take away the housing that was in the previous plan for Oakham, Uppingham and the surrounding villages. Mr Cummings stated that in every village there was a need for windfall developments. Cllr Brown stated that RCC are not

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saying that windfall developments had been stopped. RCC were saying that windfall would not count towards housing numbers and this was because these were depleting in villages. Mrs Briggs stated that RCC had to be specific in the Local Plan in regards to sites as the Inspector would no longer accept windfall sites. Mr Bottomley from Oakham Town Council explained that a lot of his constituents stated that there was not enough housing in the County.

- Mr Cummings asked if the County were in a position to identify how many houses were going to be required up until 2036, how much of this was accounted for in the draft plan and therefore would RCC be restricting growth beyond. Cllr Brown stated that the NPPF is pro-growth so RCC could not stop this but planning policies are created to make sure the houses are in the right place and size etc.
- A discussion took place in regards to the percentage of CIL money that is received dependant on whether villages had a Neighbourhood Plan.
- Cllr Waller asked if the Local Plan stated a certain number of houses for a village would the village's neighbourhood plan be able to specify more. Cllr Brown stated that this was correct as the figures within the Local Plan were minimum figures but this would have to be taken through the call for sites etc.

Agenda Item 10 – Timing of the full Heritage, Habitat and Ecological Surveys to inform the Masterplan - Mr Paul Cummings

- Mr Cummings stated that Sue Timms, the County ecologist has provided very clear and specific guidance on future surveys that will be needed to inform the final master planning document.
 - She advises that a Detailed Extended Phase 1 habitat survey is needed, to identify and map the most species-rich areas meeting Local Wildlife Site criteria, calcareous grasslands (including areas of potential for creation and enhancement) and locations of rare/notable plants such as Knapweed Broomrape. This should be completed in June/July 19. In addition, a Detailed Phase 2 surveys of these areas including botanical and invertebrate surveys is needed. An important factor to bear in mind is the limited survey window for some species surveys and for the detailed extended Phase 1 habitat survey of the grasslands, which should take place over late spring to early autumn.
 - In sum, the window of opportunity for these surveys was missed in 2018 and cannot be completed to inform the proposed masterplan.
 - In addition the Masterplan will need to include full Heritage, Archaeological surveys and Geographic survey reports. In parallel to this, to update the Local Plan, Habitat Regulations Assessment of this site together with a revised Sustainability Appraisal are needed, which if not included in the revised plan will inevitably lead to legal challenge.
- Mr Cummings asked that bearing in mind the work needed to prepare and analyse all of these reports how do you see them being integrated within the Masterplan in time for its initial publication in a month's time? Mrs Briggs explained that the masterplan was an evolving document and that work would continue to be carried

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out up until 26th November 2018. More work needed to be done in regards to the historical issues, archaeology and ecology etc. Mrs Briggs explained that some of this was to support the inclusion of the site within the Local Plan and also in regards to the HIF business case. The works had been commissioned and were underway.

- Mr Bottomley asked if the site was Free From Explosives (FFE). Mr Mark Bennett stated that this had not been carried out as of yet. Mrs Briggs stated that there were areas that had been identified that would need decontamination.
- Mrs Briggs stated that any surveys undertaken would be available on the website once they had been checked with the MOD and proof read. Some confidential information including certain wildlife/fauna would not be available.

Agenda Item 11 – Timetable for Masterplan - Mr Paul Cummings

- The Advisory Group appeared to have been cut out of the process with the next meeting being the day before the Masterplan was to be presented to Cabinet. Cllr Hemsley stated that an additional St George's Advisory Group could be held on 13th September as a one item agenda to discuss the masterplan. This was agreed.
- Mr Cummings stated that there was concerns among the local parishes about the timescale of publishing the master plan when it was apparent of the gaps within it. Mrs Briggs explained that there was still scope for the masterplan to change after 26th November and that it was evolving.
- Cllr Waller asked if at the meeting on 13th September the Group could be made aware of things within the masterplan that could not be or will not be changed. Cllr Waller stated that there must be some givens in regards to the HIF fund. Mrs Briggs stated that if Homes England did not think RCC's bid (co-designed with Homes England) was going to be successful they would state this straight away. Cllr Waller asked if Homes England had stated how many houses they were expecting to see on the St George's site. Mrs Briggs stated that Homes England had not given any indication.
- Mrs Briggs stated that in July 2018 MHCLG had released the Garden Communities prospectus. The prospectus leant more to larger villages and were looking for communities greater than 10,000. Mrs Briggs had asked MHCLG if the scale of St Georges was a problem for the Garden Communities project and they responded stating that this was not, due to the project being so different and the public/public partnership. RCC would likely submit an expression of interest and the closing date was 9th November. Mrs Briggs suggested that this would be taken to the October St George's Advisory Group.

Agenda Item 12 – National Planning Policy Framework - NPPF

- To be deferred to a meeting where Mr Steve Ingram was in attendance.

Agenda Item 13 – Communications

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- Mrs Holly Bremner explained that the communications team were currently supporting the promotion of the Local Plan consultation. This was being done via Council social media channels, Council publications and the local press.
- A press release had been published in regards to the employment workshop and this had also been passed onto local press.
- In September/October 2018 feedback would be produced in regards to how local people's views were shaping for the St George's evolving master plan.
- The Officer's Mess design competition would be introduced in October 2018.
- Mrs Bremner asked the Group if it would be helpful to produce some key messages from the Advisory Group meetings to local residents. The Group would be able to input to this before it was released.

Agenda Item 14 – Community Facilities

- Mrs Briggs explained that a meeting had taken place on 30th August 2018 in regards to the Community Facilities that would be available on the St George's site. The meeting involved Officers and Cabinet Members and the purpose of the meeting was to start off discussions on what facilities would work. An outcome of the meeting was whether a small number of Advisory Group representatives could be a part of the meeting. Cllr Conde volunteered and also suggested Cllr Waller. Cllr Waller stated that it would be vital that North Luffenham and Edith Weston be involved.

Agenda Item 15 – Officers Mess

- Mr Andrew Edwards explained to the Group that the Officer's Mess project involved RCC fully acquiring the site and developing 70 units led by RCC. Mr Edwards stated that there was 5 phases to the site.
 - Acquisition of the site;
 - Site Investigations/Risk Mitigations;
 - Appointment of a Design Consultant and Design Development;
 - Appointment of Development Contractor
 - Marketing

Phases 1 through to 3 were currently underway. Legal due diligence had been completed on the site, initial concepts were currently under consideration, an asbestos survey had been provided to RCC by the MOD and RCC were currently testing the financial models for the site.

- Mr Cummings asked what the design competition was. Mr Edwards explained that RCC would invite designers to put forward proposals to meet the requirements of the development brief. Part of the submissions would be the provision of outline plans, elevations and drawings so that RCC would see the standards being proposed. The proposals would be made available so comments could be sought.
- Cllr Conde asked who would make the final decision on the design. Mr Edwards stated that comments would be sought via groups like the Advisory Group, the business case would be looked at thoroughly and then this would be discussed at

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the Officers Mess Project Board who would then make a recommendation to Cabinet and Council.

- Mr Nick Appleby asked how the design proposals would be made available to the public. Mr Edwards explained that the tendering process was a 2 stage process. The first stage would be the design teams answering questions in regards to past experience etc. If the standards were met the designers would then be invited to submit drawings. These would then be scrutinised to ensure compliancy. There would then be a series of public presentations.
- Mr Appleby advised the Group that Edith Weston Parish Council had a response to the naming of the site. Edith Weston Parish Council supported by village opinion surveys and other local interest Parish Council's see the Officers Mess site as an integrated part of the St Georges Barracks development rather than a standalone project as such they see no need for it to be identified by a separate named other than perhaps St Georges Barracks Phase 1. A discussion took place in regards to this and this would be discussed at the next St George's Project Board.

OPEN ACTIONS FROM PREVIOUS MEETINGS

Ref	Action	By Whom	Date Raised	Date Due	Comments

CLOSED ACTIONS

Ref	Action	By Whom	Date Raised	Due Date	Update
SGAG – AP1	Helen Briggs to make the changes to the TOR as discussed.	HB	23/07/18	ASAP	

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Ref	Action	By Whom	Date Raised	Due Date	Update
SGAG – AP2	Stacey Potter to make the Officers Mess a standing agenda item	SP	23/07/18	Next Meeting	
SGAG – AP3	Stacey Potter to add the NPPF to the next agenda	SP	23/07/18	Next Meeting	
SGAG – AP4	RCC to investigate the potential of the Group attending a tour of St George's.	RCC	23/07/18	Next Meeting	
SGAG – AP5	Stacey Potter to populate diaries with the next St George's Advisory Group meetings	SP	23/07/18	ASAP	