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Rutland County Council

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Meeting: CABINET

Date and Time: Tuesday, 21 March 2017 at 9.30 am

Venue: COUNCIL CHAMBER, CATMOSE

Corporate support Officer to contact: Marcelle Gamston 01572 720922
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A G E N D A

APOLOGIES FOR ABSENCE

1) **ANNOUNCEMENTS FROM THE CHAIRMAN AND/OR HEAD OF THE PAID SERVICE**

2) **DECLARATIONS OF INTEREST**

In accordance with the Regulations, Members are required to declare any personal or prejudicial interests they may have and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

3) **RECORD OF DECISIONS**

To confirm the Record of Decisions made at the meeting of the Cabinet held on 21 February 2017.

4) **ITEMS RAISED BY SCRUTINY**

To receive items raised by members of scrutiny which have been submitted to the Leader (copied to Chief Executive and Democratic Services Officer) by 4.30 pm on Friday 17 March 2017

REPORTS OF THE DIRECTOR FOR PLACES (DEVELOPMENT AND ECONOMY)

5) HOUSING AND HOMELESSNESS STRATEGY 2017-22 (KEY DECISION)

Report No. 56/2017
(Pages 5 - 58)

6) A1 ENGLAND TOURISM BID

Report No. 63/2017
(Pages 59 - 66)

7) LANGHAM NEIGHBOURHOOD PLAN

Report No. 57/2017
(Pages 67 - 166)

REPORTS OF THE DIRECTOR FOR PLACES (ENVIRONMENT, PLANNING AND TRANSPORT)

8) TREE MAINTENANCE CONTRACT (KEY DECISION)

Report No. 58/2017
(Pages 167 - 170)

9) HIGHWAY INSPECTION POLICY REVIEW (KEY DECISION)

Report No. 59/2017
(Pages 171 - 192)

10) EXCLUSION OF THE PRESS AND PUBLIC

Cabinet is recommended to determine whether the public and press be excluded from the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972, as amended, and in accordance with the Access to Information provisions of Procedure Rule 239, as the following item of business is likely to involve the disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Act.

Paragraph 7: Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

REPORT OF THE DIRECTOR FOR RESOURCES

11) RISK BASED VERIFICATION POLICY

Report No. 52/2017
(Pages 193 - 212)

12) ANY ITEMS OF URGENT BUSINESS

To receive items of urgent business which have previously been notified to the person presiding.

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MEMBERS OF THE CABINET: Mr T Mathias Chairman

Mr R Clifton
Mr R Foster
Mr O Hemsley
Mr A Walters
Mr D Wilby

SCRUTINY COMMISSION:

Note: Scrutiny Members may attend Cabinet meetings but may only speak at the prior invitation of the person presiding at the meeting.

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CORPORATE SUPPORT TEAM**

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CABINET

21 March 2017

HOUSING AND HOMELESSNESS STRATEGY 2017-22

Report of the Director for Places (Development and Economy)

Strategic Aim:	<ul style="list-style-type: none"> • <i>Sustainable Growth</i> • <i>Safeguarding</i> • <i>Reaching our Full Potential</i> 	
Key Decision: Yes	Forward Plan Reference: FP/130117/04	
Exempt Information	No.	
Cabinet Member(s) Responsible:	Mr O Hemsley, Portfolio Holder for Growth, Trading Services and Resources (Excluding Finance)	
Contact Officer(s):	Paul Phillipson, Director for Places (Development and Economy)	Tel: 01572 722577 pphillipson@rutland.gov.uk
	James Faircliffe, Housing Strategy & Enabling Officer	Tel: 01572 758238 jfaircliffe@rutland.gov.uk
Ward Councillors	N/A	

DECISION RECOMMENDATIONS

That Cabinet adopt the Housing and Homelessness Strategy 2017-22 attached at Appendix B.

1. PURPOSE OF THE REPORT

1.1 To gain approval for the Housing & Homelessness Strategy 2017-22 following consultation.

2. BACKGROUND AND MAIN CONSIDERATIONS

2.1 The Homelessness Act 2002 requires the Council to produce a homelessness strategy at least every five years, showing how we address and prevent homelessness. The Housing and Homelessness Strategy 2017-22 will replace the separate Housing Strategy 2012-17 and Homelessness Strategy 2012-17. As required by law, the strategy is informed by a Homelessness Review of the resources, diverse needs, trends and partnerships in Rutland regarding homelessness.

2.2 The strategy was approved for consultation by Cabinet on 20 December 2016 (report no. 217/2016, minute no. 450/2016). Its vision is, "fair access to suitable and sustainable housing for everyone in Rutland, particularly those whose needs are not

readily met through the open market.” It supports the Council’s Corporate Plan, the Adult Social Care Strategy and the current and emerging Local Plan. It includes local connection criteria for the Council’s self-build and custom housing register.

- 2.3 The Homelessness Reduction Bill will impose additional duties on councils to seek to prevent homelessness, although much of this is similar to the Council’s current preventative practices. Local authorities would be required to help all eligible people – whether they are single or a family - for 56 days before they are threatened with homelessness. Similarly, where the Council currently owes the 'full' duty to certain households in priority need if they are homeless or threatened with homelessness within 28 days, the time period would be increased to 56 days.
- 2.4 Those who are already homeless, if they are not owed the full duty, would get support for a further 56 days to help them secure accommodation.

3. CONSULTATION AND NEXT STEPS

- 3.1 The draft Housing and Homelessness Strategy 2017-22 was subject to consultation over six weeks ending on 22 February 2017. This included Parish Councils, Elected Members, applicants on the self-build and custom housing register, developers and partner organisations including housing associations, other third sector organisations and public bodies. It was also placed on our website. The Places Scrutiny Panel discussed the consultation draft on 9 February 2017 (report no. 40/2017, minute 573).
- 3.2 The responses received during the consultation are summarised at Appendix A of this current report with Officer comments on these, along with any changes required to the consultation document. Although a number of the consultation responses were detailed, many of the points raised were technical and it has only been necessary to propose relatively minor amendments to the draft strategy. There are also a number of factual updates to reflect the progress of the Homelessness Reduction Bill and the Housing White Paper and services for rough sleepers, recent progress on individual sites and the earlier commencement of the review of our private sector housing policies. The Housing and Homelessness Strategy 2017-22, which incorporates these changes and is recommended for adoption, is attached at Appendix B.

4. ALTERNATIVE OPTIONS

- 4.1 The Council must produce a Homelessness Strategy at least every five years. There is no alternative to adopting such a strategy by 11 June 2017. The Council does not have to produce a Housing Strategy, but this or a similar document is good practice as it sets out the Council’s priorities and aspirations for housing. This can assist with funding bids and formulating spending programmes. The Council does not have to produce a combined Housing and Homelessness Strategy, but two separate strategies can cause duplication both in their production and for the reader.
- 4.2 The Council’s homelessness duties – and many of our procedures - are set out in the Housing Act 1996 (as amended) and the Homelessness Act 2002. We have had regard to the statutory guidance which aids its interpretation. The overall affordable housing target has already been set through the Corporate Plan 2016-20. Our planning policies set out mechanisms for affordable housing delivery through the planning system.

- 4.3 The Housing and Homelessness Strategy sets out priorities within this framework. Whilst there are almost limitless possibilities regarding the fine detail, the Housing and Homelessness Strategy sets out an appropriate balance between aspirations and targets that are both challenging and have a realistic prospect of delivery. The document has a broad scope that supports innovation and ambition and the Council's key targets for sustainable growth, but avoids being excessively prescriptive.
- 4.4 The Council is not obliged to adopt local connection criteria for its Self build and Custom Housebuilding Register, but doing so will help to enable the Local Plan Review to have more flexibility regarding selecting the most appropriate development policies for Rutland. It may also reduce the possibility of the Council having to become more directly involved in the provision of self-build plots.
- 4.5 The Council is also able to check whether applicants are likely to have the financial resources to carry out their proposed self-build / custom build. The criteria in Appendix 2 of the Housing and Homelessness Strategy do not include this, as it would be time consuming and potentially intrusive for the Council to collect and assess this information and the advantages could be limited.

5. FINANCIAL IMPLICATIONS

- 5.1 The Housing and Homelessness Strategy does not commit the Council to any expenditure outside of existing budgets. There is the potential for pressure on temporary accommodation budgets should homelessness increase, but this would not be a consequence of the strategy which seeks to minimise this risk.
- 5.2 The local connection criteria for the Self-build and Custom Housebuilding register may reduce the possibility of the Council having to become more directly involved in the provision of self-build plots which could have incurred significant expense. The introduction of local connection criteria may reduce the number of £75 fees (to be introduced from 1 April) received by the Council from new applicants, but the potential income from these would be minor once administration costs are taken into account and this has not affected the Medium Term Financial Plan.
- 5.3 The Government has announced £35.4 million additional funding for councils in 2017/18 to implement the Homelessness Reduction Bill, if it becomes law. This would reduce to £12.1 million in 2018/19 and nil in 2019/20. The Government is developing a distribution model for the funding, which will reflect differing need between councils.

6. LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 The Council is required by the Homelessness Act 2002 to produce a Homelessness Strategy at least every 5 years, which is informed by a Homelessness Review. This can be included as part of a larger document, as such the proposed Housing and Homelessness Strategy, but the Council must adopt a new homelessness strategy by 11 June 2017. The Council has had regard to a wide range of documents including the Homelessness Code of Guidance, the Housing Allocation Policy, the Tenancy Strategy, the need to promote starter homes, its self-build and custom housing register and the periodic assessment of housing need required by the Housing Act 1985 (as amended).

7. EQUALITY IMPACT ASSESSMENT

- 7.1 An Equality Impact Assessment (EqIA) screening template has been completed. The nature of the Housing and Homelessness Strategy is to prioritise investment fairly. No adverse or other unjustified differential impact was found. A copy of the EqIA can be obtained from the Housing Strategy and Enabling Officer (jfaircliffe@rutland.gov.uk or 01572 758238).

8. COMMUNITY SAFETY IMPLICATIONS

- 8.1 The Housing and Homelessness Strategy aims to promote sustainable communities and to prevent and address homelessness. It encourages regeneration where appropriate and the bringing of empty homes back into use. This is likely to help to promote community safety.

9. HEALTH AND WELLBEING IMPLICATIONS

- 9.1 Housing is one of the 'Wider Determinants of Health' and is an integral part of the Council's social care assessment and support planning responsibilities under the Care Act 2014. Homelessness can have significant health implications. This can be exacerbated if the loss of accommodation was particularly traumatic (such as fleeing violence) or if the household has someone who has vulnerabilities. This Housing and Homelessness Strategy aims to address these issues through partnership working where possible.
- 9.2 People with chronic long term conditions may have physical needs which require major adaptation of existing properties, extra care or other housing with support, or in some cases residential care. Further information on housing, health and wellbeing is under 'Aim 4 – Ensure existing homes are fit-for-purpose'.

10. ORGANISATIONAL IMPLICATIONS

10.1 Environmental implications

- 10.2 The environmental implications of development will principally be considered through the planning process. Some specific impacts are listed below.
- 10.3 The use of local connection criteria for the self-build and custom housebuilding register will help to reduce the extent of the Council's duty to ensure a supply of these plots, which tend to be larger than average and disproportionately in rural areas. This does not reduce the overall housing requirement, which is calculated in a different way.

- 10.4 The Housing and Homelessness Strategy seeks to promote good property condition.

10.5 Procurement Implications

- 10.6 There are no direct procurement implications from the Housing and Homelessness Strategy, which does not commit the Council to any expenditure outside of existing budgets.

11. CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 11.1 The production of a Homelessness Strategy is a statutory requirement and it is appropriate to produce a combined Housing and Homelessness Strategy to avoid duplication and to enable a cross-cutting strategic approach. It will assist in meeting the challenges of homelessness prevention, service provision and temporary accommodation and the provision of new affordable housing at a difficult time. It sets out a strategic framework which will continue to promote the delivery of these objectives over the medium and long term.

12. BACKGROUND PAPERS

- 12.1 Homelessness Review 2016 v1.1
- 12.2 Rutland Housing Conference slides 30 Nov 2015
- 12.3 Rutland Housing Conference – 30 November 2015 – Event notes
- 12.4 What Rutland County Council is doing following Rutland Housing Conference on 30 November
- 12.5 Responses to the consultation

13. APPENDICES

- 13.1 Appendix A – Summary of Consultation Responses and Proposed Changes
- 13.2 Appendix B – Housing and Homelessness Strategy 2017-22

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

Appendix A. SUMMARY OF CONSULTATION RESPONSES AND PROPOSED CHANGES

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Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS1/A	Spire Homes	1 / Rutland and the people who live here	Has the impact of the Government’s new rules on right to buy been monitored or modelled and, if so, how?	<p>No change required. The Council monitors the number of rented properties sold to tenants through HCA statistical returns and information from Spire. There were four sales of housing association properties to tenants in 2015/16 in Rutland, compared with typically one or two a year. The change of rules for former Council tenants who transferred to Spire when the properties were sold in 2009 has had limited impact so far, but when the voluntary “right to buy” pilots for other housing association tenants are rolled out further there may be a more significant impact. This is within the scope of the current strategy wording.</p>
HHS1/B	Spire Homes	1 / Affording somewhere to live here	Asking for new tenants to provide rent in advance is in line with tenancy agreements that the rent account should always be in credit.	<p>No change required. It is understood that housing associations are under financial pressure. However, tenancy agreements generally require rent to be up-to-date, not paid in advance for subsequent weeks. Also some tenants at risk cannot pay the rent until their Housing Benefit comes through.</p>

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Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS1/C	Spire Homes	2 / Developing the Housing and Homelessness Strategy ('vision' box)	Is this realistic in that 'everyone' will be able to access suitable and sustainable housing? Given the Welfare Reforms coming into play particularly the Local Housing Allowance Cap and Single Room Allowance for under 35s and also the removal of Housing Benefit for those under 21 it may be the words 'for everyone' are unrealistic and unachievable.	No change required. The vision is for fair access for everyone in Rutland, which is not a promise of accommodation. It is aspirational, but no more so than the Foreword of the Housing White Paper which states: "It will ensure that the housing market is as fair for those who don't own their own homes as it is for those that do." (See also HHS1/H re under 21s and Housing Benefit.)
HHS1/D	Spire Homes	2 / Safeguarding	Headline summary of how safeguarding is achieved or a reference to an existing policy may be beneficial here.	One of the cross-cutting themes of the strategy is "safeguarding adults at risk, children and young people in line with Council policy". Append ", including those of the Leicestershire & Rutland Safeguarding Adults Board and the Leicestershire & Rutland Safeguarding Children Board." (The first Action in Appendix 1 under Aim 2 also refers to safeguarding.)
HHS1/E	Spire Homes	3 / Statutory homelessness assessments and the duty to accommodate	Reference to intentional homelessness would read better just stipulating through non-payment of rent and accruing rent arrears. By noting that a customer 'could afford to do so' that is quite a subjective comment.	The statutory Homelessness Code of Guidance goes into some detail on this and states that councils cannot take a blanket approach. Amend 'could afford to do so' to 'were capable of doing so' which better reflects the Code's meaning. The bullet points are only a summary and are not intended to fully capture a complex area of law.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS1/F	Spire Homes	3 / Statutory homelessness assessments and the duty to accommodate	With regard to the length of time the Council has to accommodate a household for if the 'full' homelessness duty applies, what timeframe does the 'medium term' consist of?	The Council has to secure accommodation for the household, which is generally through nomination to a social housing tenancy (which would normally be for at least five years, after an introductory period), or to a suitable 'qualifying' private sector tenancy for a minimum of one year, with the potential for reapplication afterwards if needed. This section of the strategy will be amended to make this clearer.
HHS1/G	Spire Homes	3 / Information and advice	Make the use of the homelessness prevention fund more flexible e.g. cover transport costs to relocate people to accommodation elsewhere either permanently or temporarily, pay rent arrears/rent up front for applicants, provide grants/loans towards other tenancy sustainment measures.	No change required. The Homelessness Prevention Fund is flexible, as stated in the Homelessness Review which is a background paper to the Strategy. It is accepted that it will need to remain flexible, particularly in the light of the Homelessness Reduction Bill.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS1/H	Spire Homes	3 / Information and advice	This could be misleading; why have the welfare reforms not “had as great an impact on housing need as some had predicted”? Any in particular? Need to be mindful that a proportion of 'bedroom tax' and benefit cap cases have been covered off via Discretionary Housing Payments which distorts the impact across the country.	This is examined in more detail in other parts of the strategy and in the Homelessness Review (see also HHS1/C). The real difficulties that households face are highlighted, but the preventative and partnership arrangements in place have helped so far to avoid a dramatic increase in homelessness. Some Rutland under- 21s will not be able to receive housing costs as part of new Universal Credit claims from October 17, but this will have a number of exemptions including where the applicant has no parental home that they could reasonably live in. The Government’s view is that single people in homelessness priority need groups would normally be exempt from the changes, but this will obviously affect some other young people and the strategy will be amended to make this clearer.
HHS1/I	Spire Homes	4 / Housing, health and wellbeing	Is ‘rooflessness’ an actual term? What is the difference against homelessness?	No change required. It is an actual term and was used by the then Secretary of State for Wales as early as 19 July 1996 (Hansard column: 690), with the meaning of sleeping rough.
HHS1/J	Spire Homes	4 / Single homeless people	Should consider removing the statement, “It is unusual for people to sleep rough in Rutland, but it is not unknown” as it contradicts itself.	No change required. The reference is to rough sleeping in Rutland being infrequent.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS1/K	Spire Homes	4 / The housing needs of older people	When will the Council develop its Market Position Statement for Older People's Accommodation by?	It will be developed by March 2018. The target in Aim 2 of Appendix 1 will be amended to make this clear.
HHS1/L	Spire Homes	5 / The need for affordable housing	With regard to fixed term tenancies and the statement, "The Council's statutory Tenancy Strategy 2013 makes clear that housing associations are expected to work very closely with tenants to address any issues that may arise constructively and in good time," the Localism Act 2011 and associated legislation outlines timescales and responsibilities of housing associations in respect of fixed term tenancies and the renewal of these which is what HA's would act in accordance with.	No change required. The Housing & Homelessness Strategy wording reflects the Council's expectations and is compatible with the regulatory framework for housing associations. For example, the Tenancy Strategy accepts that fixed term tenancies would usually be used for new developments.
HHS1/M	Spire Homes	5 / Making home purchase more accessible	'Making home ownership more accessible' would read better.	Amended.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS1/N	Spire Homes	6 / Accessible and safe housing for vulnerable people	“Spire Homes Care” should be “Spire Homes Care and Repair Service”	Amended.
HHS2	Anglian Water	N/A	Anglian Water has no comments relating to the above strategy as it falls outside our remit as a water and sewerage company.	Noted.
HHS3	RCC Revenues & Benefits	N/A	No Comments	Noted.
HHS4	Barrowden & Wakerley Neighbourhood Plan Group	N/A	Contents noted.	Noted.
HHS5/A	Barrowden Parish Council	Various	The response restates a number of points and statistics from the consultation document regarding the local housing market and access to appropriate accommodation.	Noted.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS5/B	Barrowden Parish Council	4 / The housing needs of older people	Rutland has an ageing population and smaller homes are in demand, not just for younger or first time buyers, but for the older population wishing to down size, either from choice or their need to cover care costs as they grow older.	No change required. This will be considered in the Local Plan Review and the Market Position Statement for older People's Accommodation.
HHS5/C	Barrowden Parish Council	1/ Affording somewhere to live here.	People in the rental market often have no long term security, at best a 5 year fixed tenancy, this needs to be considered.	The Government White Paper on Housing encourages the provision of more private rented sector tenancies of at least three years long. Strategy amended to make this clear.
HHS5/D	Barrowden Parish Council	5 / Aim 3 – Sustainable Growth	Caravan accommodation is being considered, this could possibly help with emergency accommodation, in particular for the single non-priority homeless.	The reference to caravan accommodation is due to the requirement in the Housing Act 1985 to consider the needs of people regarding "sites on which caravans can be stationed". The strategy will be amended to make this clearer. There are no proposals for the Council to use caravans for emergency accommodation and statutory Homelessness Code of Guidance is wary about its suitability.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS5/E	Barrowden Parish Council	2 / Adult Social Care Strategy 4 / Accessible and safe housing for vulnerable people	In the draft strategy document accessible safe housing for vulnerable people talks about the Better Care Fund & Better Care Together. The recent January public meetings, in Oakham & Uppingham, re the NHS proposed STP (Sustainability & Transformational Plan), showed great public concern for the ability to provide adequate care in the community under the proposed plan. The public view was massive investment is needed to make this viable. Vulnerable homeless people may, therefore, fall may through the net. The extra pressure on social services to get people home from hospital & in receipt of community services may impact on the housing needs of Rutland.	No change required. The Housing and Homelessness Strategy emphasises the importance of close working between housing, health and social care. The Parish Council's comments are noted, but the STP is subject to a separate consultation process.
HHS6	Natural England	N/A	Since our interests relate purely to any potential impact of development on the natural environment, including wildlife habitats, landscape character and protected species, it would be inappropriate for Natural England to comment.	Noted.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS7/A	CPRE & Clifford Bacon	N/A	Overall it is obviously a very carefully thought through policy proposal and so far as the homelessness considerations are concerned is very sympathetically drafted, as one would hope.	Noted.
HHS7/B	CPRE & Clifford Bacon	5 / Aim 3 - Sustainable Growth 5 / The Need for affordable housing	Comments regarding the different long term timescales used for various statistics in this section. It is recommended that the time periods are rationalised so that consistency, validity and accuracy are evidence.	No change required. The time periods for the different statistics reflect standard methodology used for some calculations, in line with Government guidance and consistency with other councils in the Strategic Housing Market Area. The time period for the Local Plan Review of 2015-36 sits best with the consultation timescales being used and avoids the need to use a 2011 start date for a document expected to be adopted in 2018. The different timescales are in the published evidence base. The Housing Supply Background Paper (October 2015) shows transparently how these relate to each other.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS7/C	CPRE & Clifford Bacon	5 / Sustainable Growth	<p>Queries / concerns about how figures for housing growth in Rutland are calculated, for instance how the demographic-led need of 140 homes per year in the SHMA 2015 Update becomes a need for 171 homes per year after uplifts for economic growth and affordability. Ensuring that the Housing policy meets genuine need, demographically and independently assessed, rather than aspirational demand.</p> <p>Queries / concerns about planning consents not being implemented, the amount and type of land which will be allocated for development, regenerating brownfield sites before allocating any more open countryside to development. These intended actions all need to be included within the Housing Strategy.</p> <p>We acknowledge need for some housing development in Rutland, especially for more affordable homes. However, the numbers have been inflated above nationally & sub-regionally agreed targets without any apparent justification. Numbers used should be in accordance with the sub-regionally agreed targets. Arbitrarily increasing numbers of houses, whether affordable or not, fails to meet Rutland's core policies and environmental strategy.</p>	<p>No change required. It is not the role of the Housing and Homelessness Strategy to set strategic planning policy. This is a matter for the Statutory Development Plan and further information is set out in the papers for the Issues and Options consultation, including the Housing Supply Background Paper 2015. The Council will be consulting on its Preferred Options later in 2017. The Council's Local Plan Review will be supported by Sustainability Appraisal and will be considered by an Independent Inspector who will check it against the relevant planning policy and evidence base.</p>

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS7/D	CPRE & Clifford Bacon	Various	Timeframes for the Housing and Homelessness Strategy 2017-22 and Corporate Plan 2016-20 (225 completions per year up to 2020) do not relate well to the long term timescales used for figures. Further clarification / evidence is requested.	No change required. The timeframe for the Housing and Homelessness Strategy is because the maximum legal length of a homelessness strategy is 5 years and the previous one expires in June 2017. The housing numbers in the Corporate Plan relate to predicted delivery within a small part of the local plan period. Delivery can fluctuate significantly over time without adversely affecting long term averages. Further information is in the Authority Monitoring Report.
HHS7/E	CPRE & Clifford Bacon	5 / Sustainable Growth	It would appear from the recent White Paper that the Government is going to issue new guidance on new rules to assess housing needs. Would it be advisable to wait until the new guidance is available and can be considered by the Council before adopting a Rutland Housing Policy and publishing the Local Plan preferred Options version?	No change required. The Council needs to replace its homelessness strategy by law by June 2017 and will also be consulting on its Preferred Options for the Local Plan in mid 2017. The Council is confident that it will have a sound evidence base, but this will ultimately be a matter for the independent Inspector that examines the Local Plan.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS7/F	CPRE & Clifford Bacon	Action Plan / Aim 3	Appendix 1 Action Plan Aim 3 states an action to update the evidence base regarding viability, dwelling mix and accessibility standards, for completion by 31 st December 2017. This appendix also states that the Preferred Options version of the Local Plan revision is planned for publication in mid 2017, apparently before the above evidence base has been updated. Wouldn't it be wise to defer the Preferred Options version of the Local Plan and also to defer the adoption of the Housing Policy until after the evidence base has been updated and considered by the Council?	Both initiatives have a start date of Summer 2015 in the Action Plan. The development of the Preferred Options and the viability information inform each other, as the planning suitability and viability of potential sites are examined. The evidence base is likely to evolve in the light of the Preferred Options consultation to assist with the development of the later draft of the Local Plan which is submitted for Examination in 2018. Append , "Consider outcome of the Preferred Options Consultation" to the "Further Actions needed?" column to clarify.
HHS7/G	CPRE & Clifford Bacon		Appendix 1 also contains an action to create at least 40 more affordable homes per annum. When is the "Whole Plan Viability Study" due to be published? Surely this is a pre-requisite to inform both the Local Plan Preferred Options document and also the Housing Strategy before these are published.	No Action Needed. The target of 40 affordable homes per year is in Council policy in the current Local Plan 2006-2026 and in the Corporate Plan 2016-2020. The Whole Plan Viability Study will inform whether the Local Plan Review carries this target forward.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS8	Cottesmore Parish Council	Various	It is a well drafted and thorough report, albeit one that is correctly reflecting the difficult local circumstances in both housing and homelessness. Given Rutland's small size, it is clear that providing the range of facilities locally is difficult. But this therefore has considerable impact, particularly on vulnerable households. For example, the lack of bed and breakfast facilities, such as to house single non-priority homeless households, is a problem we suspect for all the more rural parts of this sub-region. Having to travel to Leicester or Peterborough will cause significant practical problems. The draft strategy acknowledges this and it is a growing concern which we endorse.	Noted.
HHS9/A	Citizens Advice Rutland	Homelessness Review	Some budget information in the Homelessness Review document could be made clearer, as could the services for people with mental health. Good attendance at the Homelessness Forum is important.	Noted. The Homelessness Review document is not directly being consulted on and is not a policy document, but is a statutory background paper to the Housing and Homelessness strategy. The Homelessness Review document has been clarified regarding these aspects.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS9/B	Citizens Advice Rutland	4 / Single homeless people	Concerns about the high need for 1 bed flats and the need for housing associations to continue to provide these.	Append to the end of the section, 'but new one-bedroomed flats remain a priority for the Council where appropriate.'
HHS10	Oakham Town Council	N/A	The meeting noted the information provided and Councillors will monitor delivery.	Noted.
HHS11/A	The Bridge	4 / Prevention and support	The strategy mentions that there is a newly commissioned Community Prevention and Wellness Service, but doesn't highlight that this will be provided by Rutland Access Partnership (RAP), which is a partnership between The Bridge, Citizens Advice Rutland and Spire Homes. The strategy does not contain sufficient detail about the services.	Amended to include additional information.
HHS11/B	The Bridge	4 / Single homeless people	<p>The Rough Sleepers Programme will be delivered by a multi-agency partnership co- led by The Bridge and covering Leicester, Leicestershire and Rutland. It is funded by CLG and will enable rough sleepers, or those at risk of rough sleeping, to receive intensive support. The programme will also work with hospitals and prisons.</p> <p>The current No Second Night Out initiative will be continued and strengthened.</p>	The strategy will be amended to reflect the Rough Sleepers Programme and the action in Appendix 1 for Aim 2 deleted as this has already been delivered. Availability of No Second Night Out is welcomed although the accommodation is limited and not local.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS12/1	Royal British Legion	4 / MoD personnel, civilian base workers and their families	Commend RCC for signing Armed Forces Covenant in January 2012. Welcome that past iterations of the policy have included provision to reduce the disadvantages faced by the Armed Forces community and inclusion of the community within Aim 2 of the strategy.	Noted.
HHS12/2	Royal British Legion	4 / MoD personnel, civilian base workers and their families	There are 1,520 serving personnel deployed within the county, around 750 recipients of an Armed Forces Pension and around 4,000 veterans. Many other members of the Armed Forces community will not be included in the above statistics.	The strategy will be amended to show more clearly the size of the community
HHS12/3	Royal British Legion	1 / Working here	It is highly commendable that the strategy draft includes a note on the expected closure of St George's Barracks in 2020 or 2021. Recommend intensive planning is undertaken to help mitigate the adverse effect of the closure of effected personnel and that this should be included in the Action Plan.	The Council has a strong track record of working closely with the MoD and other stakeholders to plan for base changes and closures. This will be the case again and is a much broader matter than the Housing and Homelessness Strategy. The strategy has been amended to refer to St George's community. It does not need to be specifically included in the Action Plan, but is included in the broader Action immediately below.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
HHS12/4	Royal British Legion		Action Plan should include further work, in partnership with local Armed Forces Units, charities and relevant stakeholders, to improve preventative work directed at members of the Armed forces community. This should also include changing the Housing Allocation Policy to widen the qualification criteria for personnel and current / former family members. Welfare / housing staff should have training on Armed Forces Community needs and the Covenant. This should include the routine asking and recording of housing applicants if they are members of the Armed Forces community.	The Action Plan has been amended to include an action to work with relevant stakeholders to look further at preventative work with members of the Armed Forces Community and to build on existing staff awareness. The Housing Allocation Policy, as noted in the submission, included various provisions to assist members of the Armed Forces community and further consideration would be needed regarding whether any further changes should be considered.
Discussion of report no. 40/2017	Places Scrutiny Panel – 9 Feb. 2017	Various	A number of comments were made during the meeting on 9 February and recorded in the Minutes which were not suggested amendments.	Noted.
Minute 573, point vi.	Places Scrutiny Panel – 9 Feb. 2017	5 / Sustainable Growth	Members requested some further information in the strategy regarding provision for Travellers	Amended to include further detail.

Ref.	Respondent	Chapter / heading	Comments (summarised)	Suggested response
Minute 573, point x	Places Scrutiny Panel – 9 Feb. 2017	5 / Sustainable Growth	The Self-Build and Custom House Building Register had only recently been established following a recent change in legislation, being on the list did not provide entitlement for a plot, it merely allowed for comparison and evaluation of plots becoming available. The wording in the strategy would be amended to reflect that.	Amended to clarify this point.

Appendix B.



HOUSING AND HOMELESSNESS STRATEGY 2017- 2022



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1. RUTLAND'S HOUSING MARKET AND ECONOMY

The purpose of the Housing and Homelessness Strategy

The Housing and Homelessness Strategy fulfils the Council's legal duty to produce a strategy showing how we prevent and address homelessness. It provides an evidence base to support funding bids and investment in Rutland's sustainable growth. It shows how we support vulnerable people and how we help to make the best use of existing housing. It is linked to the Statutory Development Plan and the Strategic Housing Market Assessment (SHMA), which examine the need for additional housing and employment.

Rutland and the people who live here

Rutland is the most rural unitary authority in England and the most beautiful. Its area is approximately 390 km². Rutland's population was 38,000 in 2016, which is projected to rise to 40,900 by 2036. Over the same period, the number of over-75s will increase from 4,200 to 7,800 (source: ONS 2014-based population projections). Our two towns of Oakham and Uppingham have a population of 11,295 and 4,693 respectively (ONS Mid 2013 estimate). Rutland has 52 villages of varying sizes and facilities.

There are currently 16,846 dwellings in Rutland (source: Housing Flows Reconciliation Return 2016). Rutland is part of a Housing Market Area (HMA) which also consists of South Holland, South Kesteven and Peterborough councils' areas. A new SHMA was carried out in 2014, with the overall figures for market and affordable housing updated in 2015. The SHMA 2014 (Figure 5, from Census 2011) found that 70% of properties were owner-occupied, 11% were social rented and 16% private rented. We will ensure the SHMA takes account of the population and household projections published in 2016.

	Number of properties with 1 bedroom	Number of properties with 2 bedrooms	Number of properties with 3 bedrooms	Number of properties with 4 or more bedrooms
East Midlands	8%	27%	45%	19%
Housing Market Area	8%	25%	44%	23%
Rutland 1/8/12	5.6%	20.3%	46.4%	27.7%
Rutland 31/3/15	5.7%	20.4%	46.0%	27.9%
<i>Rutland change in units 1/8/12 to 31/3/15</i>	40	70	90	130
Rutland: presumed new build 1/8/12 to 31/3/15	12.1%	21.2%	27.3%	39.4%

Source: Rutland - calculated from VOA data from HI4EM; East Midlands & HMA data from Table 6 SHMA 2014 from Census 2011

The Government's new rules on right to buy have not yet had a significant impact on social housing properties in Rutland, but this is monitored closely.

Affording somewhere to live here

The average house price in Rutland was £228,858 at November 2015, compared with £136,893 in the East Midlands and £186,325 in England &

Wales (source: 'Land Registry – House Price Index Report' in Rutland Key Statistical Data February 2016). However, a quarter of households in Rutland have an income of £24,727 or less which means that housing options can be limited once someone loses their accommodation. (Source for income data: Experian Ltd, Household Income Model, 2015, from HI4EM.)

The table below, from the SHMA Update 2015, shows private rental levels in Rutland. There were insufficient 'room only' and 'studio' accommodation to provide a sample. This contributes to many young people leaving the area because they cannot afford accommodation locally. The Government's White Paper on Housing (published 7 February 2017) encourages the provision of more private rented sector tenancies of at least three years long.

Table 30: Lower Quartile Private Rents by Size (Year to March 2015) – Per Month

	Room only	Studio	1 bedroom	2 bedrooms	3 bedrooms	4+ bedrooms	All dwellings
Peterborough	£299	£350	£410	£515	£575	£725	£490
Rutland	-	-	£415	£525	£595	£883	£550
South Holland	£303	£275	£375	£495	£550	£675	£477
South Kesteven	£303	£303	£335	£465	£550	£750	£475

Source: Valuation Office Agency

Under national rules, maximum rent levels for Housing Benefit / Universal Credit were set in line with the lowest 30% of private sector rents and then increased below the rate of inflation. Single people under 35 who are entitled to benefits cannot normally receive more than £256 per month for housing; this is also being phased in for housing association tenancies, which is making it very hard for single people under 35 to access social housing even if they have high needs. The 'bedroom tax' reduces benefit payments for social housing for working age people where their number of bedrooms is more than is required by a very strict interpretation of need.

Universal Credit is being phased in to replace Housing Benefit and a number other benefits for people of working age. Rent payments will be made direct to the tenant unless there are exceptional circumstances. It has become increasingly common for housing associations to ask new tenants to provide rent in advance.

Working here

An estimated 2.8% of people in Rutland are unemployed, compared with an average of 4.4% for our Greater Peterborough Greater Cambridgeshire Local Enterprise Partnership area and 5% for the East Midlands (source: ONS – Employment and Unemployment published January 2016). Key sectors in terms of work based employment are education, manufacturing, accommodation and food services, minerals, wholesale and retail and public administration. The Council supports economic growth through owning the large, innovative Oakham Enterprise Park. There are also large private schools at Oakham and Uppingham and a prison at Stocken. The two Ministry of Defence (MoD) bases (Kendrew Barracks in Cottesmore and St George's Barracks in North Luffenham) are also significant local employers. The latter base is expected to close towards the end of the strategy period and future options for the site and its community will need to be considered.

2. THE HOUSING AND HOMELESSNESS STRATEGY AND OTHER STRATEGIC POLICIES

Developing the Housing and Homelessness Strategy

The Homelessness Act 2002 requires the Council to produce a Homelessness Strategy at least every five years. This must include prevention initiatives and measures to address homelessness where it cannot be prevented. The Housing and Homelessness Strategy 2017-22 replaces the separate Housing Strategy 2012-17 and Homelessness Strategy 2012-17.

As required by law, the Strategy is informed by a Homelessness Review of the resources, diverse needs, trends and partnerships in Rutland regarding homelessness. It is also informed by the Rutland Housing Conference held in late 2015. We have followed the legal requirements regarding homelessness duties, including having regard to the statutory Homelessness Code of Guidance.

The vision of the Housing and Homelessness Strategy 2017-22:

- **fair access to suitable and sustainable housing for everyone in Rutland, particularly those whose needs are not readily met through the open market.**

The Strategy has four Aims, which lead to the specific Objectives and Targets in the Action Plan. These Aims are listed in the order they appear in the Strategy and not necessarily in their order of importance.

- **Aim 1 – Preventing homelessness and promoting housing options**
 - *Effective housing advice and assistance.*
- **Aim 2 – Provide targeted support for vulnerable households**
 - *Working with partner organisations to see that people get the help or advice they need to remain safe and independent.*
- **Aim 3 – Sustainable Growth**
 - *Delivering the housing growth needed in all sectors under the Local Plan, including at least 40 affordable homes per year.*
- **Aim 4 – Ensure existing homes are fit-for-purpose**
 - *Safe, warm, occupied homes with the adaptations people need.*

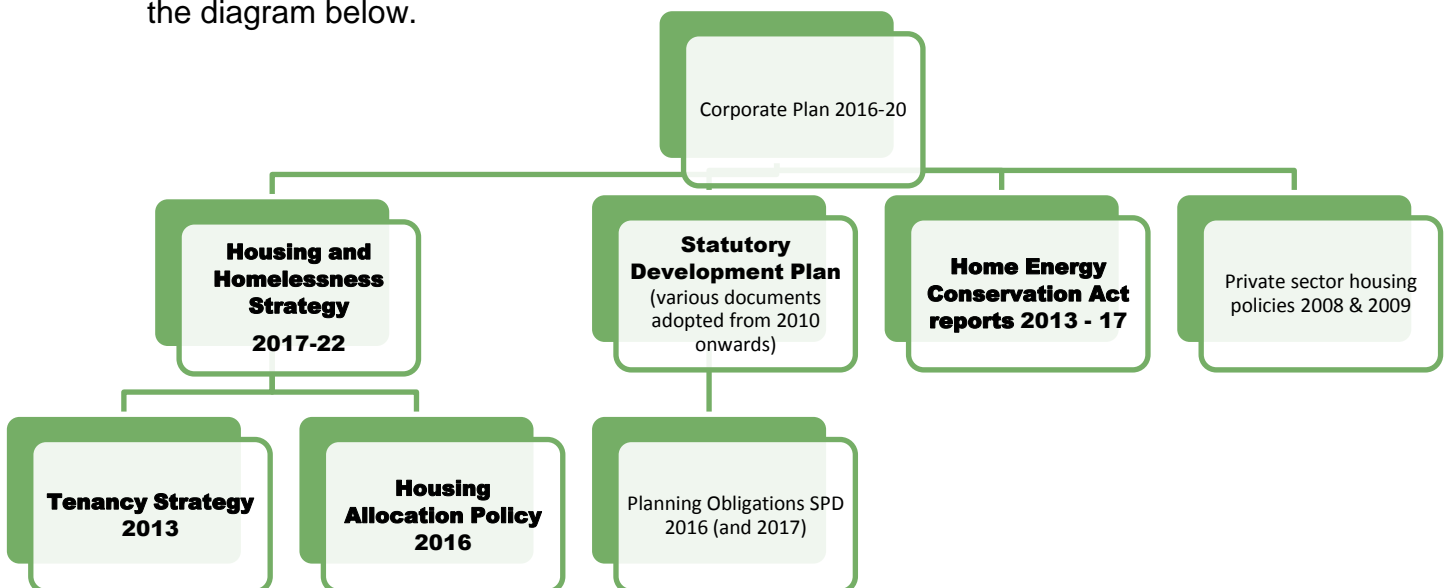
In the Strategy below, we outline in turn how each Aim is addressed. An Action Plan is included in Appendix 1.

There are four cross-cutting themes that underpin how the Strategy's Aims are delivered:

- a good quality service which is within available resources
- promoting independence, through where possible, prevention and early intervention
- safeguarding adults at risk, children and young people in line with Council policy, including those of the Leicestershire & Rutland Safeguarding Adults Board and the Leicestershire & Rutland Safeguarding Children Board.
- partnership working.

Other policies relevant to housing

There are a number of other strategic Council documents which particularly complement the Housing and Homelessness Strategy. These are shown in the diagram below.



(Bold documents are statutory requirements)

Where a policy is focused on a particular part of the Housing and Homelessness Strategy, it is referred to in more detail under the relevant Aim. Other policies which are more cross-cutting are outlined below.

Corporate Plan 2016-2020

This covers the four year period of 1 April 2016 to 31 March 2020. The Strategic Aims, Objectives and Targets most relevant to the Housing and Homelessness Strategy are:

- **Sustainable Growth** - Delivering sustainable growth in our County supported by appropriate – housing, employment, learning opportunities & supporting infrastructure (including other Public Services):
 - Sustainable growth of a population increase of between 1,680 & 2,160 by 2020
 - 700 – 900 new homes
 - 160 Affordable homes
 - 200 jobs created per annum
 - Explore the right strategic partnerships to increase the sustainability of the Council
 - Complete the improvement of broadband, developing and implementing a strategy for 2020 connectivity for the County.
- **Safeguarding** - Safeguard vulnerable adults, children and young people and support the health & well-being needs of our community. (In relation to housing, this includes being alert to neglect due to living conditions and the potential for material abuse if property is misused or misappropriated.)

Adult Social Care Strategy – the Future of Adult Social Care in Rutland

This covers 2016-20 and sits alongside other complementary strategies, notably the Better Care Together programme and Rutland’s Better Care Fund plan. These programmes are integrating social care with health services, to extend the range and reach of provision in the community. This helps to keep people well, so they can maintain full lives in their own homes for as long as possible. Disabled Facilities Grants fund home adaptations where these help people with disabilities to remain at home. Reablement also helps people to adapt to their home environment as their abilities change.

Housing Allocation Policy (adopted 2016)

Our Housing Allocation Policy (HAP) sets out how the Council’s Housing Options team prioritises and nominates applicants from the housing register to housing associations and other providers of affordable housing. A points based system is used and is reviewed regularly to ensure that it remains responsive to the need of the local community and promotes fairness. When preparing the HAP, we had regard to the Council’s Homelessness Strategy and Tenancy Strategy. We have ensured that these strategies and the HAP complement each other and will work well together. This is also the case for the Housing and Homelessness Strategy 2017-22.

3. AIM 1 - PREVENTING HOMELESSNESS AND PROMOTING HOUSING OPTIONS

The Council places a heavy emphasis on the prevention of homelessness. However, it is useful first to set out the Council's formal assessment duties – and the number of people accessing these. This shows the reasons and trends behind homelessness, which then leads into how the various types of homelessness can be addressed, through prevention where possible.

Statutory homelessness assessments and the duty to accommodate

The Housing Act 1996 Part 7 (as amended by subsequent legislation) sets out the duties of local authorities towards people who are homeless, or about to be made homeless. If someone is homeless or threatened with homelessness, the Council encourages them to seek advice and assistance as soon as possible to seek to prevent homelessness. Where necessary, the Council will carry out a homelessness investigation to see whether the Council has a duty to secure accommodation. The stages are set out in law and the Council also has regard to the Government's statutory Code of Guidance on Homelessness.

A Housing Options Officer will be assigned to the investigation and will be the point of contact. In brief, the Council has a duty to accommodate the household temporarily during the investigation if they have nowhere to live and Council believes they are likely to be in priority need. The statutory stages to the investigation are outlined below:

- whether the applicant is eligible for assistance – this is not the case if the applicant is from abroad & subject to immigration control, or is from abroad & not habitually resident in the UK, or is a British Citizen and not habitually resident in the UK
- whether the applicant's household is homeless, or threatened with homelessness in the next 28 days (the Homelessness Reduction Bill might change this to 56 days)
- whether a member of the household is in a statutory priority need group (in brief, the main categories are pregnant women and families with children, 16/17 year olds and care leavers, people vulnerable for health reasons and people fleeing violence)
- whether the applicant became homeless intentionally (for instance, through giving up accommodation when they did not have to or through not paying their rent when they were capable of doing so)
- whether the applicant has a local connection with Rutland (or there are special circumstances, such as being a member of the Armed Services, not having a local connection anywhere, or fleeing violence).

Once the investigation is complete, a senior Officer will make a decision on the application. Where a household is in priority need, is unintentionally homeless and has a local connection, the 'full' homelessness duty applies. This requires the Council to arrange to secure accommodation for the household. This may involve the use of temporary accommodation until the household may be rehoused through the housing register. The housing

register gives a high priority to many homeless households. Alternatively, the household may be made an offer of suitable 'qualifying' private rented accommodation for a minimum of one year, which they would be required to accept. Further information on temporary accommodation is provided under Aim 2 (section 4) below.

Information and advice

The Council has a legal duty to ensure that there is a free advice and information service about homelessness and the prevention of homelessness in the County. The first step is to consider whether they can work with the household to resolve whatever the issue may be and try and help them stay in their current home. This could be by:

- negotiating with family and friends, including use of mediation
- negotiating with private landlords and agents
- negotiating with mortgage lenders
- assisting with maximising their income, for example help with applying for benefits.

The Council's Housing Options team currently provides the following homelessness prevention measures:

- Rent Deposit Scheme
- Homelessness Prevention fund
- access to mediation services
- home visits where necessary, by the Council or its advice and support partners
- Pre-Eviction Protocol with housing associations
- Housing Allocation Policy.

In October 2016, the Government announced it would support the Homelessness Reduction Bill. If passed, this would augment the Council's efforts at preventing homelessness. We would be expected to agree a plan with many individual households threatened with homelessness, or who are homeless, to seek to retain or obtain accommodation. This will increase our duties to some households, but we may have a reduced duty to some other households if they do not co-operate after receiving a warning notice.

With rent levels particularly high in Rutland, landlords are concerned about future cuts and the impact on potential tenants that may be on benefits.¹

Citizens Advice Rutland recorded 1,866 housing enquiries in January to September 2016. Timely advice and advocacy plays a major role in homelessness prevention.

The statistics below relate to people contacting the Council.

¹ This is evidenced by the SHMA 2014 (Chapter 7 and Appendices) and research into local rental markets by Ecorys, 2011 (Table 3.8).

Rutland County Council Housing Options Delivery Data

Housing Options Service Overview 2015/16

Data Period	Homelessness Preventions			Homelessness Acceptances			Temporary Accommodation			Housing Register		
	14/15	15/16	Trend	14/15	15/16	Trend	14/15	15/16	Trend	14/15	15/16	Trend
Quarter 1	10	10		3	8		6	6		226	280	
Quarter 2	17	19		2	6		5	5		246	304	
Quarter 3	9	13		11	9		5	8		246	326	
Quarter 4	22	19		7	11		3	5		270	334	
YTD Total	58	67		22	34							

Coding:
Red: Decrease
Green: Increase
No Change: Purple

Homelessness Activity

Data Period	Enquiries Pending			Preventions			Not Prevented			Enquiry Outcome 15/16			
	14/15	15/16	Trend	14/15	15/16	Trend	14/15	15/16	Trend	Private Sector	Social Landlord	Mediation	Housing Benefit
Quarter 1	3	3		10	10		1	2		1	7	0	0
Quarter 2	7	7		17	19		4	1		0	16	0	0
Quarter 3	3	10		9	13		4	1		2	0	0	1
Quarter 4	6	4		22	19		6	2		1	14	0	0
YTD Total	19	24		58	67		15	6		4	37	0	1

Homelessness Decisions

Quarter	Unintentionally homeless & In Priority Need			Intentionally homeless & In Priority Need			Households inc Children		Eligible not priority			Eligible not homeless			Ineligible (on statutory immigration grounds)		
	14/15	15/16	Trend	14/15	15/16	Trend	14/15	15/16	13/14	15/16	Trend	14/15	15/16	Trend	14/15	15/16	Trend
Quarter 1	3	8		1	0		6	5	0	0		1	6		0	0	
Quarter 2	2	6		3	0		6	6	1	1		6	4		0	0	
Quarter 3	11	9		3	0		9	8	1	4		3	5		0	0	
Quarter 4	7	11		1	1		5	7	1	3		1	4		0	0	
YTD Total	23	34		8	1		26	26	3	8		11	19		0	0	

Reasons for Presenting Homeless (Main Reasons)

Quarter	Domestic Abuse			Ministry of Defence (e.g. Kendrew or St George's Barracks)			Section 21 (termination of assured shorthold tenancy at the end of its fixed term)			16-17 Year Olds			Parents Not Willing to Accommodate		
	14/15	15/16	Trend	14/15	15/16	DOT	14/15	15/16	DOT	14/15	15/16	DOT	14/15	15/16	DOT
Quarter 1	2	1		1	2		1	1		0	0		1	0	
Quarter 2	0	5		1	0		1	0		0	0		1	1	
Quarter 3	1	2		1	1		4	2		0	0		3	1	
Quarter 4	2	2		0	1		1	0		0	0		1	1	
YTD Total	5	10		3	4		7	3		0	0		6	3	

Coding:

Red: Decrease

Green: Increase

No Change: Purple

Housing Register

37 Quarter	Applications			Nominations			Live Applications		
	14/15	15/16	DOT	14/15	15/16	DOT	14/15	15/16	DOT
Quarter 1	103	116		62	66		70	101	
Quarter 2	75	99		67	56		69	85	
Quarter 3	65	75		77	43		55	60	
Quarter 4	102	86		114	40		95	80	
YTD Total	345	376		320	205		289	326	

The Council and its partners make strenuous efforts to prevent homelessness, but unfortunately the rate of households owed the main homelessness duty is increasing, from 23 in 2014/15 to 34 in 2015/16. Homelessness-related domestic abuse has also increased since the last Homelessness Strategy.

The impact of welfare reform and the launch of Kendrew Barracks has not yet had as great an impact on housing need as some had predicted. However, these aspects, coupled with the shortage of housing at reasonable prices locally (particularly for single people), are helping to contribute towards a steady rise in homelessness which is expected to continue for some time. For example, from October 2017 most under 21s will not be able to claim housing costs in new Universal Benefit claims. However, the Government states that vulnerable people, such as those single people to whom the Council might have had the 'full' homelessness duty, will be exempt.

4. AIM 2 – PROVIDE TARGETED SUPPORT FOR VULNERABLE HOUSEHOLDS

Temporary accommodation

The Council has a duty to provide certain homeless households with temporary housing, whilst it attempts to help them to resolve their housing problems. With relatively low numbers needing accommodation, the amount of temporary accommodation available is also small. The stock of properties is managed by Spire Homes and is changed according to operational needs.

There is no accommodation for single non-priority homeless households within Rutland with people having to go to Peterborough, Leicester or Grantham to find places in direct-access hostel accommodation. It is sometimes necessary to use bed and breakfast accommodation. Unfortunately, we can usually only obtain this in Leicester or Peterborough, which can cause many practical problems for homeless households. The use of this accommodation has increased since 2015 and this needs to be carefully monitored over coming months.

Even with the small numbers involved, there is still concern for those households waiting in temporary accommodation of various types for long periods until a long term home becomes available.

A number of households have issues such as former tenant arrears with a housing association, or a support issue where a support package needs to be put in place for them to live independently. Households in these circumstances are worked with to make sure that their needs are met, in order that social landlords are willing to consider them for an offer of permanent housing.

Housing, health and wellbeing

Housing is one of the 'Wider Determinants of Health' and is an integral part of the Council's social care assessment and support planning responsibilities under the Care Act 2014. The Council has responsibility for public health, which is administered through the Rutland Health and Wellbeing Board.

Homelessness can have significant health implications. This is not just the risk of rooflessness (which is most likely to affect single people), but also through the potential stress and upheaval of losing a home, living in temporary accommodation and accessing services such as schools from a different address. This can be exacerbated if the loss of accommodation was particularly traumatic (such as fleeing violence) or if the household has someone who has vulnerabilities. This Housing and Homelessness Strategy aims to address these issues through partnership working where possible.

People with chronic long term conditions may have physical needs which require major adaptation of existing properties, extra care or other housing with support, or in some cases residential care. Further information on housing, health and wellbeing is under 'Aim 4 – Ensure existing homes are fit-for-purpose'.

There were 600 claimants of Employment & Support Allowance through the whole of Rutland at February 2016, which was the main 'sickness' benefit for people of working age (source: DWP via HI4EM).

Community Safety

There are a number of professional groups promoting community safety in Rutland which are particularly relevant to the Housing and Homelessness Strategy. They work to prevent crime, harm and anti-social behaviour and to prevent reoffending:

- the Joint Action Group - this is a multi-agency approach to addressing crime and disorder;
- the Domestic Abuse Group works with United Against Violence and Abuse (UAVA) to provide advice and resettlement / safety support to both male and female survivors; this also includes where appropriate access to women's refuges in nearby areas;
- the Multi Agency Risk Assessment Conference (MARAC), which meets in Rutland and assesses high risk domestic abuse cases;
- the Multi Agency Public Protection Panel (MAPPA);
- the Hoarding Group addressing the challenging issue of hoarding possessions.

Although Stocken Prison is within Rutland, prisoners released from there do not generally seek to access housing services in Rutland. Most return to their home areas in other parts of the country. In any case, time spent in prison does not count towards a local connection. When prisoners do seek assistance in Rutland, they have generally been detained at prisons in other areas such as Leicester or Peterborough. If prisoners are released on 'licence' they will be eligible for support from the National Offender Management Service who will advise on options available.

Rutland Foodbank

One of the major changes in the local partnership arrangements since the adoption of the previous Homelessness Strategy in 2012 is the establishment of the Rutland Foodbank. This is run by local volunteers under the auspices of the Trussell Trust, the largest provider of food banks in the UK. In 2015/16, the Rutland Food Bank fed an average of 51 people a month, generally for short periods. Around 5 tonnes of food were distributed. Clients are referred to the Foodbank through a voucher scheme by a wide range of referral agencies.

Prevention and support

The Council has commissioned a new range of Community Prevention and Wellness Services. This will be delivered by the Rutland Access Partnership (RAP), which is a partnership between The Bridge, Citizens Advice Rutland and Spire Homes. This includes housing support which is provided to those people at risk of homelessness and other vulnerable households. Other services include information and advice (including housing and

homelessness), sensory impairment services, older people's services, volunteering and promotion of healthy lifestyles. This helps to maximise the individual's independence, community participation, health and wellbeing through living in their own home sustainably and safely. The redesigned services commence from 1 April 2017.

The long term future of realistic levels of funding Housing Benefit funding for supported housing is also uncertain. This will be protected from the Local Housing Allowance cap until 2019/20 and will be exempted from the shared accommodation rate for under 35s. From 2019/20 a new funding model will protect supported housing from the cap through a ring-fenced top-up fund. This cash limited fund will be administered by councils, who will be expected to work to commissioning objectives in partnership with other agencies.

The Council also operates a crisis fund for households with urgent and severe material needs. This dealt with 205 applications and reviews in 2015/16, of which 142 were awarded. The total value of awards was £12,400, with an average value of £87.32. The awards are often in the form of vouchers or essential goods rather than cash. The Council leads a multi-agency Welfare Reform Working Group to address these issues. The Council contributes towards the cost of the Melton Furniture Project.

Households including children, young people or expectant mothers

The Housing Options team work closely with children's social care to support families in crisis and to help safeguard children where necessary. This includes supporting the Council's Changing Lives programme for families with complex needs, working to resolve housing issues affecting children with additional needs and participating in multi-agency professionals meetings. The Council is committed to tackling Child Sexual Exploitation and all staff have undergone training regarding this.

Families with children & expectant mothers are priority need groups under the homelessness legislation. The numbers of families with dependent children who are classed as intentionally homeless is fortunately low. Where this does occur, partnership working can usually identify a constructive solution.

The Council's Housing Options service and housing associations work closely to support the Leaving Care team and other services for families and young people, to enable positive outcomes through early intervention. This includes a Joint Protocol for working with 16 and 17 year olds, with joint interviews including Housing Options staff and children's social care.

The Council is working with partners in Leicestershire to welcome 12 Syrian refugees (envisaged to be three households) to Rutland over the next 4 years. This is facilitated by Home Office funding and a Syrian Vulnerable Persons Re-settlement Co-ordinator employed by Charnwood Borough Council, who covers Rutland and participating councils in Leicestershire. A support agency has been commissioned to provide intensive support whilst the families integrate, supported by the multi-agency partnership.

Military of Defence personnel, civilian base workers and their families

There are nearly 1,500 serving Army personnel in Rutland, as well as 1,000 other family members and around 4,000 known veterans. There are also many families with an RAF background due to the former air bases at Cottesmore and North Luffenham. We will continue to work closely with the MoD to ensure that rotations of personnel in and out of bases in Rutland run smoothly.

The Council, in line with legislation and our Armed Forces Community Covenant, does not require Armed Forces personnel to have a local connection to fully access homelessness and housing allocation services. Further details are in the Council's Housing Allocation Policy. In some cases, their other family members may wish to settle in Rutland on their own. Where the family member does not have a local connection, the Council will have regard to the Armed Forces Community Covenant which highlights the respect, support and fair treatment deserved by their families.

The statutory Homelessness Code of Guidance highlights serious health problems (for instance, post-traumatic stress disorder) as one example of how single MoD personnel can be in a priority need group for homelessness.

The Council works closely with MoD families in housing need who may require support from the Council, as well as with the MoD itself. Civilian base workers can also have housing needs, although in many cases they will already have a local connection.

Single homeless people

It is unusual for people to sleep rough in Rutland, but it is not unknown. The Rough Sleepers Programme will be delivered by a multi-agency partnership co-led by The Bridge and covering Leicester, Leicestershire and Rutland. It is funded by CLG and will enable rough sleepers, or those at risk of rough sleeping, to receive intensive support. The programme will also work with hospitals and prisons.

There are other people who have nowhere settled to live. Options include sharing with friends, trying to access the private sector through the rent deposit scheme or trying to access one of the few one-bedroomed rented affordable flats. We have prioritised this need. Since 2014, 14 new one-bedroomed general needs properties have been built by housing associations in Rutland. This may become more challenging in the future due to the impact of welfare reform on Housing Benefit, such as the forthcoming restriction on under-35s being restricted to the equivalent of a single room rent, but new one-bedroomed flats remain a priority for the Council where appropriate.

People with learning disabilities or mental health needs

The Council promotes independent living for people with learning disabilities or who have experienced mental ill health. The Council works with partners to

promote independent living for people with learning disabilities (including autism and Asperger's Syndrome) in a range of settings, including self-contained accommodation wherever possible.

The housing needs of older people

We will develop a Market Position Statement for Older People's Accommodation. This will support our Adult Social Care Strategy in helping to address the needs of an ageing population. This will seek to ensure that people can get the right level and type of accommodation support, at the right time. This should enable more people to live safely and independently in their home of choice, with an improved quality of life in their later years. The Council can assist older people with home adaptations (see 'Aim 4 – Ensure existing homes are fit-for-purpose' for more details).

The number of older people becoming homeless is very low as applicants can generally be rehoused through the housing register beforehand.

5. AIM 3 – SUSTAINABLE GROWTH

The Council's Statutory Development Plan sets out our approach to sustainable growth in general, including all types of housing. In brief, the adopted Local Plan requires an average of 150 dwellings per year over the period 2006-2026. We are reviewing the Local Plan, which we envisage will be adopted following an Examination in Public with an independent Inspector in 2018. We proposed in our Issues and Options consultation that an average of 173 dwellings per year be completed between 2015 and 2036, in line with the SHMA Update 2015.

We will consider the types of market housing needed in Rutland as part of the review, including the need for a small amount of one bedroomed accommodation particularly suitable for rental to people of working age. We will also have regard to the need for serviced plots for custom-build housing, in accordance with legislation. The Council requires a local connection for applicants to join Part 1 of the register (for whom the Council will ensure a supply of plots), which is detailed at Appendix 2. At 15/11/16, there were 20 people on the Council's custom build register, of which six lived in Rutland. The register is used primarily to monitor demand against the number of custom build plots granted planning consent and to assist with plan-making. However, those on the register do not have any personal right to be provided with a plot. SI 2016/950 Self-build and Custom Housebuilding Regulations 2016 (Regulation 3) defines 'serviced plot' very broadly. This means that the supply monitoring requirements of Section 2A of Self-build and Custom Housebuilding Act 2015 can be met by many single dwelling developments and have little relationship to individuals using the register.

Under the Housing Act 1985 (as amended) the Council is expected to consider the need for places on inland waterways where houseboats can be moored. There is no demand for houseboats in Rutland given the absence of any existing market locally, nor are there any suitable locations.

Under the same legislation, the Council is expected to consider the need for sites on which caravans can be stationed. The need for caravan accommodation is being considered through the Local Plan Review. Rutland County Council commissioned, jointly with South Kesteven District Council, the Gypsy, Traveller and Travelling Showpeople Accommodation Assessment 2016. The report concludes that there is an overall shortfall in Rutland over the next twenty years of some 13 residential pitches for Gypsies and Travellers and 10 plots for Travelling Showpeople. The assessment is not a policy document, but is an evidence base document which will help to inform the Council's planning decision-making. Since the report was published, the Council granted planning consent for an additional four pitches within the boundaries of an existing Gypsy and Traveller site in Langham.

In line with the Homelessness Code of Guidance, the Council has no plans to use caravans for temporary accommodation for homeless people.

The need for affordable housing

The section above on 'Rutland's Economy and Housing Market' shows the high cost of housing in Rutland compared with incomes.

Homelessness - and the allocation of housing to households in need - is directly affected by the number of new affordable homes being developed within the Rutland area. These help both to prevent homelessness and to provide opportunities for people to be rehoused.

Rutland is in a Housing Market Area which also consists of South Kesteven, Peterborough and South Holland (in southern Lincolnshire). The SHMA Update 2015 found a need for 35 additional new affordable homes per year in Rutland for the period 2014-36, on top of new affordable housing that was already in the short-term pipeline. These SHMA calculations did not include the need for Starter Homes. The Council's affordable housing target is for 40 additional affordable homes per year of all types. At least 20 of these should be rented affordable homes (including 'rent to buy').

The table below shows our housing register (waiting list) at 1 April 2016:

	Number of households
Households requiring 1 bedroom	160
Households requiring 2 bedrooms	114
Households requiring 3 bedrooms	40
Households requiring 4 or more bedrooms	20
Total households on register	334

The Government has phased out the provision of new 'social rented' homes (set according to an historic rent formula) to concentrate any remaining general needs provision on 'affordable rented' properties at 80% of market rents. The latter generally have a fixed term of five years before the tenancy is reviewed to see if it is still needed to address the household's needs. The introduction of fixed term rented affordable tenancies was too recent for their expiry to be a reason for homelessness by the time the Housing and Homelessness Strategy was being developed. The Council's statutory Tenancy Strategy 2013 makes clear that housing associations are expected to work very closely with tenants to address any issues that may arise constructively and in good time.

The SHMA 2014 provided information on affordable housing mix, both through the numerical table below and by highlighting that these decisions need to be taken in a broader socio-economic context.

Table 64: Guidance on Affordable Housing Mix

AFFORDABLE	1-bed	2-bed	3-bed	4+ bed
Peterborough	35-40%	25-30%	25-30%	5-10%
Rutland	40-45%	30-35%	15-20%	5-10%
South Holland	20-25%	35-40%	30-35%	5-10%
South Kesteven	20-25%	40-45%	25-30%	5-10%
HMA	30-35%	30-35%	25-30%	5-10%

Providing affordable housing

The Council's planning policies require 30% affordable housing to be provided on sites of 11 or more homes (6 or more in villages), subject to viability. As an exception, small sites entirely or predominantly consisting of affordable housing may also be permitted within or adjoining villages (as opposed to being within the Planned Limits of Development). Where a developer or a housing association is required to provide affordable housing through the planning system, this is generally required through a section 106 agreement.

The Council's planning policies aim for 80% of affordable housing to be rented in line with the SHMA, but this is subject to viability and the national economic situation. The Council will update its Planning Obligations Supplementary Planning Document in 2017 to take account of Starter Homes and other changes regarding the provision of affordable housing. This will also be taken into account in the Local Plan Review and the Council's work with communities developing Neighbourhood Plans, which are part of the Statutory Development Plan. We will continue to liaise with Neighbourhood Plan groups regarding the type of housing needed locally, including the specific types of affordable housing needed.

The Government's Homes and Communities Agency (HCA) has historically provided funding to assist registered providers (in Rutland, essentially housing associations) to provide affordable housing, provided that the association's bid was successful and the development was beyond what had to be provided as a minimum through the planning system.

Some further funding for rented housing was announced in the 2016 Autumn Statement. In addition, a small amount of general needs rented housing had already been allocated funding through the HCA's previous programme (for 2015-18), such as the rented housing on the two Council-owned garage site at Beech Road and Westfield Avenue, Oakham.

In recent years, we have worked successfully with Accent (formerly Accent Nene), Cross Keys Homes, NCHA, Spire Homes (Longhurst Group) and Waterloo (De Montfort Housing Society) to deliver new affordable homes.

Since 2014 fourteen new one-bedroomed general needs properties have been built by housing associations in Rutland. The development of 7 further such properties is in the pipeline.

The table below shows affordable housing delivery in the period covered by the previous Housing Strategy (2012-17) and this Housing and Homelessness Strategy for 2017-22.

	Rented	Affordable purchase (Government definition at the time)	Total (target 40)
2012/13	14	12	26
2013/14	12	6	18
2014/15	47	15	62
2015/16	28	22	50
2016/17 (forecast)	6	0	6
Average for 2012-17 Housing Strategy period	21	11	32
2017/18 (target)	20*	20	40
2018/19 (target)	20*	20	40
2019/20 (target)	20*	20	40
2020/21 (target)	20*	20	40
2021/22 (target)	20*	20	40

* Includes Rent to Buy.

The Housing White Paper states the Government's intention to relaunch the HCA as Homes England "to make a home within reach for everyone." The White Paper proposes moving national policy back towards providing a wide range of affordable homes, with starter homes as part of a broader part of a minimum requirement of 10% of development being affordable home ownership. Affordable rented housing would be provided as well, with the Government also continuing to stimulate the commercial market. This would be through changes to the National Planning Policy Framework, regulations covering the delivery of starter homes and Ministers revising the funding priorities.

Making the best use of assets held by the Council

The Council makes proactive use of its assets to enable development, as well as other funding opportunities in Rutland.

In Oakham, in the Catmose Campus project, the opportunity was taken to replace the outdated school buildings and to build a new school on a different part of the site. This has also enabled the development of 125 homes, including 25 affordable homes.

The Council sold the former Parks School site in Oakham, which is surplus following the relocation of the school to another part of Oakham. The Council undertook a bidding process, which disposed of the site for potential residential use. This led to the development of 61 homes, including 21 affordable homes.

The Council also owns a former Highways depot at Ashwell, near Oakham. It has been working with partners to seek to develop housing on the site, including a substantial proportion of affordable housing. This is subject to planning and the resolution of certain technical issues regarding the site.

The Council prefers affordable housing to be developed on site to facilitate the development of affordable housing, but there are exceptional circumstances (particularly where the overall development is of five homes or less) where the payment of a financial contribution to enable off-site provision may be acceptable under planning policy. At 30 September 2016, the Council held £272,155 in commuted sums for the development of affordable housing. We expect to hold £1 million in the near future, including other agreements which are currently signed or pending. This includes £601,000 which we have successfully negotiated from the McCarthy and Stone older person's housing development on the former Lonsdale House site in Oakham. We will shortly develop a prioritised programme for spending of commuted sums for affordable housing. We will have a key role in enabling its delivery.

Decisions regarding affordable housing expenditure need to be made which provide good value for money, are appropriate for the local community and which are sufficiently timely to take advantage of opportunities.

The Council charges Community Infrastructure Levy (CIL) on most new planning permissions that are not affordable housing, starter homes, sheltered housing, self-build, nor conversions with no additional floorspace. This is used to support new infrastructure, which must be included in the Council's "section 123" list, which incorporates items for education, health, social care, economic development and a range of other local services to support growth.²

Making home ownership more accessible

The Council encourages the development of a wide range of housing types, including smaller market homes, housing for older people and affordable housing (including shared ownership housing). Government initiatives such as Help to Buy and Starter Homes will also make an important contribution to the supply of low cost home ownership and homes for first time buyers.

In the three year period April 2013 to March 2016, 140 Help to Buy Equity Loans were made in Rutland (source: CLG official statistics). These were not classed as affordable housing but assisted with access to the market. They are funded by the Government and developers.

Starter Homes were not traditionally an affordable housing product but, according to the Government's definition:

- are sold at 80% of the cost of the same home on the open market; and
- do not have a sale price of more than £250,000; and
- are sold to first time buyers, where at least one of the purchasers is under 40; and
- cannot be sold without the discount – nor rented out – within the first 5 to 8 years from the initial purchase.

² Further information is on the Community Infrastructure Levy section of www.rutland.gov.uk

6. AIM 4 – ENSURE EXISTING HOMES ARE FIT-FOR-PURPOSE

Housing condition: affordable homes

The Council transferred its housing stock of 1,242 dwellings to Spire Homes on 9 November 2009, following an evaluation of options for bringing the dwellings up to the Decent Homes Standard. The sale price Spire had to pay for the homes took into account the future income from their continued use as social rented housing and the amount of work which needed to be carried out to the properties. By 2015, Spire had:

- spent £21 million on improvements
- replaced 956 kitchens & 920 bathrooms
- upgraded 745 heating systems
- replaced 176 roofs
- carried out environmental improvements
- regenerated two run-down garage sites and a low demand sheltered housing scheme at Branston Road, Uppingham and replaced them with 38 homes (36 of which were affordable)
- had plans well advanced to regenerate a low demand sheltered housing scheme at Beckworth Court, Empingham and refurbish or replace outdated concrete housing at a range of locations.

The vast majority of the other housing association properties in Rutland are new builds constructed from 1980 onwards and are generally in good condition.

Housing condition: private sector housing

The Council's Private Sector Housing Renewal Policy 2009 provides more details on the Council's private sector housing policy for existing development. The Council's private sector housing service is delivered in partnership with Peterborough City Council. The Council responds to complaints about poor quality housing and works with landlords to improve conditions in line with the Enforcement Concordat. Enforcement Action is taken when necessary.

The Empty Homes Officer, employed by Peterborough City Council in a shared service arrangement, works actively with owners and partners to bring empty properties back into use.

Accessible and safe housing for vulnerable people

NHS England and the Government will allocate the Better Care Fund to local areas based on a framework agreed with Ministers. This is a locally-held budget to improve the ways health services and social care services work together, starting with services for older people and people with long term conditions. Disabled Facilities Grants are now a component within the Better

Care Fund, with a budget of £195,000 in 2016/17.

Spire Homes Care and Repair Service provides a range of aids and adaptations to repair, improve and adapt service users' homes including the provision of Assistive Technology which has the potential to reduce injuries caused by falls. Their service users can be owner-occupiers or tenants of any landlord. Projects are also supporting falls prevention through awareness-raising about hazards and accessible design in the home, which may in turn influence people's own housing choices.

Rutland County Council continues to seek to implement innovative ways of supporting people to remain independent for as long as possible and to reduce the risk of non-elective admissions to acute settings. As a result we have embedded a fully integrated and multi-disciplinary hospital and reablement team to support the hospital discharge process. The team works closely with health partners both in our local health area and across borders. Its assessments and the delivery of care are therapy led which seeks to improve wellbeing and maximise independence and continues to support people in the community after discharge for a maximum of six weeks.

We are also looking at flexibilities within the Better Care Fund to see if Disabled Facilities Grant funding can be used in a more flexible way, to maximise the benefits for service users.

Fuel poverty

The Council recognises the threat cold or damp homes can pose to vulnerable people, through depression, stroke, heart disease and pneumonia. These can contribute to excess winter deaths. Fuel poverty can also affect the health and educational attainment of children. The Council promotes the reduction of energy consumption, to help residents save money and reduce carbon emissions. It is also a priority for the Council's Child Poverty Strategy, Housing Strategy and Private Sector Housing Renewal Policy.

Through the Energy Act 2013, the Government changed the definition of fuel poverty in England to the Low Income High Costs Indicator (LIHC). Using LIHC, a household is considered to be fuel poor if:

- they have required fuel costs that are above average (the national median level)
- were they to spend that amount, they would be left with a residual income below the official poverty line.

The table immediately below shows the proportion of fuel poor households in Rutland against the LIHC target.

	2011	2012	2013	2014
Rutland	13.6%	11.9%	9.3%	10.6%
East Midlands	13.3%	13.2%	10.4%	10.1%
England	11.1%	10.8%	10.4%	10.6%

There was a slight increase in fuel poverty according to the Government's model between 2013 and 2014, which was also the case with the Council's four rural neighbouring councils which have broadly similar housing stocks.

When a property is sold or rented, it has to have an Energy Performance Certificate (EPC) which is recorded ('lodged') on a national database. These are placed into bands, with 'A' having the best performance and 'G' the poorest. The table below shows a significant improvement in domestic property ratings in Rutland lodged since 2010.

Assessments during	A	B	C	A to C	D	A to D	E	F	G
2010	0%	6%	24%	30%	36%	66%	21%	10%	3%
2012	0%	12%	24%	36%	38%	74%	18%	6%	1%
1/7/13 to 30/6/14	0%	14%	21%	35%	42%	77%	17%	5%	1%
1/7/15 to 30/6/16	0%	22%	20%	42%	32%	74%	18%	6%	3%

Calculated from Government Live Table D1

Figures provided by Spire Homes show that 92% of EPCs completed since 2012 were in Band D or above.

The Council works with a range of partners to promote awareness and action on fuel poverty and energy efficiency issues. Around 450 home energy audits were carried out between September 2012 and June 2015, to facilitate energy saving practices and measures and to encourage switching fuel suppliers to save money.

There were 149 ECO (Energy Company Obligation) measures installed in Rutland homes in 2015. The Council will submit its second progress report under the Home Energy Conservation Act in March 2017, setting out the measures we intended to take in future years. This includes how we intend to progress the national target of ensuring that as many fuel poor homes as reasonably practicable achieve a minimum energy efficiency rating of Band E by 2020, Band D by 2025 and Band C by 2030. It also includes the Council's initiatives to encourage people to change suppliers.

APPENDIX 1

Action Plan 2017-22

Aim 1 – Preventing homelessness and promoting housing options						
Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Access to Information and Advice						
<p>5 Review public information (leaflets, website, etc.) and update and disseminate in community and with agencies as appropriate.</p>	RCC	Jan 2017	Summer 2017	Information updated during lifetime of 2012-17 Homelessness Strategy but on-going work required.	Within existing resources, or covered by the development of the new Council website.	Information will be kept under review. Information will be made available to the Accessible Information Standard where appropriate.
Continue to work with schools to hold sessions to help prevent homelessness (e.g. theatre workshop).	RCC	Feb 2017	Feb 2017	Successful sessions (e.g. Zest Theatre Workshop) held during 2012-17 Strategy Period.	Within existing resources (booked and paid for).	To continue work.

Aim 1 – Preventing homelessness and promoting housing options

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
<i>To provide robust customer services and ensure the service meets need</i>						
Develop and carry out customer feedback surveys of applicants for housing and homelessness services. Include Housing Options information in the Customer Services Team (CST) 'How have we done?' feedback system.	RCC	April 2016	April 2017	Existing operational experience will help to inform the review.	Within existing resources.	This will depend on the outcome of the review.
Deliver training within the CST to enable them to deliver more front line housing support.	RCC	July 2016	Summer 2017	Some work complete. Review of training needs on-going.	Within existing resources. Envisage CST access to housing system.	Service Level Agreement adopted July 2017. Includes training and quarterly meetings with manager.
Examine the scope and scale of the rent deposit scheme.	RCC	June 2017	Summer 2018	N/A.	To be scoped.	This will depend on the outcome of the review.
Continue to work closely with housing associations regarding tenancy access and sustainment for those with limited financial resources.	RCC / associations	On-going.	On-going	Through Homelessness Forum.	On-going.	These will depend on the issues identified and future changes to resources and benefits.

Aim 1 – Preventing homelessness and promoting housing options

<i>Action</i>	<i>Action Owner</i>	<i>Action Start Date/ Milestone</i>	<i>Action End Date</i>	<i>Progress</i>	<i>Initiative Status & resources</i>	<i>Further Actions needed?</i>
<i>To provide robust customer services and ensure the service meets need</i>						
Examine whether other measures are needed to support homeowners in difficulty.	RCC	June 2017	Spring 2019	N/A.	To be scoped.	This will depend on the outcome of the review.
If the Homelessness Reduction Bill is passed, put measures in place to implement it having regard to any relevant statutory guidance.	RCC	TBC	TBC	Dependent upon passage of Bill and its implementation date.	Some Govt. funding in 2017/18 and 2018/19 – amount TBC.	This will depend upon any final legislation, guidance and Government funding.

Aim 2 – Provide targeted support for vulnerable households.

<i>Action</i>	<i>Action Owner</i>	<i>Action Start Date/ Milestone</i>	<i>Action End Date</i>	<i>Progress</i>	<i>Initiative Status & resources</i>	<i>Further Actions needed?</i>
Work with partners to welcome 12 Syrian refugees to Rutland over the next 4 years.	RCC	April 2016	March 2021	SLA drafted Summer 2016. First arrivals November 2016.	Govt. grant available.	Operational action plan in place.

Aim 2 – Provide targeted support for vulnerable households.

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Work with relevant stakeholders to look further at preventative work with members of the Armed Forces community and build on existing staff awareness.	RCC	30/9/17	30/3/19	Not yet started	Within existing resources.	To be scoped.
Review information sharing protocols with statutory agencies to ensure the needs of vulnerable clients are met (for instance, regarding young people, safeguarding, anti-social behaviour and prevention of evictions/homelessness).	RCC	April 2017	September 2019	The Joint Protocol for Homeless 16 and 17 year olds, the Joint Action Group and the Homelessness Forum will help to provide the framework for the review.	Within existing resources.	The detail regarding the number and scope of protocols required will be determined.
Launch a new range of Preventative and Community Support Services, including housing floating support, through a co-design process.	Head of Commissioning	Spring 2016 (tendering)	On-going	Tendering process underway in 2016/17.	New service to commence from 1 April 2017.	Not yet known.
Consider support and options for older people to move to smaller and more sustainable accommodation.	Deputy Director for People	Summer 2015	March 2018	Market Position Statement for Older People's Accommodation to be completed March 2018.	Planning Policy team to consider implications in Local Plan Review.	These will be determined in the light of the Market Position Statement, emerging needs and good practice, taking account of available resources.

Aim 3 – Sustainable Growth

<i>Action</i>	<i>Action Owner</i>	<i>Action Start Date/ Milestone</i>	<i>Action End Date</i>	<i>Progress</i>	<i>Initiative Status & resources</i>	<i>Further Actions needed?</i>
Adopt a revised Local Plan to help meet a wide range of local housing needs and to promote economic growth.	Planning Policy Manager	Summer 2015	Late 2018.	Issues & Options consultation completed.	Preparing for Preferred Options consultation in mid 2017.	Local Development Scheme (timetable) being revised and budget requirements under consideration.
Continue to provide advice to Neighbourhood Plan groups for the need of different types of housing, including affordable housing.	Planning Policy Manager	On-going	On-going	Advice on affordable housing needs provided to a number of groups.	Housing Strategy team provides advice to NP groups.	Ensure this approach is embedded.
To consider our approach to custom build housing.	Planning Policy Manager	October 2016	Late 2018	Register in place.	New regulations from 31/10/16.	Approach for bringing serviced plots forward & implementation of local connection.
To update the evidence base regarding viability, dwelling mix and accessibility standards.	Planning Policy Manager	Summer 2015	31/12/17	Whole Plan Viability Study.	Resources available to produce evidence.	Include older people's housing & 1 bed homes for people of working age. Test market deliverability through Whole Plan Viability Study. Consider outcome of the Preferred Options consultation.

Aim 3 – Sustainable Growth

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Create at least 40 more affordable homes per annum, to include all forms of affordable housing. At least 20 of these should be rented affordable homes (including 'rent to buy').	Director of Places (D&E)	On-going	On-going	Average of 32 affordable homes per year 2012-17, of which two-thirds rented.	Developer contributions & HCA funding. Reduced resources for rented going forward.	Whole Plan Viability Study commissioned. Local Plan Review due to be adopted in 2018.
To develop priorities and a programme for the spending of commuted sums for affordable housing.	Director of Places (D&E)	Spring 2016	Autumn 2017	Planning Obligations SPD 2012 sets out broad criteria.	Committed sums through section 106 agreements.	Consideration of detailed priorities and the Council's role in enabling its delivery.

Aim 4 – Ensure existing homes are fit-for-purpose

Action	Action Owner	Action Start Date/ Milestone	Action End Date	Progress	Initiative Status & resources	Further Actions needed?
Completion of the targeted investment programme in concrete dwellings following the housing stock transfer in 2009.	Spire Homes	2009 (stock transfer)	31/3/18	A number of sites have been refurbished.	Spire Homes is putting funding in place.	Some refurbishment work is linked to planning applications for adjacent areas.
Update the Council's private sector housing policies.	Director of Places (P&T)	13/2/17	31/12/19	Private Sector Renewal Policy (including DFGs) to be considered by Cabinet 18/4/17.	To be scoped.	To be scoped.
Reduce the number of properties vacant in Rutland for more than 6 months by 15% (from a 31 March 2016 baseline).	Director of Places (P&T)	31/3/16	31/3/19	A year by year comparison will be available after 31 March 2017.	Support is provided by a specialist Empty Homes Officer through a shared service.	To be determined.
Produce and submit the Council's second Home Energy Conservation Act Progress Report on 31/3/17, 31/3/19 and 31/3/21, including targets to combat fuel poverty.	Director of Places (D&E)	1/8/16	31/3/19	First Progress Report has been submitted. Second Progress Report under preparation.	Resources in place to produce document and deliver Council's actions.	Finalisation of second Progress Report. Submission of Progress Reports by the target dates.

APPENDIX 2

Criteria for the self-build and custom housebuilding register

The Council has a register for people who are seeking to buy a serviced plot of land for custom or self-build housing in Rutland (“the custom build register”), as required by the Self-build and Custom Housebuilding Act 2015.

A person or association is eligible for entry under Government regulations if the person / association’s membership:

- is aged 18 or over AND
- is (or consists of people who are) a British citizen, a national of an EEA State, or a national of Switzerland AND
- pays any fee required to join and remain on the custom build register AND
- passes any relevant test of financial resources which the Council may have imposed AND
- is seeking (either alone or with others) to acquire a serviced plot of land in Rutland to build a house to occupy as that individual’s sole or main residence.

Additional local connection criteria, which have to be met for applicants to be placed on Part 1 of the custom build register

New regulations in October 2016 permitted a local connection criterion for the custom build register, which the Council is introducing through its Housing and Homelessness Strategy 2017-22. Applicants who meet the criteria in the bullet points above are eligible for Part 2 of the custom build register. Those who also meet the local connection criteria below are eligible instead for Part 1;

- They have lived and/or to have been in paid employment in Rutland for the preceding year, or for a total of three years out of the preceding five years OR
- They have an immediate family member who has lived in Rutland for the past three years. (Immediate family means a parent, child or sibling. Step and half relatives count as full relatives.) OR
- They (or another household member, to include cases of bereavement but not lodgers) are in the service of the regular or reserve armed forces of the Crown or where their application was made within five years of discharge.

These criteria are a simplified version of those used for entry to the Council’s housing register for affordable housing. ‘Paid employment’ is defined as having been in paid employment (not necessarily permanent) in Rutland for the relevant period, for at least 16 hours per week on average, with a common sense approach taken regarding brief periods of unemployment. For avoidance of doubt, in the unlikely event that the Housing & Homelessness Strategy 2017-22 is not replaced in a timely way, these criteria will remain in force unless specifically revoked or amended.

CABINET

21 March 2017

A1 ENGLAND TOURISM BID

Report of the Director for Places (Development & Economy)

Strategic Aims:	<i>Building Our Infrastructure, Creating an active and enriched community</i>	
Key Decision: No	Forward Plan Reference: <i>FP/200117/01</i>	
Reason for Urgency:	N/A	
Exempt Information	No	
Cabinet Member(s) Responsible:	Cllr Alan Walters Portfolio Holder for Community Safety, Culture, Sport & Recreation & Environment	
Contact Officer(s):	Paul Phillipson Director for Places (Development & Economy)	Tel: 01572 758321 pphillipson@rutland.gov.uk
	James Frieland Economic Development & Tourism Manager	Tel: 01572 758376 jfrieland@rutland.gov.uk
Ward Councillors	N/A	

DECISION RECOMMENDATIONS

That Cabinet:

1. Supports the submission of a £1,000,000 grant funding bid to the Discover England Fund and notes the £400,000 match funding requirement.

1. PURPOSE OF THE REPORT

- 1.1 To update Cabinet on the proposed bid submission to the Discover England Fund for the A1 England tourism project which seeks to increase inward investment from tourism into Rutland & partners' areas.

2. BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 Tourism is a key economic driver for Rutland and has been relatively stable and resilient for several years and visitor numbers remain buoyant. The economic impact of tourism in Rutland in 2015 was £113.05m, a steady increase of nearly 25% over

2009 figures. In employment terms it is calculated that 1,601 FTE posts existed in 2015 to support the tourist economy, an increase of around 6% compared to 2009¹.

- 2.2 However, it is a very competitive marketplace and hence critical to continue to explore new opportunities to increase visitor numbers. An expression of interest (EOI) was tentatively submitted by the Council to the Discover England Fund (a Visit Britain & Visit England partnership) in late 2016 in response to a publicised grant funding opportunity. The EOI incorporated the addition of four initial partners being Visit Harrogate, Welcome to Yorkshire, Visit County Durham and Northumberland Tourism but with Rutland taking a clear project lead. Rutland's EOI was one of only a handful of successful applications from around 40 submissions.
- 2.3 The successful expression of interest resulted in £20,000 of seed funding being made available to the Council which is currently being used to engage consultants to conduct research which will dictate the final product offer for the bid. The outcome of the research will also confirm where the main overnight destination stops will be so the number of partners involved may be increased accordingly.
- 2.4 A bid is currently being prepared for a grant of £1,000,000 which, if successful would be awarded conditional to £400k of match funding being made available as detailed in section 5 of this report. The deadline for the bid submission is 12th April 2017 which will need to include a business case and summary application form. The business case will consist of a project outline, details of the market in which it will operate and how it will be delivered.
- 2.5 A decision as to whether or not the bid has been successful is expected to be made in June 2017. If this is the case a legal report from a specialist state aid law firm will then need to be submitted to confirm that the project will comply with state aid criteria set out in section 6 of this report. A partnership agreement will also be required to detail project governance and evidence the commitment of key delivery partners. This document will explain how partners will work together to progress the aims and objectives of the project.
- 2.6 As the lead partner, the Council will be responsible for submitting the full application and will be the accountable body for the project. It will be responsible for project co-ordination and monitoring of deliverables with quarterly reports being prepared on performance and project outcomes if the bid is successful.
- 2.7 The Discover England Fund is focused on product development to meet the needs of international consumers. At the time of writing the project is expected to target mature experience seekers from Western Europe, mainly Germany and the Netherlands. A secondary market would be the USA. The project will create a product which inspires tourists from these countries to book a holiday to England through an international distributor and thus increases the number of visits, length of stay and level of spend from these markets.
- 2.8 The concept is a product attracting foreign tourists to visit Rutland and partners' areas loosely following the route of the A1 between London & Edinburgh. With a length of 410 miles, the A1 is the UK's longest road which follows an historic stagecoach route. Foreign visitors would be able to experience different aspects of traditional England in

¹ Steam Final Trend Report 2009-2015

a rural setting, for example village greens, pubs and inns, afternoon tea, thatched cottages, parish churches etc. This could be summarised as 'quintessential England', experienced in quiet, picturesque locations which retain a sense of history and life lived at a relaxed pace.

- 2.9 The product (the final name & branding for which will be informed by the ongoing research) would be offered in varying durations. and each would have a wide-ranging bespoke itinerary attached depending on the client's lifestyle preferences and personal interests. The underlying theme will be historic coaching inns and visitors would stay overnight in appropriate accommodation at each stage along the route.
- 2.10 Visitors would make a personal connection with people and places through culture and tradition and would stay 'off the beaten track'. They will have the opportunity to experience living like a local, taking in cultural icons and local food and traditions at the point of origin whilst remaining within easy reach of a major transport artery. Key destination stops would also provide a comfortable base from which to explore England's beautiful rural landscapes and some of its major historic houses. It would be the opposite of manufactured leisure activities and holiday experiences, e.g. theme parks and all-inclusive city breaks.
- 2.11 Project variables could be fine-tuned to drive penetration, frequency or value. For example, more visitor attractions could be added to each destination to increase the length of stay. The route could be divided into sections to encourage visitors to spend their entire trip exploring one section then returning later to visit another.
- 2.12 The route could be packaged for car, train or coach following the East Coast Mainline and using key connecting stations for visitors unable or unwilling to drive. More in-depth experiences could be added where available, e.g. half-day cookery classes to prepare a local delicacy, VIP tours of historic houses and guided tours/walks around the local area etc.
- 2.13 Once the product design phase has been completed and agreed the marketing consultant will begin to approach private sector partners to canvas interest in sponsorship and other marketing opportunities. These will include national companies such as coach, train, ferry, airline operators and travel agencies as well as smaller outlets likely to benefit from being promoted within package itineraries such as public houses, restaurants and hotels.
- 2.14 The business case will also set out detailed plans for international marketing activities and associated expenditure which will link plans for international distribution with identified markets and consumers. In addition to trade education and engagement as outlined above, elements of the grant will also be used for brand and tactical marketing.
- 2.15 The long term outcomes from the project will include increased visitor numbers (direct & indirect), extended visitor stays and improved visitor satisfaction. Impacts for Rutland and its project partners will include increased visitor expenditure, increased net GVA generated and employment supported. There will also be increased awareness and improved reputation of niche English sectors in overseas markets and an increased share of market niche visitors accounted for by non-London tourist destinations. The final business plan will include proposed metrics to evidence each of these.

- 2.16 The core objective of the Discover England Fund (DEF) is to develop products which drive growth in international visits and expenditure. Consequently, DEF's guidance stipulates that "projects should aim to build on and integrate into existing booking solutions by working with distribution partners who already have a successful route to market for the international consumer". It is therefore not proposed to use the funding to set up any new websites although it will clearly be pushed locally through the Discover Rutland site and similar sites operated by each of the partner organisations.

3. CONSULTATION

- 3.1 Consultation has taken place with Visit Britain and the Discover England Fund and is ongoing as they are consulting with overseas markets and a range of sector-specific distribution channels.
- 3.2 Initial partner organisations are on board and have confirmed their commitment to the project via email.
- 3.3 The project was discussed at a meeting of the Discover Rutland Management Committee on 23rd February with all members of this group extending their support.
- 3.4 A letter has been received from the CEO of the Greater Cambridge, Greater Peterborough Enterprise Partnership expressing its support for the project which is required to be submitted with the full bid application.

4. ALTERNATIVE OPTIONS

- 4.1 The Council has the option of pulling out of the project completely at any time before or after the bid has been submitted provided that any grant offer has not been accepted. In this instance it could hand over the project lead to another partner. Alternatively the project could simply cease completely and there is nothing to suggest that resurrecting it as an expression of interest for a subsequent funding round would not be an option.

5. FINANCIAL IMPLICATIONS

- 5.1 £20,000 of seed funding has already been granted by DEF and is being used to fund research consultants to produce a report to inform the business case (around £15k) and marketing consultants to approach potential private sector partners (approximately £5k).
- 5.2 The total grant application is for £1m. Match funding of 40% will be required in addition bringing the total project resource to £1.4m. Funding will be spread over the initial two year period of the project being 30% in year 1 (2017/18) and 70% in year 2 (2018/19). The latter reflects the need for a larger bulk of distribution and promotion in the final year.
- 5.3 The 40% match funding element will be split between private sector co-financing being a minimum 20% with the balance being monetised in-kind resources from partner organisations to include staff time and resource and marketing activities.

- 5.4 For this project, a total of £400,000 is therefore required in match contributions. A minimum £200,000 will need to be generated from private sector partners with the remaining balance (maximum £200,000) being in-kind public sector partner resources.
- 5.5 If the number of partner organisations does not increase from the existing five (Rutland County Council, Visit Harrogate, Welcome to Yorkshire, Visit County Durham and Northumberland Tourism), each would be responsible for committing £40,000 in match funding from in-kind resources. The Council's relevant management costs and resource input, e.g. from Economic Development and Tourism staff would be recharged to offset its share (£12,000 in 2017/18 and £28,000 in 2018/19). If additional partners sign up to the project, which is likely as new overnight stops and itinerary destinations are identified, each partner's in-kind contribution would clearly reduce proportionately.
- 5.6 The ideal position would be that all of the match funding can be sourced through private sector partners and this is currently considered to be an achievable objective. However, there is a risk that the total amount from private sector organisations might fall short in which case project partners would need to contribute a minimum in-kind amount as outlined above. Due to the extensive and ongoing work in researching the product offer and agreeing the best international marketing routes, a clearly defined product is not yet available for our marketing consultants to approach the private sector.
- 5.7 The project governance details and commitment from private sector organisations to provide cash match funding does not need to be confirmed to DEF until the bid has been deemed successful. This gives our marketing consultants plenty of time to continue to canvas interest after the bid has been submitted on 12th April. Until a formal grant offer has been made and accepted the Council and its partners are not tied in and no financial commitment is required.
- 5.8 Once the full grant is awarded and accepted, the Council as lead partner is responsible for repayment of any funds already paid to it in the event that it decides to abandon the project provided that relevant outcomes have not been met. The same would apply if the terms of the grant offer letter were to be breached or if state aid or procurement regulations were evidenced not to have been complied with.
- 5.9 Once Visit England and Visit Britain have a detailed understanding of the proposed project they will enter into discussions with the Council (as the lead applicant) over how the project resources will be funded by the DEF. This discussion will take place at the same time that co-financing contributions from project partners and third parties are confirmed.
- 5.10 A final, more detailed report will be submitted to Cabinet for approval in the summer once the business case has been finalised and the successful bid confirmed by DEF.

6. LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 Legal advice has confirmed that there were no issues with accepting the seed funding and hence the grant offer letter for this has already been signed and returned to DEF in order to stay within tight project deadlines.

- 6.2 Particular consideration is being given to compliance with State Aid rules which presents a significant risk to project viability. Being less than 200,000 Euros, the £20k seed funding is classed as *de minimis* and therefore subject to a block exemption under state aid rules.
- 6.3 There are four main principles which characterize State Aid:
- 6.3.1 Granting through State resources – a depletion of State resources by passing to others without the state receiving the appropriate value and/or the recipients having received favourable treatment upon non-market terms. The DEF grant is clearly above the *de minimis* threshold but if spent appropriately it need not constitute State Aid.
 - 6.3.2 Favours certain undertakings – undertakings are defined as entities engaged in economic activity in a market which is subject to competition. Use of the grant would need to be opened up to all operators in the relevant market subject to certain quality thresholds, i.e. certain contracts could not simply be awarded to specific hotel chains and all commercial entities should be given an opportunity to be involved in sponsorship should they wish to do so. Clearly the Council's contract procurement rules would be adhered to and the same approach would be adopted by partner organisations.
 - 6.3.3 Distortion of competition – award of any grant monies must be made in such a way as to avoid distorting competition in a relevant market.
 - 6.3.4 Affecting trade between EU member states – given the main aim of the project is to attract foreign tourists to the UK rather than to other member states, consideration will need to be given to the utilisation of grant monies in a manner which minimises or eliminates any impact on trade between member states.
 - 6.3.5 As stated above, it is part of the bid process that that specialised state aid advice will be sought and confirmation provided that the structure of the process will comply with state aid rules.
- 6.4 Being a public body, the Council has a duty to ensure that any procurement undertaken must accord with its Contract Procedure rules.

7. EQUALITY IMPACT ASSESSMENT

- 7.1 An Equality Impact Assessment (EqIA) has been completed. No adverse or other *significant* issues were found. A copy of the EqIA can be obtained from the report author.

8. COMMUNITY SAFETY IMPLICATIONS

- 8.1 None

9. HEALTH AND WELLBEING IMPLICATIONS

- 9.1 The project will have a positive impact from generation of new employment opportunities and growth of the local economy from inward investment.

10. ORGANISATIONAL IMPLICATIONS

10.1 Environmental implications

10.2 None identified.

10.3 Human Resource implications

10.4 The grant would be used to fund new project management staff for the duration of the project.

10.5 Procurement Implications

10.6 As lead partner, the Council will be responsible for procurement and tendering compliant with its Contract & Procedure rules.

10.7 Risk Management

10.8 The table below identifies key risks and mitigation measures:

Risk	Likelihood	Mitigation
Bid not successful, project does not proceed	Low	Experienced consultants have been engaged to carry out extensive research to inform the full application. Liaison with DEF and with Visit Britain & Visit England is ongoing as the candidate product is developed. All of this will ensure that the chances of the project's success in securing grant funding are optimised. Feedback to date from relevant organisations has been positive
Match funding from private sector partners falls below expected and/or minimum level	Medium	Only expressions of interest are required for the initial stage and more formal commitment can be agreed and secured once the full grant has been offered. Given the diversity and number of potential project sponsors, the chances of getting adequate buy-in are good. In the unlikely event that minimum cash match levels are not achieved then the project will not meet funding eligibility criteria and will not be able to proceed.
Grant funding will need to repaid either in full or in part by the lead partner	Low	The Council's Contract & Procedure rules will be strictly adhered to and state aid advice will be provided before the grant is accepted. Quarterly review meetings and ongoing project audit will help to manage the risk and provide early warning of any potential concerns.

11. CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 11.1 This is an excellent opportunity for the Council to lead in a project to drive foreign investment from tourism in England, particularly benefitting Rutland for whom tourism contributes significantly to economic growth and employment. It will also raise the profile of Rutland both nationally and abroad.
- 11.2 The flexible combination of grant, cash match and in-kind funding means that there is no requirement on the Council to commit funding from its revenue budgets or reserves and thus, despite the positive project outcomes, the MTFP will not be adversely impacted.

12. BACKGROUND PAPERS

- 12.1 There are no additional background papers to the report.

13. APPENDICES

- 13.1 None

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CABINET

21st March 2017

LANGHAM NEIGHBOURHOOD PLAN

Report of the Director of Places (Development and Economy)

Strategic Aim:	Creating A Sustained Environment Building Our Infrastructure		
Key Decision: No	Forward Plan Reference: FP/161216/02		
If not on Forward Plan:	Chief Executive Approved	N/A	
	Scrutiny Chair Approved	N/A	
Reason for Urgency:	N/A		
Exempt Information	No		
Cabinet Member(s) Responsible:	Councillor Oliver Hemsley (Deputy Leader) Portfolio Holder for Growth, Trading Services and Resources (except Finance).		
Contact Officer(s):	Paul Phillipson, Director for Places	Tel: 01572 758321 pphillipson@rutland.gov.uk	
Contact Officer(s):	Colin Dunigan, Planning Officer (Neighbourhood Plans)	Tel: 01572 728478 cdunigan@rutland.gov.uk	
Ward Councillors	Cllr O Hemsley		

DECISION RECOMMENDATIONS

<p>That Cabinet:</p> <ol style="list-style-type: none"> 1. RECOMMENDS TO COUNCIL the making of the Langham Neighbourhood Plan in Appendix A to this report; and 2. Approves the publication of the Decision statement in Appendix B as part of the making of the Langham Neighbourhood Plan.
--

1 PURPOSE OF THE REPORT

- 1.1 To seek Cabinet's approval for the Langham Neighbourhood Plan prior to forwarding it to the Full Council for the plan to be 'made' following an examination by a Independent Examiner and a referendum on the plan with the local community.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 In accordance with the provisions for neighbourhood planning outlined in the Localism Act 2011, Langham Parish Council (LPC) prepared a draft Langham Neighbourhood Plan (LNP) in order to provide more detailed guidance on the community views on what will need to be considered when determining planning applications in the plan area.
- 2.2 In response to comments raised during the initial consultation stage during September 2015, LPC prepared a revised draft version of the LNP and consulted on the plan in January/February 2016. A submission draft plan was drawn up and submitted to RCC in June 2016. The plan was accompanied by a statement explaining how the submission draft LNP meets the necessary "Basic Conditions" and enclosed all the necessary supporting documents. This included a consultation statement setting out the main issues raised to support the plan. The plan was also accompanied by a Strategic Environmental Assessment prepared to support the plan.
- 2.3 On 19th July 2016, Cabinet (Report no.116/2016) agreed that the submission version of the draft LNP met the legal requirements and was in general conformity with current planning policy framework in the National Planning Policy Framework and the Council's Core Strategy and Site Allocations & Policies DPD. The Council confirmed agreement to take the plan forward.
- 2.4 A final consultation process on the submission version of the draft LNP began in August and concluded on 23rd September 2016. In October 2016, an Independent Examiner was appointed by the Council to examine the plan and all representations submitted in response to the consultation exercise.
- 2.5 In November 2016 the Independent Examiner published his report and recommended that, subject to modifications set out in his report, the plan met the basic conditions. Modifications were then made to the plan to meet the Examiner's requirements. A Decision Statement for the LNP was published on 16th December 2016 explaining the modifications and the reason for them and on 23rd January 2017, an Information Statement and specified documents including the referendum version of the Plan were published on the website.
- 2.6 A local referendum was held in Langham on 2nd March 2017 to decide whether the local community were in favour of the LNP. From the votes recorded, 338 out of 372 (91%) of those who voted were in favour of the plan. The turnout of electors was 32%. Paragraph 38A (4)(a) of the Planning and Compulsory Purchase Act 2004 as amended requires that the County Council must 'make' the neighbourhood plan if more than half of those voting have voted in favour of the plan. The Council may therefore proceed to make the neighbourhood plan.
- 2.7 The final stage is the formal making of the LNP by the County Council. In making

the plan it becomes part of the statutory development plan for the area. Any decisions on whether or not to grant planning permission on planning applications in the neighbourhood area will need to be made in accordance with the Neighbourhood Development Plan unless material considerations indicate otherwise.

- 2.8 The Plan will be adopted at the first available meeting of Cabinet/Council following a positive referendum result and the regulations require this to be done within eight weeks of the referendum.

3 CONSULTATION

- 3.1 In accordance with the relevant legislation and regulations, the Council must, as soon as possible after deciding to make the neighbourhood plan publish the plan and decision statement on the Council website; provide details of where and when the plan and statement may be inspected; notify and send a copy of the decision statement to the Parish Council and any person who asked to be notified of the decision.

- 3.2 Once the LNP is made and formally advertised, it will be followed by a six week period for a High Court application to challenge the plan, should anyone believe there are any grounds on which the document is not within the appropriate power or a procedural requirement has not been complied with.

4 ALTERNATIVE OPTIONS

- 4.1 As more than half of those voting in the referendum have voted in favour of the neighbourhood plan, the Council may only refuse to make the plan if it considers that it would breach or be incompatible with any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 2004).

5 FINANCIAL IMPLICATIONS

- 5.1 The cost of the County Council engagement in the delivery of the neighbourhood plan has been contained within existing budgets supplemented by DCLG grants being drawn down during the plans preparation. There are no additional financial implications of making the neighbourhood plan other than publishing the details of the plan on the Council's website and notifying consultees of where the documents may be inspected.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 A risk associated with the making of the LNP is a legal challenge. Once the LNP is made and formally advertised, it will be followed by a six week period for a High Court application to challenge the LNP on the grounds set out in paragraph 3.2. The risk has been minimised by ensuring it is within the appropriate power and by taking all of the necessary procedural steps to ensure the document is legally compliant.
- 6.2 When made by the Council, the neighbourhood plan will become part of the statutory development plan.

7 EQUALITY IMPACT ASSESSMENT

- 7.1 An EIA is not required to satisfy that the 'basic conditions' have been met in drawing up the submission draft plan. An EIA screening gives rise to no obvious negative impacts arising from the making of the plan.

8 COMMUNITY SAFETY IMPLICATIONS

- 8.1 None.

9 HEALTH AND WELLBEING IMPLICATIONS

- 9.1 The plan encourages development to be located in such a way as to encourage use of walking and cycling.

10 ORGANISATIONAL IMPLICATIONS

10.1 Environmental implications

- 10.2 The plan includes a number of policies and proposals designed to preserve and enhance the local environment. The Council will be required to have regard to these policies and proposals when it considers any planning applications for development in the area covered by the neighbourhood plan.

11 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 11.1 The Langham Neighbourhood Plan has been prepared in accordance with the relevant legislative requirements, including public consultation, independent examination and local referendum. More than 50% of those voting in the referendum voted in favour of the plan and therefore the Council is formally required to make the plan.
- 11.2 Subject to Cabinet approval, it is recommended that the LNP be made by resolution of the Council on 10th April 2017. Once made, the neighbourhood plan will become part of the statutory development plan. It will thereafter be an important consideration in the determination of planning applications for development in Langham.

12 BACKGROUND PAPERS

- 12.1 There are no additional background papers to the report.

13 APPENDICES

- 13.1 Appendix A – Langham Neighbourhood Plan
- 13.2 Appendix B – Decision Statement on the Langham Neighbourhood Plan

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Contact 01572 722577 (18pt)

LANGHAM NEIGHBOURHOOD
PLAN 2016-2036

FINAL DOCUMENT JANUARY 2017

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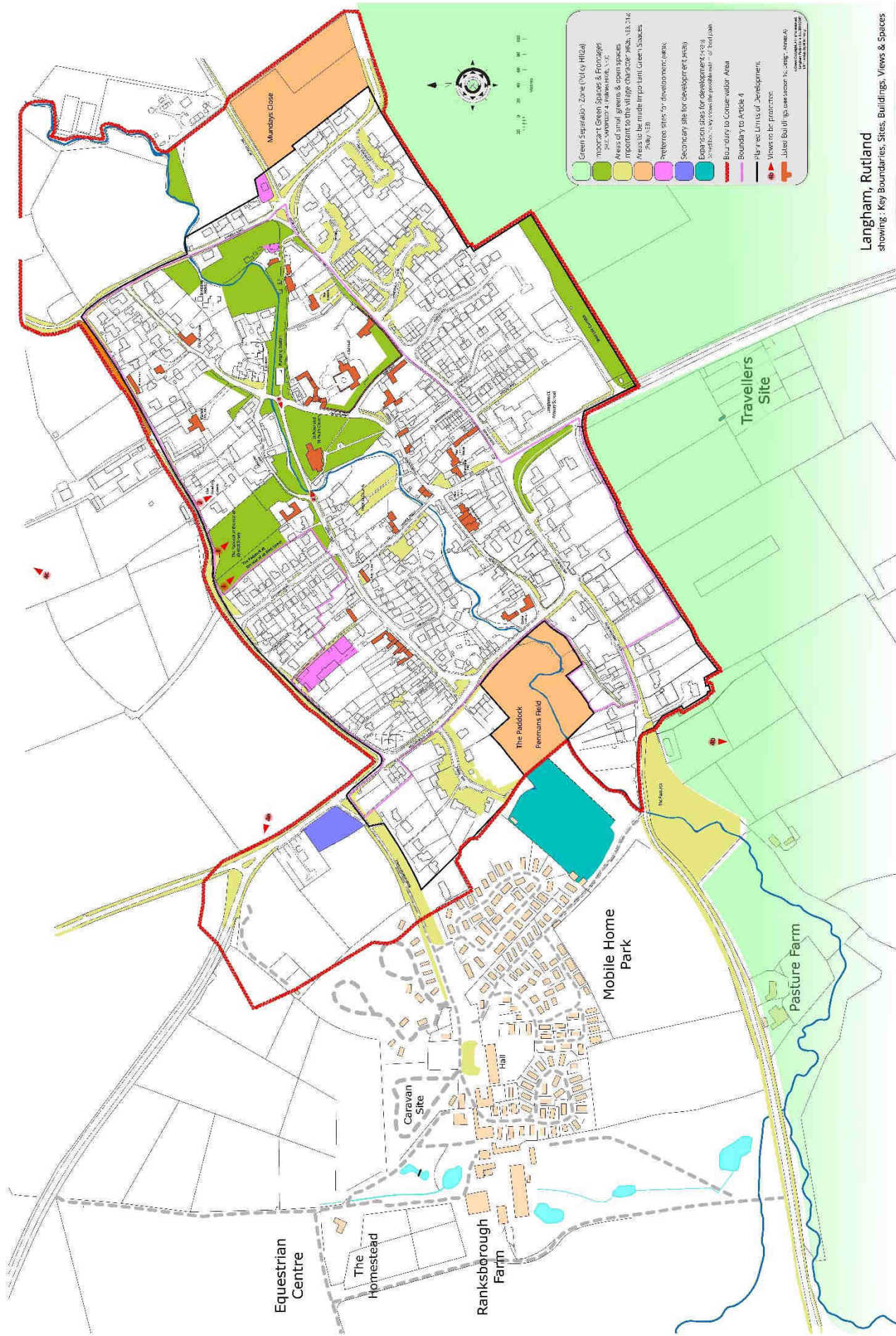
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This document has been prepared under the authority of Langham Parish Council and with the guidance of an evolving Steering Group comprising:

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Our thanks go to all those who gave time, money and expertise to the development of this Plan, and to the entire community for their support and involvement.



Langham, Rutland
showing : Key Boundaries, Sites, Buildings, Views & Spaces

Figure 1.1: Map of Langham, Key Boundaries, Sites, Buildings, Spaces and Frontages

LNP 2016-2036

1. INTRODUCTION

1. Introduction

1(i) Legislation

Localism Act

1. In November 2011 the Localism Act was introduced, with the aim of devolving more decision-making powers from central government and providing:
 - new freedoms and flexibilities for local government;
 - new rights and powers for communities and individuals;
 - reform to make the planning system more democratic and more effective; and
 - reform to ensure that decisions about housing and infrastructure are taken locally.
2. Through the development of a Neighbourhood Plan (NP), a community will now be able to propose the direction and degree of its own future development.
3. Once a Neighbourhood Plan has been accepted, it becomes a legal document that, along with others, informs all future planning decisions that the local county council will make about that particular community.

What is a Neighbourhood Plan?

4. The Plan describes the vision that a community has for its future. It comprises a number of propositions that the community believes will enable that vision to be achieved. These propositions cover what needs to be developed, how much and in what way, as well as what needs to be protected, to what degree and why.
5. The Neighbourhood Plan is sponsored by the local parish council, pertains to a designated area, and is developed by the whole of the community. It is researched and written by those who live, work or do business in the designated area and is published only after the local county council accepts it as robust enough. The local community then votes to accept it via majority vote at referendum.
6. After this, the Neighbourhood Plan becomes a legal planning document.

Sustainability and relevance to existing policies

7. Any Neighbourhood Plan must be broadly aligned to two key documents:
 - the government's National Planning Policy Framework; and
 - the local council's main planning document – in Rutland's case, Rutland County Council's Local Development Framework (as described in its Core Strategy Development Plan Document of July 2011).
8. According to the Localism Act from March 2013 the Policies in a Local Plan will be weighted according to how they reflect the Policies of the NPPF.
9. It is also recognized that the policies in a neighbourhood plan do not have to duplicate or be congruent with the local council's plan but must not contradict its policies and must align with its strategic vision. (Data from Localism Act)
10. The Plan must also be a growth plan – one that recognizes that change is inevitable and defines in what direction, and to what degree, that change should take place.
11. Finally, the Plan must be sustainable – which means it must meet the needs of the present without compromising the ability of future generations to meet their own needs.



Figure 1.2: Key national (left) and local policy documents (right)

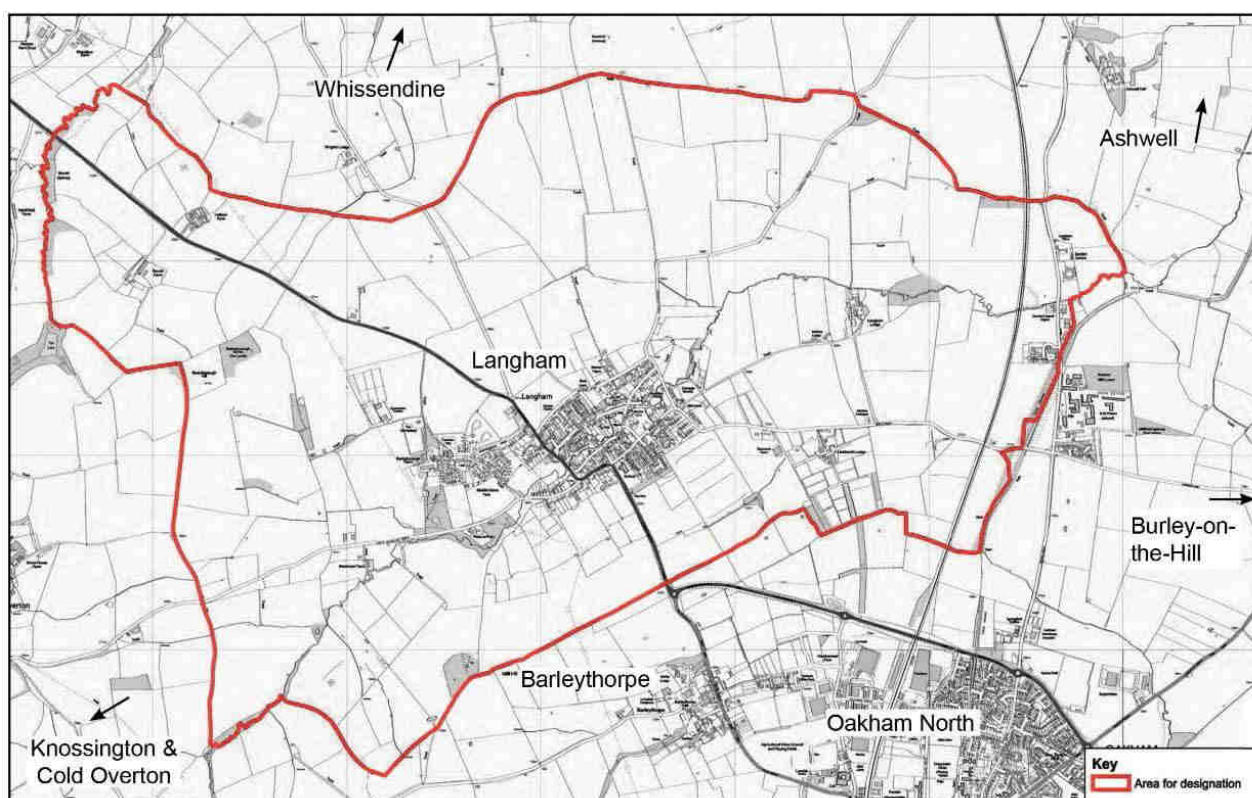
<https://www.gov.uk/government/publications/national-planning-policy-framework--2>
www.rutland.gov.uk/local_plan/core_strategy_dpd.a_spx

1(ii) Langham Neighbourhood Plan

Background

1. The Langham Neighbourhood Plan (LNP) has been developed to establish a vision for the careful evolution and long-term sustainability of Langham Parish from 2016 to 2036 and beyond. The community and key stakeholders were extensively consulted on a wide range of issues that will influence the well-being, sustainability and long-term preservation of their rural community. Hence this Plan represents the views of the majority of Langham Parish residents.
2. This project was led by a Steering Group comprising volunteers from the community working under the auspices of the Parish Council. The views of the community were gained through public events, questionnaires, personal discussions and written comments. (See SD2)
3. The area to be covered by the LNP was officially approved by Rutland County Council (RCC) in December 2013. That area is the whole of Langham Parish as defined by the official parish boundaries.
4. Throughout the project – which began in May 2013 and was completed by in 2016 – a number of professional bodies were consulted and/or informed, including the Parish Council, Rutland County Council and the neighbouring parishes (through their Parish Councils).
5. This Neighbourhood Plan sets out to:
 - Identify the main characteristics of, and community issues for, Langham Parish.
 - Make proposals for the use and development of land.
 - Provide the community's objectives and policies for the management of future development.
 - Address any issues that are seen to prevent sustainability of the present situation.
 - Provide an Action Plan listing the desired projects arising from the residents' vision for sustainable growth in the parish.
6. Whilst all references in the Plan are accurate at the time of publication, it is recognized that these reference documents may be amended and/or re-issued during the period of the Plan. Ongoing review of the Plan will be addressed as described in Section 12, 'Monitoring, Evaluation and Review'.

Figure 1.3 (below): Map of Langham Parish and neighbouring parishes



Key stages of Langham Neighbourhood Plan (LNP) project

1. As the qualifying body under Neighbourhood Plan legislation, Langham Parish Council (LPC) was legally responsible for producing the Plan. Subject to approval by an Independent Examiner the Plan will be subject to a referendum administered by Rutland County Council.
2. Prior to the referendum the Plan was subject to approval by Langham Parish Council and Rutland County Council as well as an independent examiner. The Plan was also subject to numerous statutory public consultations and amended in the light of community responses and opinions. (See SD2a-c)
3. The cost of preparing the Plan has been subsidised by a government grant of £5k, and the generous contributions of the Parish Council and members of the community. Work on the LNP was carried out by local volunteers.
5. Whilst this Plan primarily deals with the planning of new housing and the careful use of land (whilst protecting the environment and the cultural heritage of the parish), it also looks at public safety, services, community and education issues.
6. This Plan is sustainable because it addresses both what will **support** future growth, and what could **prevent** it.

The Langham Neighbourhood Plan (LNP)

The Plan comprises a number of documents (See *Figure 1.4*):

1. The Main LNP (The Plan) which describes, top level, what Langham is trying to achieve and what policies are important.
2. A number of Support Documents (SD) which expand on some of the sections in the Plan.
3. A number of Supplementary Pages (SP) which underpin the Support Documents (and so the Plan itself) with additional evidence and data.
4. The surveys, consultations and research undertaken whilst preparing the LNP identified a range of initiatives which, if implemented, would improve the quality of life for the community, but fall outside the remit of planning policy. These have been collected and collated under a Support Document entitled 'SD1 Policies, Proposals and Community Actions'.

Key Stages Outline (Full details in SD2)

- Steering group formed and Neighbourhood Plan area defined late 2013
- Community consultations held to collect community ideas and priorities
- Detailed survey, October 2014, via questionnaires sent to every adult and child in the parish
- Six key themes identified and six Working Groups set up
- Regular public communication via LanghamRutland website and Langham News
- Regular updates to Langham Parish Council (LPC) at bi-monthly meetings
- Call for Sites and Land Appraisal resulted in a list of possible sites for housing and business development
- Draft Plan prepared and presented to LPC
- First draft published in September 2015
- Revised Plan for final referendum January 2017

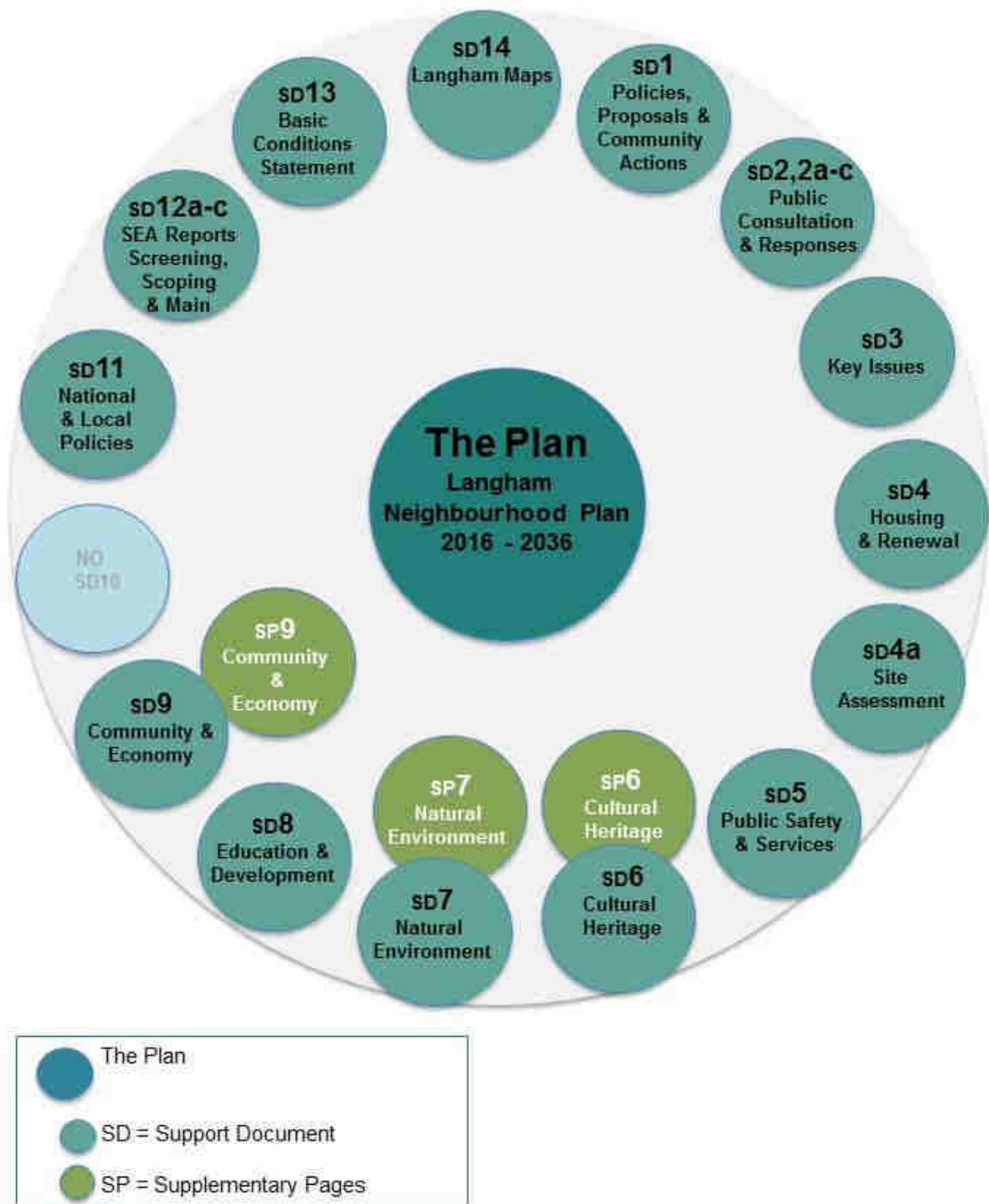


Figure 1.4: Diagram of the Langham Neighbourhood Plan Documentation

1(iii) Langham Past and Present

Langham Parish History

1. Archaeological finds in Langham provide evidence of occupation in Neolithic times, through the Bronze Age and Roman occupation and into the Saxon period. There is no mention of Langham in the Domesday Book of 1086, but it is believed to be one of the five unnamed berewicks of Oakham. The earliest reference to Langham having its own Manorial Court was in 1398.
2. In the Medieval period the village was largely defined by two rows of dwellings roughly following the present Well Street and Church Street. (See SD13) The main road from Oakham to Melton Mowbray ran through the village along Bridge Street.
3. The building of the parish church began in the 13th century and went on at intervals throughout the following two centuries. It has been claimed that Simon de Langham, a boy from the village born c. 1310, who became Lord Chancellor, Archbishop of Canterbury and a Cardinal at Avignon, may have funded work on the church. However, taxation returns show that the village and its people generated wealth through the wool trade both in this country and abroad. The church fell into disrepair during the Reformation. In the latter part of the 18th century major repairs were commenced – the nave, aisles and chancel were reroofed and colourful interior designs removed.
4. Until the late 16th century, villagers had the right to cultivate strips of land in the open fields of Langham. These fields were cultivated in accordance with a crop rotation laid down by an annual court. Langham's open fields were not enclosed by Act of Parliament as in many villages, but seem to have been divided up gradually after the Noel family (later to become the Earls of Gainsborough) acquired the manorial rights in 1600. Enclosure started with the land to the east of the village and gradually moved westwards, with the great cow pasture remaining more or less intact until the 1950s.
5. A school is recorded in 1640, probably held in the church, with Forster's charity paying a schoolmaster. In 1841 the Earl of Gainsborough built a British School, and a National School was set up in 1843 by the vicar of Oakham. The site of the National School is uncertain but may have been the building now called Old Hall Cottage (formerly School Row). At some stage the two schools united and, in 1876, became Langham Government Mixed School. Langham Church of England (controlled) School was opened in 1970 on the present site.
6. A largely agricultural way of life continued throughout the 19th century and, unlike many village communities, Langham's population increased. The Midland Railway Company opened its station in Oakham in 1848 allowing wealthy families to take hunting boxes in Langham bringing with them support staff. Other individuals found that they could commute to work in the major cities but take advantage of a country way of life.
7. The 19th century saw much development – the Baptist Chapel was built in 1854, Langham Brewery in 1858 (demolished in 1999) and the Village Institute (now the village hall) in 1891.
8. The Great War was a time of change for many. Almost half the male population of the village enlisted, 18 of whom gave their lives.



Fig. 1.5: Revells Corner, Church Street

9. Land and property in Langham belonging to the Gainsborough Estate was sold at auction in 1926, increasing the pace of change. Change continued throughout the 20th century with additional housing but more people seeking employment outside the village. Langham retained three shops, a post office and three pubs for a considerable time but the village's former self-sufficiency was now in decline.

Thanks to Langham Village History Group
www.LanghaminRutland.org.uk/publications

Langham Parish Today

10. Langham Parish is bounded to the south by Oakham and Barleythorpe, to the east by Ashwell and Burley, to the northwest by Whissendine and to the west by Knossington and Cold Overton. Langham village is two miles north of Oakham and is surrounded by farmland. (See *Figure 1.3*)
11. The parish extends 3.4 miles west to east and 2.3 miles north to south, with the residential part in a compact rectangular shape. The area of Langham Parish is approximately 1182 hectares (2920 acres) and the latest population estimates give approximately 1400 residents (1176 of whom are on the electoral roll). This number is projected to rise substantially over the next 20 years. (See *Figure 1.3*)
12. Langham is classified as a 'Countryside Elderly Community' with the percentage of over 55s increasing, that of the age range 35–55 falling, and the percentage of those below 35 (including children) remaining the same over the previous ten years. The density of the population is low with just over 1 person/ km² (100 people/hectare).
13. Langham is designated as a Small Service Centre. (See CS1)

Housing and Renewal

14. Langham has a large proportion of three-bedroom homes, most of which are occupied by one or two people.
15. An average four-bedroomed detached house in Langham costs £350k–£400k, whilst a three-bedroomed house can range from £140k for a terrace to £300k for detached. The overall average house price

of £270,135 for Langham is more expensive than nearby Barleythorpe (£248,730), Oakham (£227,620) and Ashwell (£253,817).

16. 80% of Langham residents own their own home; this compares to 64% nationally.
17. Limestone is the predominant building material with a mixture of Collyweston Slate, thatch, and blue slate roofs. More recently the principal building materials are ironstone and red or buff brick. (See SD13)
18. In recent years the Ranksborough Hall Park development has grown considerably. It is situated to the northwest of the village, outside the Planned Limits of Development.
19. There are two privately owned, Gypsy/Traveller sites in Langham Parish with 11 pitches.
20. The majority of the land in the parish is classified as 'predominantly in urban use'. There is a region of Grade 2 land to the east of the village where crops are grown. To the south, west and north the land is a slightly less fertile Grade 3 and is used predominantly as pasture and paddock.
21. **The band of green fields to the south of the village is seen to be a critically important strip of land which separates Langham village from Oakham, ensuring it remains a village and not a suburb of a town.**
22. The A606 is responsible for most safety concerns, both physical and environmental, due to the speed and volume of traffic. Furthermore, the narrowness of the village roads causes safety issues for drivers and pedestrians alike.

Public Safety and Services

23. The A606 passes through the parish and the village, providing a link to the towns of Melton Mowbray, Oakham and Uppingham – and thence to other major towns and cities. The A1 is 7.5 miles to the east enabling access north and south. There is a train service from Oakham, with connections to London, and a regular bus service from Langham to Oakham.

24. 76% of the working population travel to work via their own motor transport.
25. Services such as water, sewage, electricity and gas are provided to an acceptable level – as is the waste disposal service, with regular weekly bin collections and waste recycling centres at Cottesmore and North Luffenham.
26. The village benefits from fibre broadband offering good speed to the majority of properties. Although some further rollout is planned under Digital Rutland, other areas of funding will be required to enhance Langham’s broadband provision.

Cultural Heritage

27. Langham has 40 listed buildings –including St Peter and St Paul’s Church of England Church (Grade I) and the Old Hall (Grade II*).
28. There are numerous other structures throughout Langham that are listed. There are also some important ancient hedgerows, bridleways (eg. Loudall Lane) and trees throughout the parish.
29. The entire village of Langham and part of its surrounding area is a Conservation Area with Article 4 Direction Status at the core.



Fig 1.6: The Old Hall, Langham

Natural Environment

30. The environmental quality of Langham’s landscape is high and the character of the landscape is varied, from the flat pastures of the Vale of Catmose to the south, to the undulating land to the north and west.

31. Nearby limestone geology is important for wildlife, as is nearby Rutland Water. Agricultural land, comprising mostly clayey soil, is largely Grade 3, which means it is best used either for crops, for grazing or for paddocks.
32. Areas of land within the Parish are at risk of flooding from the Langham Brook. Those areas depicted as Flood Zone 3 have a 1:100 or greater chance of flooding in any one year. Those areas depicted as Flood Zone 2 have between a 1:100 and 1:1000 chance of flooding in any one year.
33. Langham Parish is criss-crossed with public rights of way and bridle paths, some of which are of historical interest and value.

Education and Development

34. The local school – Langham Church of England Primary School (LCEPS) – has just over 218 pupils (as of September 2015) ranging from 4 to 11 years of age.
35. Present levels in each year group are:
 - Foundation – 30
 - Year 1 – 30
 - Year 2 – 30
 - Year 3 – 31
 - Year 4 – 31
 - Year 5 – 32
 - Year 6 – 32

The intention is to achieve a capacity level of 210 pupils with 30 pupils per year group which will be achieved through natural attrition.

36. Fewer than half live in Langham and the rest are drawn from neighbouring parishes.
37. The school became a stand-alone converter academy in September 2013, and there has been a recent change of ‘head’ at the school. Whilst previously having been judged as an outstanding school in 2009 by Ofsted, a recent Ofsted report has given an overall effectiveness of “requires improvement”. However, the report follows this assessment with the comment that the newly appointed executive head teacher and head of school have made an “immediate difference to the school and their actions are improving the school rapidly.” (Ofsted, 2015)

38. Secondary Education is provided via schools and colleges in nearby towns rather than in Langham itself. The nearest secondary school for children of Langham is Catmose College in Oakham which provides “an outstanding education” and “results at GCSE level are consistently well above average”. (Ofsted, 2012)
43. Community activities centre around the two churches (St Peter and St Paul’s Church and the Baptist Chapel), the two pubs, the village hall, and a small play area and allotments.
44. Langham is a relatively affluent community with low levels of deprivation, low levels of unemployment and low levels of crime.

Community and Economy

39. Only about half of Langham’s population is in work and the majority of the remainder are retired. Agriculture, which has been a major employer in the past, is a minor employer now with numbers falling further recently.
40. Langham has no village shop, a half-day-per-week post office and two pubs – the Noel Arms and the Wheatsheaf.
41. There are a number of small businesses throughout the parish, either run from home, located in business units at the end of Mickley Lane or in designated small premises (for example the hairdresser).
42. There is an increasing number of residents who work full-time or part-time from home.
45. It has a higher than average proportion of people in ‘good health’, with most health issues being age-related. It is served by a hospital in Oakham providing in-patient and out-patient care by a medical practice, dental practices, pharmacies and opticians – all again in Oakham.

2. COMMUNITY VISIONS & OBJECTIVES

2. Community Visions & Objectives

Throughout 2013, 2014 and 2015, a number of public consultation meetings were held in order to define and refine a community vision and associated set of objectives to help achieve that vision.



Objectives HR1: Demographics and Housing

- To provide for the growth in Langham's population that is expected from demographic data and to ensure that there are sufficient suitable homes both to support a growing elderly population and to attract more of the younger generation.

Objectives HR2: Important Green Spaces

- To safeguard the geographical separation of Langham from Oakham by establishing a Green Separation Zone (GSZ) where building and development is forbidden.
- To ensure the green areas throughout the village, whether protected or otherwise, remain a significant part of the Langham landscape.

Objectives HR3: Land Allocation

- To support RCC Policy and Langham's strategy of managed moderate growth by identifying those sites in the parish across which 28 new houses may be built to 2036, to supplement the anticipated increase in housing stock through windfall of 30 new houses in the same period.

Objectives HR4: Housing Design and Layout

- To ensure new housing developments comprise small cul-de-sacs or clusters of

houses, incorporating green space and complementing the locality in terms of design, materials and landscape.

- To ensure that extensions and additions to existing homes reflect the original house in terms of design, materials and landscape.
- To encourage the use of environmentally friendly design and energy-efficient materials.

Objective HR5: Developer/Community Collaboration

- To ensure that a developer adds value to the community by complementing what is here today and investing in the community for tomorrow.
- To define the parish's priority spend list for any Community Infrastructure Levy (CIL) money that Langham receives.

Objective PSS1: Public Safety - Traffic A606

- To improve physical safety issues involving traffic through Langham on the A606. Present and increasing volumes of traffic threaten the physical safety and health of present residents and road users, and if unaddressed, would be exacerbated to unacceptable levels by further housing development in Langham.

Objective PSS2: Public Safety - Traffic within the village

- **Through traffic.** To enable safe vehicular access throughout the village by the management of the size, volume and speed of traffic on the narrow village roads.
- **Parking.** To ensure that parking on village roads, whether by residents or visitors, enables safe passage at all times to all road and pavement users, especially emergency vehicles and services.

Objective PSS3: Public Services - Public Transport

- To improve the accessibility of increased employment and leisure opportunities by enhancing the public transport services for Langham.

Objective PSS4: Public Services - Communication Technology

- To promote the enhancement of Langham's broadband provision.

Objective PSS5: Public Safety - Utilities Provision

- To ensure that, as the parish grows, improvements and additions are made to the essential utilities in order that service levels remain high.

Objective CH1: Village Conservation Status

- To preserve and manage the village's Conservation Status.

Objective CH2: Sites of Historical Importance

- To ensure that sites in the parish of historical significance are protected, conserved and enhanced.

Objective CH3: Ancient Parish Boundary

- To conserve, restore and improve the 400-year-old parish boundary for future generations.

Objective NE1: Rights of Way

- To ensure that the rights of way network is protected and enhanced as Langham grows and develops.

Objective NE2: Flooding

- Improve the management of present flood risk in Langham, ensuring that future residential development is not located in areas at risk of flooding, that it does not exacerbate the risk of flooding and, where possible, reduces the flood risk.

Objective NE3: Green Spaces

- Protect and enhance all areas of green space, private and public, throughout the parish to sustain the open visual character of the village and to provide sites for recreation and relaxation.

Objective NE4: Biodiversity

- Protect and enhance wildlife havens and green infrastructure in order to support and sustain protected species and to encourage biodiversity.

Objective NE5: Renewable Energy

- Ensure that homeowners and developers use energy-efficient design and affordable renewable energy sources that minimise the impact on both the local environment and the landscape character.

Objectives ED1: Langham Primary and Pre-school Provision

- To ensure that Langham Church of England Primary School continues to provide outstanding education whilst remaining a small, rural village school which also provides for a limited local catchment area.
- To ensure that Langham's provision of childcare, from birth to age 11, is sustained and enhanced.

Objective ED2: Secondary and Post-16 Education

- To ensure that secondary college places, post-16 places and adult learning in the village are available and accessible to the community.

Objective ED3: Activities and Sports

- To ensure the availability of accessible, healthy and attractive locations for a growing range of leisure and sports activities to suit all ages.

Objective CE1: Community Needs – Shop and Post Office

- To increase the number of hours a week that the local post office operates.
- To determine the viability of a village shop and, if viable, set one up.

Objective CE2: Leisure and Culture

- To ensure there is adequate provision for play and sport activities for children that is safe and accessible.
- To ensure that everyone in Langham knows what leisure and cultural activities are available to them and how to access them.

Objective CE3: Economy

- To encourage local investment in local businesses.
- To improve the effectiveness of home workers through the provision of shared expenditure and share ideas via a business hub.

Objective CE4: Health and Well-being

- To improve access to health care services, especially for the young, the frail and physically disadvantaged.

Objective CE5: Crime and Security

- To ensure the community is best prepared to minimise and withstand the impact of crime.

Objective CE6: Communication

- To ensure that the network of communication methods and mechanisms leaves the community feeling well-informed and included.

Objective D: Design

- To provide a checklist for all planning decisions that will ensure that the future growth of Langham is sustainable and perpetuates the parish's distinctive character.

3. KEY ISSUES

3. Key Issues

Much information was taken from the initial community consultation meetings and was used to design an adult questionnaire and a child's questionnaire to establish more detail. A copy was sent to every resident in October 2014 and the results shared with the community at six meetings in January and February 2015. The key issues below are the findings of that survey.

Full details can be found in SD2.

Overall

1. **Sustain:**

- Langham is a quiet, friendly, rural place to live where people value the peace and beauty of the countryside, the unique character of the village, the historical significance of the parish, and the proximity to, yet separation from, Oakham. This we would want to encourage and preserve.
- The green spaces, both public and private, throughout the village are vital in keeping the open rural feel to the settlement. Infill and new development should have a clear provision of garden/surrounding green space to remain in keeping with the village precedent.

2. **Protect:**

- The greatest concern for the community is that Langham will become a suburb of Oakham as development is allowed to spread further north. Concern is that Oakham North already abuts the A606 and across that road is the show ground and sports field whose northern perimeter is the southern parish boundary of Langham. This boundary is only a few hundred yards from the village's Planned Limits of Development (PLD) and is seen to be unrealistic as a sustainable buffer zone unless protected in some way.
- The Conservation status of the village, and the wide range of country walks, cycle ways and bridleways are seen as essential to the parish's identity.



Figure 3.1: Langham is set in peaceful countryside

3. **Add:**

- The lack of a village shop and post office is number one on this list for the community. Having had a village shop and a thriving post office until 2006, residents feel there is a fundamental element of village life missing with no shop and a half-day-a-week post office service.

4. **Improve:**

- Traffic is a problem in Langham, as in many other places. Most residents find the A606, which now carries all traffic from the Oakham bypass, dangerous to drive on, cross and walk beside. The addition of pedestrian lights, a pelican crossing and improvements to the size and maintenance of the pavements are essential.
- The broadband service is very slow, especially for the growing number of residents who work part-time or full-time from home. Similarly the patchy mobile phone reception throughout the parish is impeding business and personal communications.

5. **Grow:**

- There is a recognised need and desire for controlled and sustainable residential growth, balanced against a variety of views on where to build. Langham's Planned Limits of Development can accommodate windfall sites (unplanned, ad-hoc planning applications for single houses), but dedicated thought must also be given to sites for the development of mini-communities with good-sized gardens and shared green spaces on the periphery of the present conurbation, outside the PLD.

4. HOUSING & RENEWAL

4. Housing & Renewal

(This section refers to Support Document SD2, SD4, SD4a)

HR1 Demographics and Housing

Background

1. Housing is the most significant use of land in any urban parish or village. It has the biggest impact on character and appearance, helping to define the area's distinctiveness.
2. Throughout this Plan, reference is made to the 'character' of Langham – this word is fully defined in Section 10, 'Design' of this Plan.
3. Until 2026, and perhaps even to 2036, the majority of development in Rutland, according to RCC's Core Strategy, will occur to the northwest of Oakham with reduced levels in other service centres.
4. This puts pressure on Langham, a Small Service Centre (SSC), whose southern parish boundary abuts the showground and sports fields in Barleythorpe that form part of Oakham's northern development.
5. Whilst the vast majority of Langham's housing falls within the village's Planned Limits of Development and the Conservation Area, there are three further areas of housing outside this PLD.
 6. Langham's population increased from 1044 to an estimated 1400 between 2001 and today.
 7. In the ten years between 2001 and 2011 there was an increase in the population of over 55s and a drop in the number of those aged between 30 and 59.
 8. By 2037 Rutland's population is projected to increase by 10.3%, with fewer dependent children and working age adults, but almost a 50% increase in 65- to 84-year-olds.¹
 9. The 2011 Census designated Langham as an 'Elderly Countryside Community'. This Neighbourhood Plan recognises the predominance of older people in Langham, the popularity of the village for the over 55s, and anticipates an increase in their numbers over the coming 20 years.
 10. It is recognised that the projected decline in the number of younger age groups may require positive action in terms of the availability of suitable housing so that the mix and sustainability of village life is not compromised.

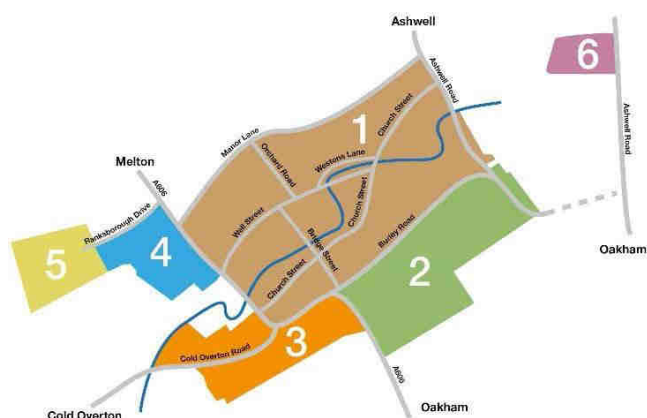


Figure 4.1: Main settlement areas of Langham

11. The need for growth is recognised but this should be controlled through the location, number, type and purpose of new housing. The most commonly expressed opinions about the number of homes and who they should be built for were:
 - that provision should be made for those older residents who wish to downsize without leaving Langham;
 - that there is a need for a few more starter and shared ownership homes to enable younger people to settle in the village; and
 - that Langham has exceptional provision for older people in the development of Ranksborough Park Homes. The owners of Ranksborough indicate that the turnover of homes there is more than sufficient to meet demand. Another such site would be inappropriate as would extending the existing site beyond its current limit.

12. There are two Gypsy and Traveller sites in Rutland, both of which are in Langham Parish. The extra 4 pitches recently granted consent in Langham, within the curtilage of an existing site, may well meet the immediate need. However, there is the likelihood of a small extra windfall need arising over the medium to long term.
13. 23% of people answering the October 2014 Questionnaire said they wanted no more new houses in Langham. 45% said they would accept up to 2 per year and a further 18%, that 2-4 new houses/year would be fine. The remaining 14% would accept up to 10 new houses per year.
14. RCC says in the Site Allocations and Policies Development Plan Document (SAPDPD) 2014 that, as a Small Service Centre, Langham could meet its minimum housing requirement of one to two houses per year through windfall alone.
15. Windfall housing is unplanned housing, arising from unforeseen and unplanned requests from residents to build one or two houses, usually within the PLD.
16. Though unplanned, windfall housing is included within any planning document as an estimate of anticipated development. This estimate is drawn from the extrapolation of past data.
17. Analysis in SD4a Site Assessment Appendix 1 shows that the demographic predictions for Langham's population growth requires 58 new homes to 2036.
18. This Plan will therefore provide for that number by planning for 28 new houses and anticipating that a further 30 will arise through windfall.

Objectives HR1: Demographics and Housing

To provide for the growth in Langham's population that is expected from demographic data and to ensure that there are sufficient suitable homes both to support a growing older population and to attract more of the younger generation.

Policy HR1a: Demographics & Housing – Number of Houses

In line with RCC policy and to enable the delivery of an overall moderate growth strategy for Langham, this Plan supports the planned development of 28 new houses to the year 2036. In addition, it anticipates that a further 30 new houses will be built that arise through the unplanned, windfall, route. This will result in 58 new houses to 2036.

Policy HR1b: Demographics & Housing – Demographic Provision

The Plan supports that, of the 28 planned new houses, a proportion is designed specifically:

- To meet the needs of the over 55s
- To meet the needs of new families, those seeking starter homes, and those looking for affordable housing
- To allow for both buying and renting options

Policy HR1c: Demographics & Housing – Gypsy/Traveller Sites

The Plan supports the RCC Gypsy & Traveller Accommodation Assessment 2016 which states that there is the likelihood of a small extra windfall need arising over the medium to long term but this need will not necessarily be met in Langham.

These policies are informed by CS2(f), CS5 and CS20.

HR2 Important Green Spaces

Background

1. Langham Parish, which dates from the 12th century, is adjacent to the Vale of Catmose and stretches approximately 3.4 miles west to east and 2.3 miles north to south. The strong pattern of surrounding hedgerows and small fields emphasises its compact shape and clearly defined boundary.
2. The village has many small green spaces –public and private – some of which have been designated by RCC as 'Important Open Spaces and Frontages'. (See *Figure 4.3*)

3. The green spaces within the village, and the small greens and play areas make a significant visible contribution to this rural village.
4. The green fields that further surround Langham Parish on all sides define Langham's character and position in the landscape.
5. To the south, however, this green buffer has been eroded and the southern boundary of Langham is now shared with the show ground and sports fields which are part of the Oakham North development.
6. **The sole geographical feature preventing the village itself from being absorbed into the town of Oakham is a narrow band of land a few hundred metres wide.**

Issues and options

7. Most respondents to the 2014 Survey think retention of green spaces, including the playing field, is important to Langham's character. However, some feel that certain green spaces could be used differently, including the location of the playing field and provision of new sports areas.
8. All respondents stress the importance of preserving the green field belt around the village and along the parish boundaries, especially the southern boundary.
9. Later, in the Call for Sites in August 2015, when asked whether there should be a protected belt of green land between the southern parish boundary and the southern limits of development – the Green Separation Zone (GSZ) – 93% were in favour of the proposed size and boundary of the GSZ and 3% wanted to extend it further.

	Number	Percentage
Yes	137	93%
No	3	2%
Extend	5	3%

Figure 4.2: 'Call for Sites' public response to proposed size and boundary of GSZ

Rutland County Council policy and vision for the future

10. The size of the GSZ was determined by the natural boundaries: the Parish boundary to the south, the PLD, Burley Road and Cold Overton Road to the north, the railway to the east and the preferred route for the bypass to the west.
11. RCC's Core Strategy states that: *'Development in the Countryside will be strictly limited to that which has an essential need to be located in the countryside and will be restricted to particular types of development to support the rural economy and meet affordable housing needs.'* (CS9, Provision and Distribution of New Housing)
12. Elsewhere, RCC's Core Strategy makes reference to protecting and enhancing open spaces; safeguarding the special historic and landscape character of villages and rural areas, protecting and enhancing the natural environment; and conserving and enhancing the quality and diversity of the natural environment of Rutland (CS23, Green Infrastructure, Open Space).
13. The recommended landscape objectives for the Vale of Catmose identified on page 16 of the Landscape Character Assessment provide evidence and justification to support the Green Separation Zone. The report recognises that the Vale of Catmose "contributes significantly to the pastoral landscape of west Rutland" and seeks to conserve, enhance and where necessary restore the generally quiet, calm, rural, pastoral or mixed agriculture character..." and recommends safeguarding the landscape of Langham which the green separation zone could help to achieve.

Objectives HR2: Important Green Spaces

To safeguard the geographical separation of Langham from Oakham by establishing a Green Separation Zone (GSZ) where building and development is forbidden.

To ensure the green areas throughout the village, whether protected or otherwise, remain a significant part of the Langham landscape.

**Policy HR2a: Important Green Spaces
– Preservation of Green Separation Zone**

In line with RCC’s Review of Important Open Spaces 2012 (point 3.4) and the Landscape Character Assessment, this Plan will enforce a Green Separation Zone (GSZ) between the southern Planned Limit of Development and the southern Parish Boundary to preserve the rural setting of the parish. (See Figure 4.4)

**Policy HR2b: Important Green Spaces
– Preservation of the Important Open Spaces**

In accordance with SAPDPD Policy SP21 Important Open Spaces & Frontages and the Landscape Character Assessment, no further development that can be seen to have an adverse impact will be permitted on Important Green Space within the Planned Limits of Development beyond that proposed in this Plan and acknowledged in its policies. (See Figure 1.1)

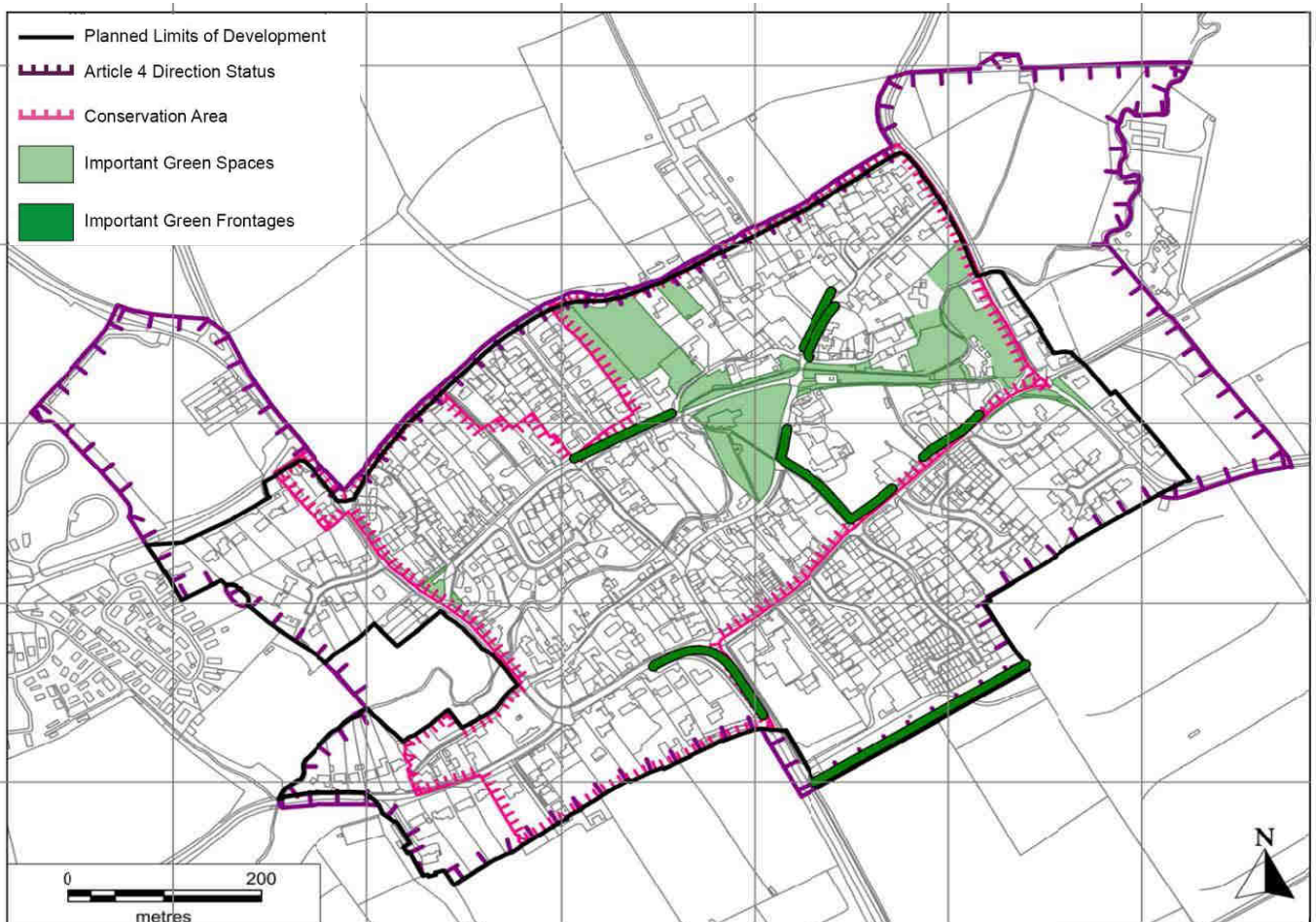
**Policy HR2c: Important Green Spaces
– Preservation of Housing Densities**

Any planning application for new housing must include a clear demonstration that the ratio of green space (including garden and communal grassed areas) to brick and gravel is consistent with that of the immediate surrounding area.

Any larger developments of ten or more houses must reflect a density of no more than 30 dwellings per hectare and provide shared green space for communal gathering and activities.

These policies are informed by CS2(l), CS21, CS23 and the Review of Important Open Spaces July 2012.

Figure 4.3 (below): Langham showing Important Green Spaces and Frontages (from RCC SAPDPD 2014 ‘Open Spaces and Frontages’)



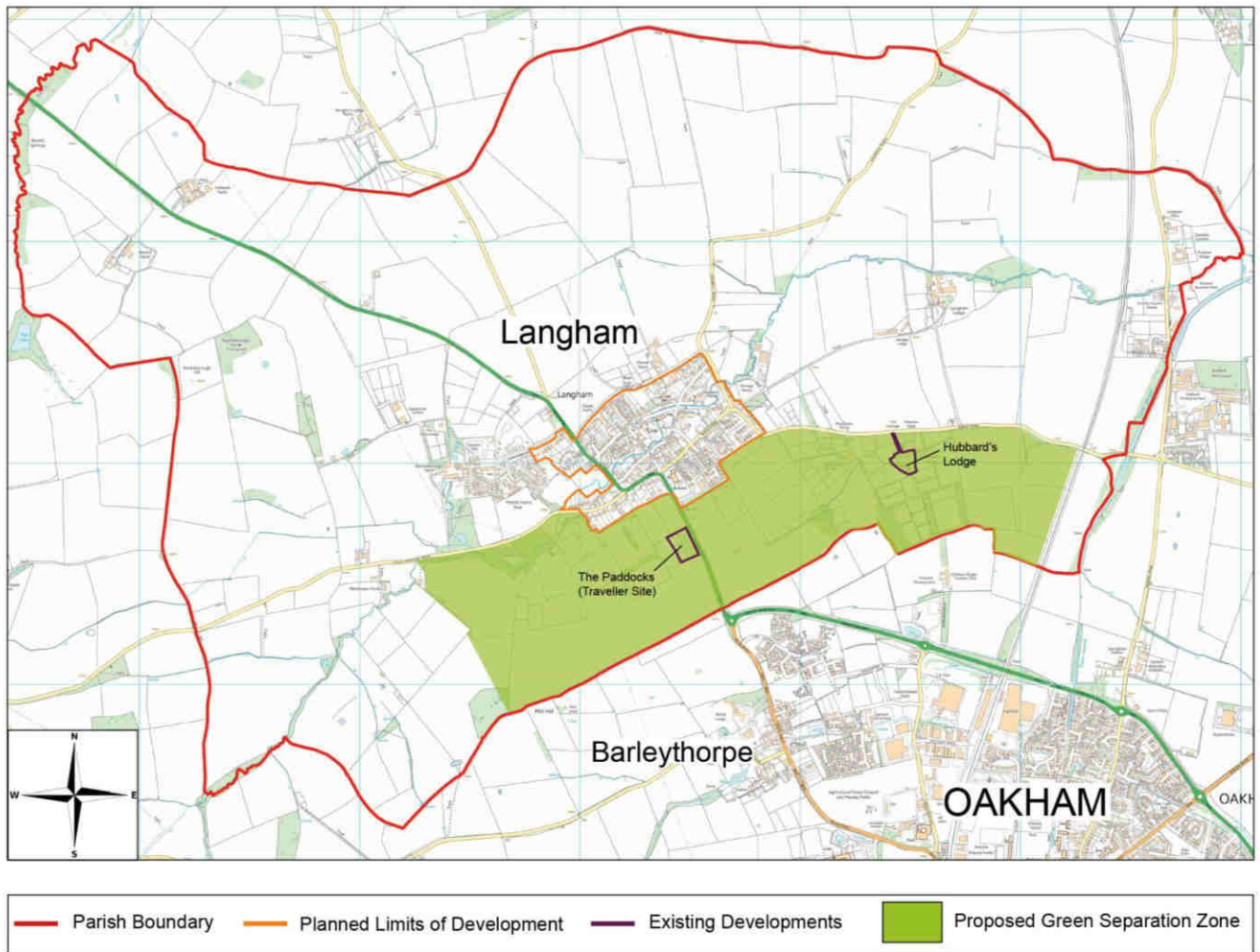


Figure 4.4: Proposed Green Separation Zone (GSZ)

HR3 Land Allocation

Background

1. Langham's Planned Limits of Development (PLD) have been defined by RCC. Within the PLD, development can be accommodated on a limited scale and mainly from windfall sites (in gardens, on previously developed land or conversion/re-use of redundant rural buildings (CS4, Location of Development)).
2. However, this is unlikely to meet RCC's housing requirements in Langham to 2036, nor meet the needs of our aging population or younger people wishing to settle in the village. So land outside, but close to, the PLD needs to be identified for additional possible development.
3. The parish of Langham contains much arable farming land that is mainly farmed by the owners. Grassland makes up a smaller proportion and is mainly used for grazing sheep, horses and ponies. Some of the land is rented to tenants.
4. The size of these landholdings varies considerably; taking 240 acres as a benchmark, there are seven 'large' landowners, whose use of the land is primarily farming, and mainly arable.
5. Taking 30 acres as a benchmark, there are six 'medium' landowners. Usage is primarily as grazing, and a number of fields are rented for this purpose.
6. There are 31 other landowners. Apart from land designated for specific purposes and owned by Rutland County Council, Rutland Agricultural Society, Langham Parish Council or Ruddle Way Residents Association, these holdings are primarily used for grazing.

Issues and options

7. Keeping all development within the Planned Limits of Development (PLD) would be ideal. However, there is not enough room to do so whilst protecting the important green spaces and maintaining the open layout characteristics of Langham. It is therefore recognized that small, carefully planned developments on the edges of the PLD – to the north, east and west only – will be required.
8. A ‘Call for Sites’ was carried out to identify those sites in Langham that the owners wished to be considered for development.
9. This resulted in 17 sites being proposed (LNP01-17), of which three (LNP01, 02 and 03) were within the PLD. (See SD4a)
10. The public acceptability of these sites was determined through a survey put through every resident’s door, and posted to non-resident landowners.
11. Due diligence was carried out to confirm ownership of the proposed sites by carrying out a Land Registry search.
12. Finally, all sites were assessed using RCC’s ‘Issues and Options – Site Appraisal Methodology’.
13. This resulted in:
 - Four ‘preferred sites’ – three for housing within the PLD (LNP01-03) and one for business outside the PLD (LNP17)
 - One ‘secondary site’ on the edge of the PLD and surrounded on three sides by buildings or main road (LNP04)
 - Two ‘expansion sites’ – larger sites on outer edges of the PLDSince windfall sites within the PLD are expected to deliver 30 new homes to 2036, the planned residential development sites identified within the PLD (LNP01-03) and outside the PLD (LNP04,06,14) between them must deliver no more than 28 planned new homes to reach the 2036 target of 58 in total. More than this would be unacceptable.
14. Two expansion sites, being on green fields, would only be considered if, in the mean time, brownfield sites of low environmental/agricultural value have not emerged and received planning permission – and so met the additional housing requirement of up to 30 additional homes.

15. It is recognized that sites LNP02, LNP06 and LNP14 (See Figure 4.5b) contain areas of flood risk within the sites. Development of these sites will only be permitted where up to date flood risk modelling (in accordance with Environment Agency Guidance) supporting any planning applications demonstrates the probability of flooding is less than 0.1%. Should sites LNP06 and LNP14 subsequently come forward for development, they will be subject to the same constraints. This approach applies also for windfall sites coming forward.
16. It is also noted that LNP02 is a site comprising a dwelling (and associated outbuildings) and an important protected green space. The Plan supports development to replace existing structures, but does not support the development of the protected green space.
17. Site LNP06 has a Public Right of Way crossing it – this RoW will need to be protected if planning permission were to be granted for this site.
18. When any land is offered for development, it must meet all the criteria defined in the Policies of this Plan.

Rutland County Council policy and vision for the future

19. RCC’s Core Strategy Development Plan, which is subject to the government’s National Planning Policy Framework (NPPF), has identified a need between 2006 and 2026 for 1900 new dwellings.
20. Langham, as a designated Small Service Centre (SSC) is required by RCC to provide an average of one or two new houses per year between now and 2026 (CS3, Settlement Hierarchy). ***Call for Sites and Land Assessment is detailed in SD4a ‘Site Assessment’.***

Objectives HR3: Land Allocation

To support RCC policy and Langham’s strategy of managed moderate growth by identifying those sites in the parish across which 28 new houses may be built to 2036, to supplement the anticipated increase in housing stock through windfall of 30 new houses in the same period.

Policy HR3a: Land Allocation – Windfall

Windfall sites within the Planned Limits of Development are expected to meet a maximum of 30 new houses to 2036.

Policy HR3b: Land Allocation – Planned

In addition to the sites in HR3a, this Plan supports the development of 28 new houses to 2036. These new homes are to be carefully planned, their layout density to be in line with HR4a, and their location to be on one or more of the following sites, and in this order of priority:

- LNP01-03 which are within the PLD
- LNP04 which is a small site on the western edge of the PLD, bordered on two sides by houses and on one side by the A606.
- Following RCC's recent Call for Sites, and in accordance with the principles of the National Planning Policy Framework any identified brownfield site, not of high environmental value, on the edge of the PLD (east, west or north only) that meets the criteria of the RCC Planning Policy.

Cont.

- LNP06 and LNP14 only to be considered if the requirement for the 28 'planned for' houses has not been met by the above.
- This Plan further supports development of site LNP17 for small business units alongside the existing units.

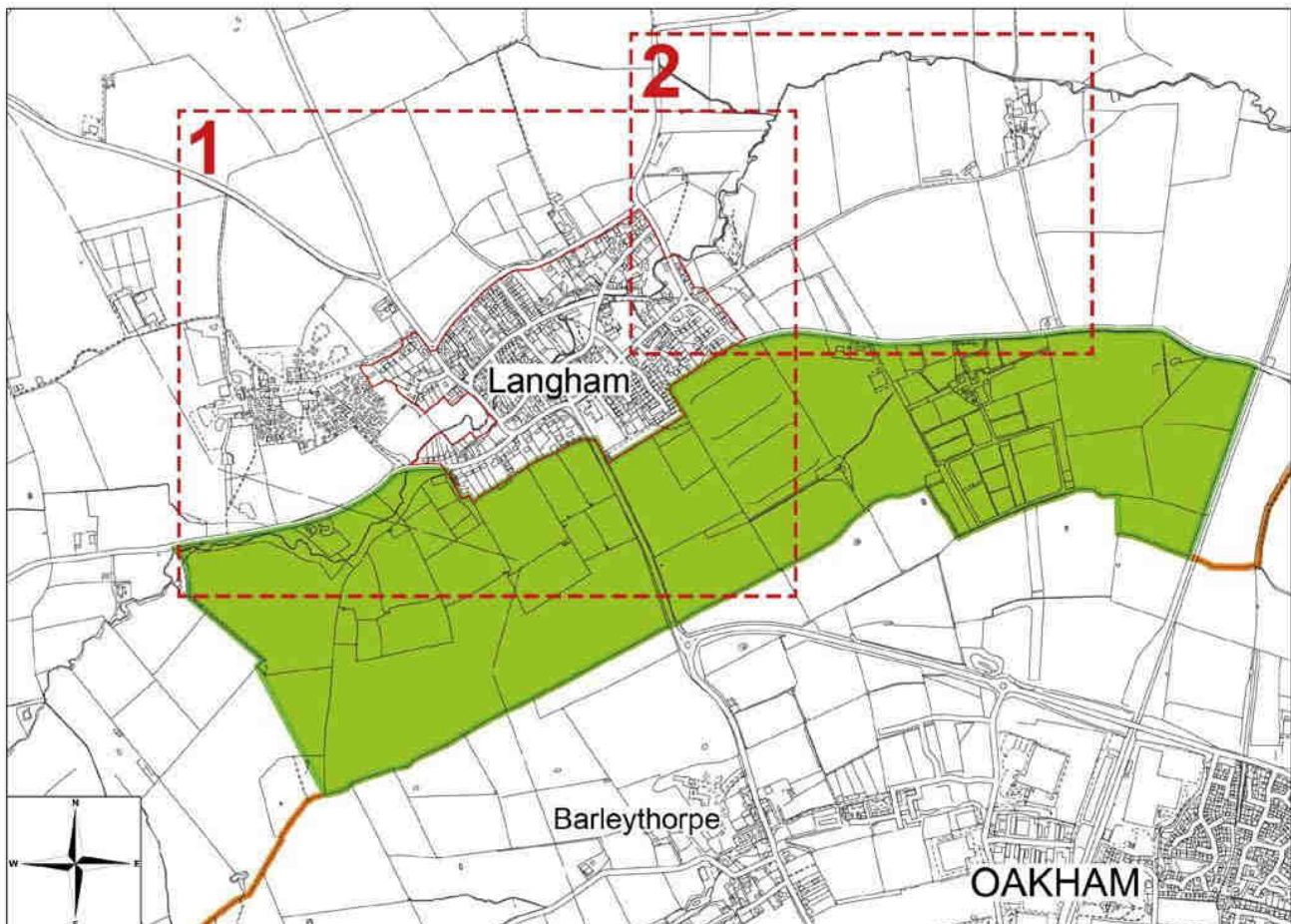
All such developments must meet the criteria of all policies of this Plan and must undergo the Sequential Test for Flooding.

Proposal HR3: Land Allocation – Retrospective Planning

This plan asks that Langham Parish Council will use its best endeavours to urge RCC to enforce existing Planning Policy consistently and specifically in regard to any site in the parish, whether publicly or privately owned, which has been occupied without prior planning permission. This is in line with NPFF policy that speaks of power to counter deliberate deception or concealment to avoid planning regulations.

This Proposal is informed by CS2, CS9 and CS16.

Figure 4.5a: Contextual overview for Figure 4.5b



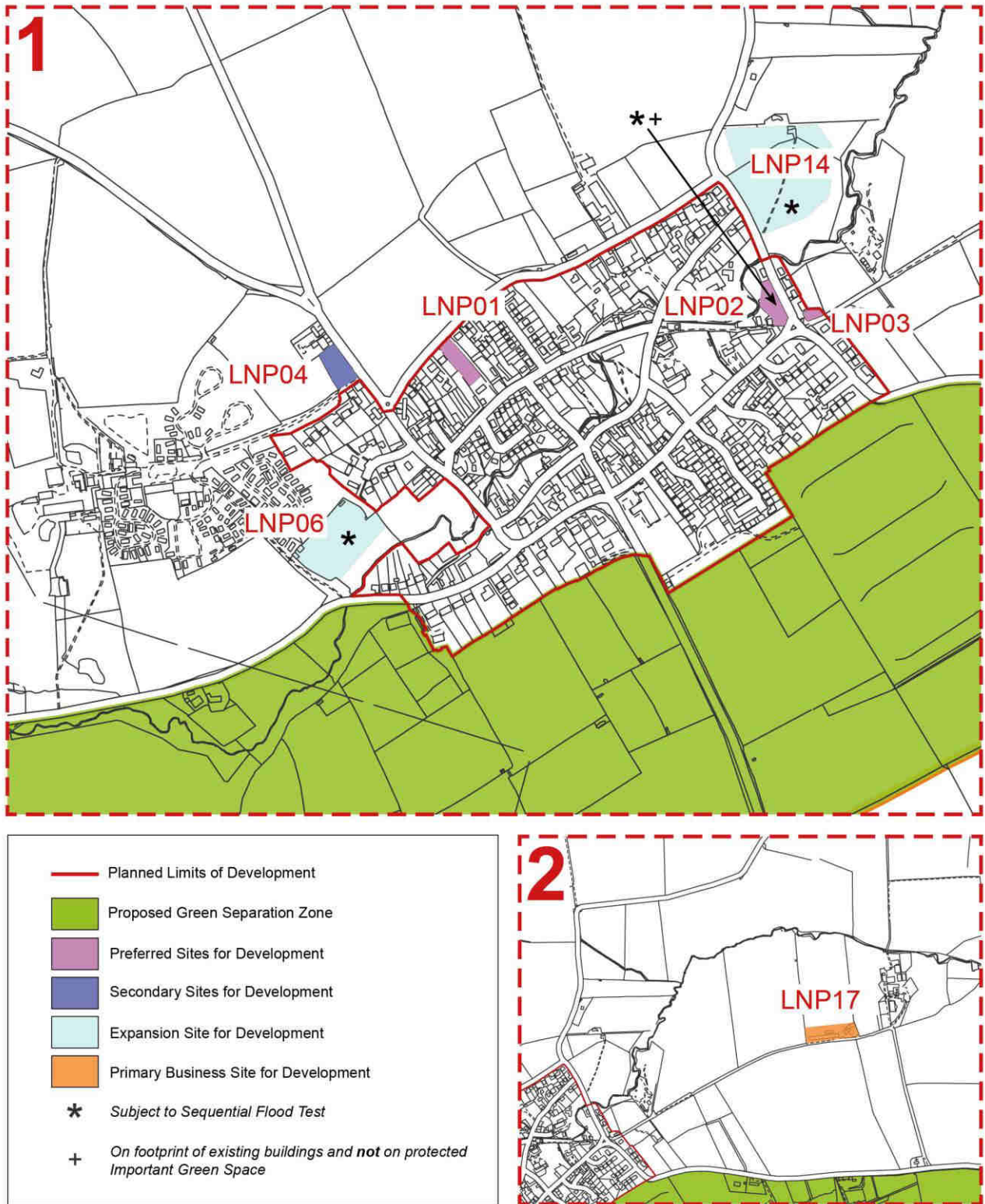


Figure 4.5b: Proposed Sites for Development

HR4 Housing Design and Layout

Background

1. The village, as defined by the Planned Limits of Development (PLD) is divided into four clear areas that have evolved over its considerable history, and reflect the taste and style of those times.
2. Whilst there are variations in style, developers have been encouraged to refer for guidance on fundamental design to the Village Design Statement (VDS) 2002. It is fair to say that not all developers have done so.
3. Architectural styles are diverse but it is the buildings and bridges along Church Street, Well Street and Burley Road that define the essential nature of the village.
4. Later buildings are in a more contemporary style, predominantly of red brick under a slate roof.
5. 20th-century buildings represent a wide variety of styles and construction materials, sharing only (in the main) the simple lines, modest scale and small groupings of the older parts of the village.
6. Most additional new housing has come from development on infill sites, most of which are part of existing gardens or small plots between houses. In a few cases the houses are too large for the small plots of land and this needs to be a key consideration of future infill development.
7. Ruddle Way - the latest development of 52 houses on the old Ruddle's Brewery site - has provided a mix of executive and affordable homes. The density is more than this Plan would support, as is the inclusion of three-storey homes in this central village location.

Issues and options

8. There is recognition that growth is important, but that additional housing should be well thought through, and controlled sensitively to ensure the fundamental character of Langham is maintained.
9. The VDS has, for 14 years, guided the development decisions for Langham and helped maintain the character of the village.

This document will continue to guide good development decisions for the next 20 years as a key part of this plan – Section 10, 'Design'.

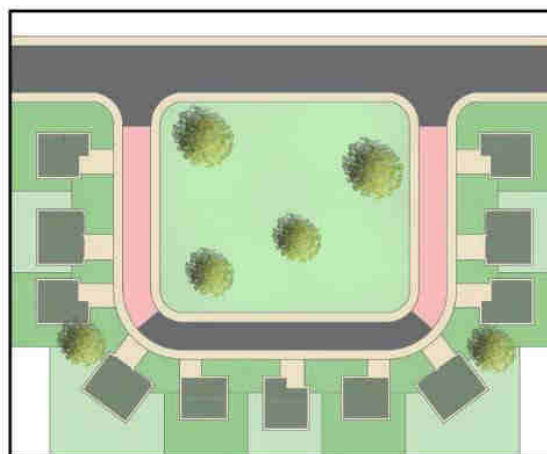
10. Using the 'Call for Sites' flyer (Community Consultation), people were asked what their preferred arrangement of new housing should be. 32% said Angular, 59% said Cul-de-sac and 48% said Cluster. (See SD4)



1. **Angular**, some street-facing



2. **Cul-de-sac**



3. **Clusters** (through road with communal open space)

Figure 4.6: Preferred layouts for development (results of Call for Sites flyer, August 2015)

11. In the planned development, an emphasis on easy-access homes designed with the over-55s in mind and on starter/shared ownership/affordable homes would be required. Ideally these will be on the edges of the PLD or within existing settlements and would allow for buying or rental options for purchasers.
12. Energy-efficient housing is to be encouraged, both in new and existing buildings, as is the use of sustainable materials.
13. This Plan would accept a mix of housing design, a few 3 storey houses outside the village itself which could be particularly attractive as shared ownership affordable homes, and which complement the character of the locality.
14. This Plan would welcome an emphasis on single/1.5 storey and flexible living designs to meet the predicted demographic trends identified for Langham.
15. The use of diverse but complementary architectural styles is encouraged throughout, as is the use of materials similar or complementary to those in the locality. This is fully defined in Section 10, 'Design' of this Plan.
16. Solar panels on houses - especially on new-builds and some of the larger buildings (e.g. village hall) - are thought to be a good idea.
17. Trees are important to the rural character of the parish. Whilst age may necessitate the removal of some, they should be replaced with new planting. Similarly, new developments should ensure trees are protected or new trees planted.

Rutland County Council policy and vision for the future

18. RCC's Core Strategy policies concerning housing density and mix (CS10), the promotion of good design (CS19), and spatial strategy (CS2[m]), along with SAPDPD Policy SP9 (Affordable Housing) are commensurate with Langham's vision for any additional housing.

Objectives HR4: Housing Design and Layout

To ensure new housing developments comprise small cul-de-sacs or clusters of houses, incorporating green space and complementing the locality in terms of design, materials and landscape.

To ensure that extensions and additions to existing homes reflect the original house in terms of design, materials and landscape.

To encourage the use of environmentally friendly design and energy-efficient materials.

Policy HR4a: Housing Design & Layout – Multiple New Housing

Where more than three houses are built, planning applications must reflect the following:

- **Grouping** of houses to form a sense of community where a shared green space allows for play or rest. The preferred groupings are crescent, cul- de-sac and clusters. (See SD4)
- **A mixture** of housing sizes and designs, in line with the existing mix in Langham today, and to support the future demographic requirements of a growing elderly population and a need to attract first time buyers/young families.
- **The housing densities** on the proposed potential development sites will not exceed 30 houses per hectare
- **Design** must take into account all of the criteria as laid out in Section 10, 'Design' which addresses:
 - House style and size
 - Street character
 - Materials
 - Green Spaces
 - Street Scene
 - Change of use
- **Energy efficient** and environmentally friendly materials and design are included.

Proposal HR4: Housing Design & Layout – Multiple New Housing

Langham Parish Council will proactively contact applicants to review and comment on Design and Access Statements.

Policy HR4b: Housing Design & Layout – Single New Houses and Extensions

New single houses and extensions to existing homes must:

- Reflect the building density of their locality
- Comply with the design criteria in Policy HR4a and in Section 10, Design, of this Plan.

These policies are informed by CS1, CS16, CS1 CS20, CS21 and CS26.



Open Courtyard



Angular



Courtyard Cluster



Cul-de-sac

Figure 4.7: Examples of different housing layouts that would be acceptable.

HR5 Developer/Community Collaboration

Background

1. Community Infrastructure Levy (CIL) is a formal tax that developers must pay towards infrastructure improvements. These are defined in RCC's Core Strategy as including transport, education, health, recreation, sport and leisure facilities. This CIL is over and above the contributions defined in Policy HR5a of this Plan.
2. Langham Parish Council, whilst regarding these as priorities, has also identified support for a village shop and post office, improved medical support for the frail and physically disadvantaged, and the establishment of better play areas and more playing fields as potential CIL beneficiaries.
3. Discussions with developers who own land in the parish confirm that there is joint benefit if the Neighbourhood Plan sets out community expectations and guidelines.
4. These guidelines are defined in Section 10, Design, of this Plan. Any Design and Access Statement must adhere to these guidelines.
5. This requirement of potential developers will operate in conjunction with Policies HR4a and 4b as well as Section 10, Design, of this Plan.
6. The Langham Parish Council acknowledges the duty this puts upon it to ensure the quality and sustainability of any new build.
7. The Langham Parish Council will prioritise the delivery of CIL funding it receives to items listed in the Plan's CIL schedule. (See p. 29)

Issues and options

8. People feel that, whilst much consideration was given to the practicalities of building the new development of Oakham North, less was given to the effect on Barleythorpe that has resulted in the loss of much of its distinctive character.
9. This has highlighted the value of collaboration between the community and developers to ensure that Langham's heritage, character and identity as a rural village are preserved in all plans for development.
10. There is concern that any new housing will add to existing pressures on traffic management and environmental footprint – this too needs to be addressed by developers.

Rutland County Council policy and vision for the future

11. RCC's Core Strategy stresses the importance of developers contributing to the cost of any additional strain on local and strategic infrastructure (CS8, Developer Contributions).
12. The Developer Contributions Supplementary Planning Document (SPD) talks of a charging schedule; what this Plan calls for is a clear demonstration that every effort will be made to cover the costs of any additional strain.
13. **RCC has recently published its CIL policy and guidelines. This Plan supports RCC's recommendations therein.**
14. **It is noted that 25% of CIL money for any new development within Langham will be payable over time to Langham Parish Council.**

Objectives HR5: Developer/Community Collaboration

To ensure that a developer adds value to the community by complementing what is here today and investing in the community for tomorrow.
To define the parish's priority spend list for any CIL money that Langham receives.

Proposal HR5a: Developer/Community Collaboration

Where a Design and Access Statement is required the Parish Council will use its best endeavours to urge the RCC to ensure that the development reinforces Langham's character and heritage.

Proposal HR5b Developer/Community Collaboration - Community Infrastructure Levy (CIL)

The Plan endorses the RCC's CIL policy.

The Plan further supports the spending of CIL monies as described by Langham Parish Council in the CIL schedule for Langham below.

CIL Schedule for Langham

Any monies due to Langham Parish Council as part of RCC Community Infrastructure Levy will be spent on one or more of the following:

- Extension to the Burial Ground
- Replacement bus shelters
- Improvements to the Village Hall
- Additional Play equipment in the Playing Field
- Highways infrastructure and parking provision which does not fall under the responsibilities of RCC's Highways department
- Acquisition and development of community assets (subject to favourable viability reports) eg:
 - The establishment of a village shop
 - The establishment of a Community Business Hub
- The enhancement of Community Support Provision
 - Additional support for access to medical facilities by the young, the frail and the physically disadvantaged
- Cycle paths and footpaths (where they are not the responsibility of RCC)

This proposal is informed by CS2(e) and CS8.

5. PUBLIC SAFETY AND SERVICES

5. Public Safety and Services

(This section refers to Support Document SD2 and SD5)

Background – Public Safety

1. Langham is a rural parish and the village lies across the A606 which is the main arterial road from Melton Mowbray. The road travels south from Melton Mowbray, to and bypassing Oakham, to Stamford, the A1 and the A47 near Uppingham.
2. **Traffic has to pass through Langham.**
3. The A606 splits the village, with approximately 80% of the inhabitants living on the east side. The A606 forms a large 'S' curve through the village and has right-angled junctions with the Cold Overton Road and the Burley Road.



Figure 5.1: The A606 through Langham

4. This means that, throughout the day, residents have to negotiate, by car or on foot, a hazardous, noisy and polluting highway.
5. Within the village, a different set of problems is experienced with obstructive and sometimes inconvenient parking, and traffic flow. (See Figure 5.2)



Figure 5.2: Poor parking in the village

6. This Plan acknowledges the significant efforts put in to date by Rutland County Council in helping plan for future development by ensuring the safety and well-being of the community.

Background – Public Services

7. Langham has no railway station, the nearest being Oakham. The principal means of transport is the car - even when crossing from one side of the village to the other, parents often use a car to take their children to school.
8. The local bus service operates three routes, linking directly with Oakham, Melton Mowbray and Nottingham, and by interchange via Oakham, to Stamford, Peterborough and Corby.
9. The main services are the 9, 19, 40, 113 and 29. Currently there are just under 80 services running through the village weekly.
10. The nearest train station is Oakham from where there are local and national connections.
11. High-speed broadband is available throughout the village, but the upgrade can be expensive and the speed is disappointing.
12. Mobile coverage and signal strength varies, but overall is poor. It varies according to the service provider.

PSS1 and PSS2: Public Safety

1. RCC's Vision to 2026 aspires to Rutland being a safer and healthier place to live, work and visit, and it suggests this can be achieved by reducing the impact of development on people and the environment.
2. RCC's Strategic Objectives 5 and 6 talk of a healthier and socially inclusive community as well as a stronger and safer one where measures to improve road safety help ensure people can relax where they feel safe and enjoy a better quality of life.

3. Furthermore, Point 1.44 of the Core Strategy speaks of the need to improve road safety for towns and villages, including the provision, where appropriate, of bypasses.
4. This Plan embraces and supports all the above, and the following section aligns itself to these policies and principles.

PSS1 Public Safety – Traffic A606

5. The growing volume of traffic on the A606 is resulting in increased levels of impact. This includes visual intrusion, noise, vibration, disturbance, community severance, road safety problems, conflict with pedestrians, dust and air pollution.
6. Since the opening of the Oakham bypass the average daily number of vehicles passing through the Village has increased to 8214 in 2014, of which 669 were HGVs, 25 were buses and 1487 were light goods vehicles. The remainder were a mix of cars, taxis and motorbikes.
7. The perception of many people is that traffic has increased dramatically and also that many people exceed the speed limit. Residents have seen HGVs moving at speeds up to 50mph into and out of the village on the part of the A606 which passes Ranksborough Hall entrance.



Figure 5.3: HGVs on A606 corner through Langham

8. Pedestrians of all types are also subjected to other hazards due to the narrowness of the pavements and the fact that the A606 does not have pavements on each side through the village.

9. The pavements by the A606 vary from 1 metre to 1.35 metres wide. In some places vegetation restricts the effective width of the pavement. The pavement on the A606 opposite the Cold Overton Road presents other hazards where the suction effect of large HGVs is particularly noticeable due to the narrow pavement width.
10. The layout of the A606 and the sharpness of the bends is such that HGVs often have to brake sharply rounding the bends and can overhang the pavement at times.
11. There is evidence that HGVs, at times, overrun the pavement with the associated danger to life for pedestrians.

Objective PSS1: Public Safety - Traffic A606

To improve physical safety issues involving traffic through Langham on the A606. Present and increasing volumes of traffic threaten the physical safety and health of present residents and road users and, if unaddressed, will be exacerbated to unacceptable levels by further housing development in Langham.

Proposal PSS1a: Public Safety – Traffic A606

In line with the NPPF, RCC's Vision (1.53 a and g) and Strategic Objectives 5 and 6 – which all emphasise the importance of making the roads safer and so contribute to a strong and safe community – this Plan will encourage RCC to take early action to reduce the following:

- the speed and volume of traffic that threatens the physical safety of the public on the A606.
- the noise, vibration and air pollution resulting from this traffic that threatens the health and well-being of the community.

Such early action will ensure the viability and sustainability of Langham's population growth.

Proposal PSS1b: Public Safety – Traffic A606

This Plan in particular supports:

- the assessment of crossing requirements taken on traffic flow and pedestrian usage (ref. LTN 1/95 bad 2/95) for two pedestrian controlled crossing points on the A606 – one north of its junction with the Range, and one south of its junction with Burley Road.
- the assessment of traffic management requirements for safe access to and from the A606 at its junctions with Whissendine Road and with Burley Road.
- the use and maintenance of speed countdown markers on the A606 before the three entrance-gate markers to Langham village.

Proposal PSS1c: Public Safety – Bypass

In line with RCC's objective, this Plan supports the protection of the preferred route, and the timely apportionment of CIL monies, for the Langham Bypass which, when built, will increase the physical safety and well-being of present and future Langham residents.

Whilst the Plan recognises that the bypass is not in RCC's current Corporate Plan, and that funding for such schemes will be directed via the Local Enterprise Partnership (LEP), it urges Langham Parish Council to ensure that the building of a bypass for Langham remains high on RCC's agenda, ensuring its preferred route is protected from other development and that it is a major consideration when they are looking to invest CIL money.

Community Action PSS1: Public Safety – Traffic A606

This Plan encourages the public to organise and assist in a community speed survey and vehicle count to provide data in support of Proposals PSS1a, b and c.

PSS2: Public Safety - Traffic within the Village

Present Situation

1. The Village experiences its own set of problems on its streets where there are problems with parking, excessive speed and the increase in the number of HGVs.
2. Most of the problems stem from five key factors:
 - The roads in the village, historically, were designed for the horse and cart, and as such, are narrow and often with no room for pavements.
 - Many homes do not have off-road parking. If the residents own a car the only place to park is on these already narrow, roads.
 - At busy times – school times on the Burley Road outside the school and during community events on Church Street outside the village hall – the increased parking exacerbates an existing problem.
 - There is insufficient parking for full and part-time staff of the school.
 - The speeds at which vehicles travel through the village.
3. This means that the narrow streets, often with driveways leading onto them, get even narrower with parked cars causing:
 - Blocked access to driveways for residents.
 - Blind spots at difficult corners and junctions.
 - Congestion where vehicles become gridlocked.
 - Blockages where larger vehicles, such as buses and emergency vehicles, cannot get through.
 - Damage to cars due to the tight spaces.
 - Risks to pedestrians crossing the roads.



Figure 5.4 (right): Parking chaos on Burley Road

Objective PSS2: Public Safety - Traffic within the Village

Through traffic. To enable safe access throughout the village by the management of the size, volume and speed of traffic on the narrow village roads.

Parking. To ensure that parking on village roads, whether by residents or visitors, enables safe passage at all times to all road and pavement users, especially emergency vehicles and services.

Proposal PSS2: Public Safety – Traffic within the village

The Plan supports actions by RCC and Langham Parish Council to ensure that the parking of cars on village roads enable access at all times for emergency vehicles, public transport and homeowners.

The Plan further supports Langham Parish Council’s ongoing attention to the following public safety issues:

- reduction in the size, volume and speed of traffic on village roads,
- ensuring emergency vehicles have access at all times,
- the continued improvement and upkeep of pavements within the village,
- the enforcement of weight and speed restrictions,
- an assessment of possible traffic calming measures along Burley Road to the east of the village,
- ways to improve traffic flow along Burley Road outside the school, particularly at drop-off and pick-up times for the pupils.

Community Action PSS2: Public Safety – Traffic within the village

This Plan seeks the **HELP** of all road users when parking, **even for a couple of minutes**, to check the following:

- How easily can Homeowners access their drives?
- Can an Emergency Vehicle get by?
- Am I parked Legally – eg. Not on white lines, at a junction or on zig-zags?
- Am I obstructing the Pavement in any way?

PSS3: Public Services – Public Transport

Present Situation

1. The buses serving Langham are the 9/19 routes Nottingham to Peterborough, the 40 and 113 connecting to Melton Mowbray, and the 29 which runs to Brooksby College.
2. Broadly the 9/19 services run hourly (Monday to Saturday), the first bus through Langham at 06.30, and the last 17:15.
3. **The 40 service was suspended on 31st May, 2015.**
4. The 113 service connects Langham to Melton Mowbray, running approximately every one to two hours on weekdays. It picks up both inbound and outbound at Langham.
5. There is no Sunday service.
6. There are currently three ‘stage’ stopping points in Langham – Burley Road next to and opposite the school, and on the A606 before the Cold Overton Road.
7. Other town and city centres are accessible only via Oakham and Melton Mowbray, both by bus and rail.
8. The nearest rail station is Oakham, where connections can be made to Birmingham, Stansted and East Midlands Airports, Peterborough, Cambridge and Norwich. London is served via Leicester, Peterborough or directly by limited service through to St. Pancras from Oakham.

Objective PSS3: Public Services - Public Transport

To improve the accessibility of increased employment and leisure opportunities by enhancing the public transport services for Langham.

Proposal PSS3a: Public Services – Public Transport

The Plan supports RCC’s strategic objective 1.43, to increase the range and accessibility of employment and social opportunities by seeking RCC’s focus on improving the frequency, accessibility and integration of the local bus service.

Proposal PSS3b: Public Services – Public Transport

The Plan seeks the collaboration of Langham Parish Council with RCC and Centrebus to extend and improve an integrated bus service with particular regard for:

- an increased breadth of service
 - More frequent
 - Later/evening service
 - Sunday service
- an alignment of bus and local train service timetables
- additional request-only boarding points

Community Action PSS3: Public Services – Public Transport

The Plan seeks the formation of a user group to:

- monitor services and meet with service providers if necessary.
- consider the use of the CallConnect service, available through the Transport Network, to meet travel needs currently not being met by other providers.

PSS4: Public Services - Communication Technology

Present Situation

9. High-speed broadband is available throughout the parish, but can be expensive to upgrade. Similarly many mobile phone users find the quality and reliability of the reception to be patchy at best.
10. Both of these issues mean that residents cannot use communication technology as effectively as they would wish. This is a problem for the increasing number of residents who work from home.
11. Broadband is seen to be unacceptably slow by most residents.

Objective PSS4: Public Services – Essential Communication Technology

To promote the enhancement of Langham's broadband provision.

Proposal PSS4: Public Services – Communication Technology

The plan supports the enhancement of high speed broadband provision in Langham and seeks the co-operation of Langham Parish Council to consult with RCC and appropriate bodies on enhancing high-speed broadband provision to 100Mb/s by 2020.

1. Initial feedback indicated that there was little or no need for to improve to the utilities in Langham. However, subsequently groundwater and flooding control were raised as concerns – which are addressed in the Natural Environment section of this Plan.
2. Furthermore, it is recognised that the Langham Sewage Works which is run and maintained by Severn Trent Water is at capacity, so any significant increase in housing would put excessive strain on the plant.

Objective PSS5: Public Services – Essential Utility Provision

To ensure that, as the parish grows, improvements and additions are made to the essential utilities in order that service levels remain high.

Policy PSS5: Public Services - Essential Utilities Provision

This Plan stresses the importance that, before planning permission is granted for any new development of over 10 units, and if specified in government guidance, the following checks are carried out and addressed:

- Flood Risk assessment using the Sequential Test for flooding
- The use of Sustainable Drainage Systems (SUDS), where appropriate, to manage the quality of groundwater soakaway.

6. CULTURAL HERITAGE

6. Cultural Heritage

(This section refers to Section 10 and to Support Document SD2)

CH1 Village Conservation Status

Background

1. Langham completed its Village Design Statement (VDS) in 2002. It was adopted as Supplementary Planning Guidance by Rutland County Council on 22 October 2002, published in December of that year and distributed to every household in the parish.
2. The VDS has been updated in October 2015 and now becomes an integral part of this plan (Section 10, 'Design').
3. The entire village and part of its surrounding area is now a Conservation Area with Article 4 Direction status in the core - an area essentially bounded by Manor Lane, Ashwell Road, Burley Road, Oakham Road, Melton Road and most dwellings on Cold Overton Road. In Section 10 (p.74) of this Plan, there is an inventory of listed buildings with an accompanying map.
4. The Church of St Peter and St Paul is Grade I, the Old Hall in Church Street is Grade II* and there are 38 Grade II listed buildings, as well as a number of other listed structures in the parish.

Issues and options

5. In the survey conducted for the Neighbourhood Plan in 2014, Conservation Status was regarded as the most important feature to preserve the historical character of Langham (42% of the views expressed).
6. It is necessary therefore, to continuously check the current status of the village against a record of listed buildings.

Objective CH1: Village Conservation Status

To preserve and manage the village's Conservation Status.

Policy CH1: Village Conservation Status

Development in the conservation area will only be acceptable where the scale, form, siting and design of the development - as well as the materials proposed - would preserve or enhance the character or appearance of the area as detailed in Section 10, 'Design' of this Plan.

This policy is in line with RCC's SAPDPD and CS22.

Proposal CH1: Village Conservation Status

Langham Parish Council to ensure that the conservation status of Langham is preserved in line with the details in Section 10, 'Design' of this Plan.

CH2 Sites of Historical Importance

Background

1. Cultural heritage is seen as important by communities as a whole.
2. A recent survey by the Heritage Lottery Fund investigated 12 locations involving over 4000 people to find out what they thought about heritage and the history of their neighbourhood.
3. This showed strong local support for the importance of heritage: 93% see heritage as important for the country; 81% as important to them personally; 80% say local heritage makes their area a better place to live.

Issues and options

4. Langham has a long history: there are 13th-century (1202) references to Langham, and parts of the parish church are late 12th century. The earliest surviving house was recorded in Highfields (now Westons Lane) in 1468.

5. We need to preserve features necessary for the parish heritage to be updated and expanded. This includes areas likely to be of historical or cultural importance.
6. There are currently two areas at risk:
 - a) the Pastures on the Cold Overton Road are an old water mill site;
 - b) the paddocks on Manor Lane slightly east of Orchard Road offer the only unobstructed views of St Peter and St Paul Church from the road. (See *Figure 6.2*) The smaller of the paddocks contains relics believed to be from the original Old Hall.

NB: See also 'Langham History' by the Langham Village History Group or visit the Langham in Rutland website.



Figure 6.2: Paddocks on Manor Lane: the view south towards the parish church.

Objective CH2: Sites of Historical Importance

To ensure that sites in the parish of historical significance are protected, conserved and enhanced.

Policy CH2: Sites of Historical Importance

This Plan supports that areas for development are assessed for historical and cultural importance before planning permission is granted, in particular listed buildings and scheduled ancient monuments. Reference should be made to historical data from Section 10, 'Design' of this Plan and to the Langham Village History Group.

This policy is in line with RCC's Core Strategy CS22.

CH3 Ancient Parish Boundary

Background

1. The parish boundary is of great historical significance: it is exactly the same as represented on an estate map of 1624 and is likely to have existed in its current demarcation for even longer.

Issues and options

2. The northern boundary is marked by Loudall Lane, a classic mediaeval lane, probably Saxon in origin and the longest unobstructed bridleway in the county. It has been badly affected by uprooting of the ancient hedgerow.
3. Part of the southern boundary of Langham is just north of the Oakham bypass and east of the A606. This boundary is marked by an ancient hedgerow, with no gaps or gateways, linking the Oakham Showground with Langham. The boundary hedge running through the rugby pitch was badly damaged by uprooting and excessive hedge-cutting. A straight continuation of the hedge across the north of the rugby pitch, up to the canal, now provides the green corridor.

Objective CH3: Ancient Parish Boundary

To conserve, restore and improve the 400-year-old parish boundary for future generations.

Proposal CH3: Ancient Parish Boundary

This Plan urges LPC to ensure that the condition of Loudall Lane is improved, particularly with respect to restoring ancient hedgerow to protect and preserve Langham's northern ancient parish boundary.

The Plan urges the Parish Council to ensure that the integrity of the ancient parish boundary/green corridor is maintained.

7. NATURAL ENVIRONMENT

7. Natural Environment

(This section refers to Support Document SD2, SD7 and SD10 of this Plan)

Any increase in development in Langham places increasing stresses on the natural environment. To maintain the quality of life of residents it is necessary not only to maintain the quality of the environment but also to enhance it, in parallel with new development, to compensate for these stresses. In addition, climate change and finite resources demand particular action.

NE1 Rights of Way

The location of all numbered RoW mentioned in this section can be found in SD7 pp.2-4.

Background

1. This section is concerned with Langham Parish bridleways and footpaths and their accessibility, condition, maintenance, and use as part of the wider Rutland rights of way network. [See SD7 Appendix NE1(iii) & NE1(v)]
2. The footpaths are well used by residents, some being particularly popular with dog-walkers.
3. The bridleways are shared between pedestrians, horse-riders and cyclists.
4. The continued development of Langham places steadily increasing demands on the rights of way network, as does increased public consciousness of the benefits this amenity offers.
5. Overall responsibility for the general maintenance of the Rights of Way lies with the Rutland County Council and the Local Highway Authority.² [See SD7 Appendix NE1(iv)]
6. The LNP Survey (2014) demonstrated the importance to parishioners of the rights of way and identified various issues. [See SD7 Appendix NE1(vi)]

Issues and Objectives

7. At times there are maintenance problems, especially when a rapid seasonal growth of

vegetation in the summer is linked to a slow response to the problem. [See SD7 Appendix NE1(i)]

8. Serious, irreversible damage was done in recent years to E145 Loudall Lane, resulting in a quagmire in wet weather. [See SD7 Appendix NE1(ii) & SP NE1(ii)]
9. There are insufficient circular routes.
10. There is ambiguity about the route of D85 in the Brocklehurst Park area.
11. None of the existing Rights of Way are consistently suitable for people of limited mobility.
12. Given that there may be nearly 200 horses in Langham, there are insufficient bridleways; however walkers do not like horses churning up the mud where they want to walk, especially in wet weather. [See SP NE1(iii)]
13. In view of concerns about the safety of the Ashwell Road for walkers and riders, and of the fact that it effectively forms part of circular routes using E147 and E148 with E145, a response is needed which gives effective priority to walkers and riders. [See SP NE1(iv)]
14. The Rutland Heritage Trail booklets provide a useful reference for Rights of Way but, at present, are out of print.

RCC Policies

15. This Plan fully endorses the overall intentions of the RCC policy on Public Rights of Way.² *NB: In intention but not yet fully in practice, this answers most of the concerns raised in the LNP Survey.*
16. The LNP particularly endorses Core Action 1E of the above Improvement Plan which proposes an 'improved seasonal vegetation clearance programme' and Core Action 5 which proposes development of routes for those of limited mobility. We note that the plan is under revision.

Objective NE1: Rights of Way

To ensure that the rights of way network is protected and enhanced as Langham grows and develops.

Proposal NE1a: Rights of Way

Grant of planning permission for any development includes the protection of the existing Rights of Way network throughout Langham parish and should, where possible, provide a contribution to the maintenance and enhancement of this network.

Proposal NE1b: Rights of Way

This Plan asks that the Parish Council be proactive in encouraging early action by the Rutland County Council or other appropriate authority on the following proposals, advising on priorities:

- Summer clearance of seasonal vegetation where it may obstruct a Right of Way.
- The sections of Loudall Lane recently reduced in width by the installation of a new fence line to the lane's northern boundary, should be returned to its original width of 30ft; to make the lane suitable for both pedestrian and horse traffic. The surface should be restored.
- The ambiguity about the official route of D85 through or beside Brocklehurst Park should be resolved as a matter of urgency.
- The possibility of a circular Right of Way, including E151, should be investigated. The route could be E151 Cold Overton Road to Ranksborough Drive; turn left to Ranksborough Hall; turn left and return to road via 'track'.

Cont.

- The path between Manor Lane and Squires Close should, if possible, be designated as an official Right of Way and raised, together with E149 and the first section of E148 (ie Mickley Lane from the Sewage Works to Mickley Lodge), to limited mobility standards.
- Necessary steps should be taken to make it possible to re-classify D85 as a Bridleway, at least from the county boundary to the Equestrian Centre, and the possibility of extension to the Cold Overton Road should be investigated.
- The Ashwell Road should be made safer for walkers, cyclists and horse riders, for example by giving the above groups priority and imposing a 20 mph speed limit.
- An updated version of the Rutland Heritage Trail guidebook/leaflets should be published by the RCC on an appropriate website.

Proposal NE1c: Rights of Way

Every effort should be made to take advantage of offers to upgrade or improve footpaths and bridleways, for example the Parish Council should be aware of further suggestions, not included in Proposal NE1a owing to inadequate evidence of sufficient support:

- reclassify E146 as a Bridleway (to link with bridleway E145 Loudall Lane)
- re-classify E148 as a Bridleway (Sewage works to Langham Lodge, and onward)
- link bridleways E146 and E148

Community Action NE1: Rights of Way

Form a User-Group to provide regular feedback to the RCC and/or Langham Parish Council (LPC) about maintenance problems and to assist with solving such problems as are considered a priority to these bodies.

NE2 Flooding

Background

17. The risk of flooding due to high rainfall is highlighted in the Rutland Strategic Flood Risk Assessment (RSFRA).³
18. Whilst the LNP Survey (2014) showed that the brook through Langham is highly valued, it is this feature that creates Flood Zones 2 and 3 throughout the parish.
19. The RSFRA also suggests that these flood risk areas are poorly mapped. (See SD7 p. 8)
20. The Environment Agency (EA) Flood Map does, however, indicate that there are 40 properties in Langham within Flood Zone 3 (greater than 1% chance of flooding in a year).⁴
21. Future residential developers in Langham need to be mindful of the flood risk of certain areas – as no development will be allowed where there is an identified flood risk.
22. Similarly, they must be able to show that there is no chance of any development increasing the flood risk of areas nearby or downstream.
23. Where possible any residential development should actually reduce flood risk.
24. Future development has the potential to result in overloading of the sewer system. There is a recorded event of a property flooding from sewage. Severn Trent Water does not hold ongoing information on its sewage system capacity. [See SP NE2(iii)]



Figure 7.1: Flooding in Langham: Well Street looking northeast from the churchyard



Figure 7.2: Flooding in Langham: Churchyard, April 1981



Figure 7.3: Current Environment Agency Flood Map

25. Mitigation of the current flood risk is primarily through ensuring the channel remains free from obstruction. However, there have been past delays in attaining action from riparian owners and the Parish Council has also highlighted concerns.^{6,7}
26. In the LNP Survey (2014), the majority of specific comments relating to the brook highlighted the need for ongoing action by riparian owners.

Issues and options

27. There is concern about unacceptable flood risk for new developments and potential increased flood risk from surface run-off from new development.
28. There is concern about potential overload of the sewage system from new development.
29. Brook clearance arrangements, to mitigate flood risk, are not always efficient.

RCC Policies

30. This Plan strongly endorses Rutland Core Strategy Principles Policies CS1(g) & CS19(d), National Planning Policy Framework (paragraphs 99–104) and statutory duty for sufficient sewage provision under the Water Resources Act 1991.
31. This Plan strongly endorses NPPF paragraph 100 'Local Plans should develop policies to manage flood risk from all sources' and supports the use of the Sequential Test to the planning of locations of development to avoid increased risk of flooding.

Objective NE2: Flooding

Improve the management of present flood risk in Langham, ensuring that future residential development is not located in areas at risk of flooding, that it does not exacerbate the risk of flooding and, where possible, reduces the flood risk.

Proposal NE2: Flooding

Where planning permission is to be granted for further development, the Parish Council should require a suitably robust determination of the sewerage capacity to be carried out by the appropriate authority, and, where required, system improvements be stipulated as conditions of planning.

This must ensure that there is no future deterioration of surface water or ground water quality.

Community Action NE2a: Flooding

A Community Action Group to be formed to offer practical assistance to those riparian owners who, through infirmity or frailty, may be unable to meet their maintenance obligations.

Community Action NE2b: Flooding

The community seeks the continuation of annual inspections of Langham brooks as currently carried out by Rutland County Council's Environment Officer, as part of ensuring that the riparian owners fulfil their maintenance and repair obligations.

NE3 Green Spaces

See Figure 1.1, p.1

Background

1. The Langham VDS of 2002 identified a number of green 'open spaces' not then specifically listed in the Rutland Local Plan as 'important open spaces and frontages'. These sites in the village were later reviewed in 2012 by RCC and formed the basis for the Rutland Plan Site Allocations & Policies Development Plan Document adopted in October 2014.^{8,9} (See Figure 4.3)
2. Whilst not officially designated as 'open spaces', gardens, garden frontages and hedges also contribute significantly to Langham's environment by providing green infrastructure that add to the quality of the local environment.
3. Also contributing to the green spaces in the village are the large number of trees, protected within the Conservation Area of Langham village or with Tree Preservation Orders (TPOs) which prohibit the cutting down, uprooting, topping, lopping of trees without consent.¹⁰ [See SD7 Appendix NE3(ii)]

Issues and options

4. Villagers greatly value the green spaces in and around the village, but there was a perception that some of the green spaces valued for recreation, wildlife habitat, and the enhancing of the historic and tranquil setting of the village may be under threat.
5. Some areas identified as important to villagers are currently without any formal recognition. [See SD7 Appendix NE3(i)]
6. Villagers raised concerns in the LNP Survey (2014) and separately in writing about the following green areas and frontages:
 - The field to the west of the A606 opposite Church St. and Well St. (Penman's Field) which is a valuable wildlife haven and is not currently recognised as an Important Open Space.

- The woodland at Munday's Close, planted up by the village with native species in consultation with the Leicestershire and Rutland Wildlife Trust in the late 1990s, and providing an important wildlife haven and space for walking.
- The verge on the north side of Manor Lane, at the Ashwell Road end, which is an important wildlife habitat that contributes to the rural character of the village.



Figure 7.4: Important wildlife havens in need of protection: (top) Penman's Field; (middle) the woodland area at Munday's Close; (bottom) the verge on the north of Manor Lane - a wildlife haven.

7. There is also concern about loss of a number of garden frontages and hedges in the village in recent years.

RCC Policies

8. The protection and enhancement of green spaces in Langham is consistent with the National Planning Framework of 2012 and Rutland Council's Development Plan Core Strategy, in particular Policies CS21 and CS23.¹¹
9. This Plan strongly endorses these policies and RCC's Site Allocations and Policies Development Plan Document of October 2014 and the recognition of Important Open Spaces and Frontages.¹² (See Figure 4.3)

Objective NE3: Green Spaces

Protect and enhance all areas of green space, private and public, throughout the parish to sustain the open visual character of the village and to provide sites for recreation and relaxation.

Proposal NE3a: Green Spaces

The small greens and open spaces identified in Sections 4 and 10 of this Plan and including specifically Penman's Field and Munday's Close must be safeguarded and enhanced. Similar protection must be afforded the hedges and trees that contribute to the street scene of the village, including specifically the verge and hedges bordering Penman's Field and part of the verge north of Manor Lane. (See Figure 7.4)

Proposal NE3b: Green Spaces

Given the need identified by villagers for a designated dog-walking space, the Parish Council should look for suitable such areas that can be easily maintained.

See Figure 1.1 on p.1.

NE4 Biodiversity

Background

1. The Langham Parish Community Wildlife Survey in 1996 demonstrated that there was both breadth and depth of biodiversity in the parish, without any (known) great rarities being present.
2. Subsequently two small Local Wildlife Sites were registered with the Leicestershire and Rutland Wildlife Trust (LRWT).¹³ See *SP NE4(vi)*.
3. Twelve species, specially protected under the Wildlife and Countryside Act 1981, have recently been observed in Langham Parish: Badger, Otter, Water Vole, Kingfisher, Barn Owl, Red Kite, Buzzard, Soprano Pipistrelle, Common Pipistrelle, Brown Long-eared Bat, Whiskered Bat, Grass Snake. Seven of these are designated 'species of local importance'.¹⁴ [See *SP NE4(iii)*]. Interviews with residents of the parish with strong awareness of local wildlife [*SP NE4(ii)*] and records of the Rutland Natural History Society suggest that, as regards most wildlife and wildlife habitats, there has been no great change during the past 20 years. The National Biodiversity Network and Atlas of Breeding Birds in Leicestershire and Rutland also provided a useful check.^{15,16} [See *SP NE4(i)*]
4. Certain species have, perhaps because of climate change or long-term changes in farming practice, declined and some others have increased. [See *SP NE4(ii) & (iii)*]
5. A survey of potential wildlife havens in the parish shows a large number of small areas, linked by tenuous green infrastructures, where wildlife can thrive and interrelate. [SD7 Appendix *NE4(i)*]
6. The importance of gardens in the village should not be underestimated.
7. In recent years there have been various regrettable losses to this biodiversity network:
 - destruction of the ancient hedgerow on the parish boundary beside Loudall Lane;
 - the uprooting of several hedgerows on farming land, in the interests of having larger fields;
 - removal of a hedgerow south of The Glade, Ranksborough and felling of several mature trees in The Park, Ranksborough.
8. The Ranksborough Hall Park is an important area for trees and wildlife and this aspect should be safeguarded wherever possible. It is disappointing that RCC has been unable to provide more habitat protection in this area.

Issues and options

9. The LNP Survey (2014) demonstrated the importance, to parishioners, of wildlife and biodiversity in general and, in particular, of the brook, the canal, hedgerows, verges, woodland and green fields around the village.
10. Further reduction in the numbers of small wildlife havens or further disruption of the green infrastructure would have a disproportionate negative impact; there is an urgent need to reverse the trend.

RCC policies

11. This Plan strongly endorses Commitment No. 9 in the Environment Plan to 'protect natural habitats and species to maintain and improve the wealth of biodiversity in the county' (RCC Core Strategies 21&23).
12. The Plan also strongly endorses and commends to the RCC, the following:
 - Natural England's Policies for Rutland, NCA 74
 - *Space for Wildlife: Leicester, Leicestershire and Rutland Biodiversity Action Plan 2010 – 2015* by the LRWT

Objective NE4: Biodiversity

Protect and enhance wildlife havens and green infrastructure in order to support and sustain protected species and to encourage biodiversity.

NB: Proposals 4a-d below urge the Parish Council to ensure that any development maintains and enhances the current biodiversity status of Langham, in line with the Leicester, Leicestershire and Rutland Biodiversity Action Plan and with Policy SP19 of the RCC's SAPDPD.

Proposal NE4a: Biodiversity

The area within 25m of the brook and its banks will be protected from any further development.

Proposal NE4b: Biodiversity

The following areas of woodland and hedgerow will be protected from any development:

- both sides of the Cold Overton Road between Ranksborough Farm and Pasture Farm.
- the ancient parish boundary hedgerow, notably to the western and southern sides.
- the border of the canal.

Proposal NE4c: Biodiversity

Consideration should be given by the Parish Council to the appropriate regular maintenance of Munday's Close, with its biodiversity in mind, taking into account the report in March 2014 of the Sustainability Land Trust and consultation with the Leicestershire and Rutland Wildlife Trust.

Proposal NE4d: Biodiversity

This Plan supports the RCC/Leicestershire & Rutland Wildlife Trust's verge maintenance programme and the Parish Council should advocate extension of this programme to include important verges such as those on Manor Lane.

NB: It is noted that Community Action NE4a: Biodiversity works alongside the consideration already given to nesting and fledging birds in Spring.

Community Action NE4a: Biodiversity

Farmers are requested to consider leaving hedges uncut until February to allow the birds etc. time to eat all the berries before they are cut. Where hedge cutting cannot be left until February, farmers are requested to cut them every other year to give them a chance to flower and set seed.

Community Action NE4b: Biodiversity

Dog owners are strongly requested to keep to Rights of Way and restrain their dogs from invading farmers' fields of growing crops and from chasing ground-nesting birds on these strips.

NE5 Renewable Energy

Background

1. There are three good reasons to support the use of renewable energy sources:
 - transition to a low-carbon economy to mitigate climate change;
 - reduction of economic dependence on the finite reserve of fossil fuels;
 - benefits to the user in terms of economy and achievement of some control over energy supply.
2. The range of potential sources of renewable energy available are:
 - anaerobic digesters;
 - 'solar farms' of solar photovoltaic systems;
 - windfarms;
 - individual systems of solar photovoltaic panels to generate electricity incentivised by Feed-in Tariffs (FITs);
 - individual systems of solar thermal panels to heat water, incentivised by Renewable Heat Incentives (RHIs);
 - single small wind turbines;
 - use of biomass fuels;
 - air-sourced or ground-sourced heat pumps.
3. There are currently no aerobic digesters, solar farms or windfarms in Langham.
4. There appear to be about 15 small systems of solar photovoltaic panels and/or solar thermal panels in the parish. [SD7 Appendix NE5(iii)] The RCC does not hold statistics other than for Rutland as a whole.

Issues and options

5. The LNP Survey found that most parishioners thought energy sustainability in the parish was very important.
6. There was strong support for solar panels on houses but strong opposition to anaerobic digesters, wind farms and, to a lesser extent, solar farms and single wind turbines. (SD7 Appendix NE5(i) and SD2a pp. 17-18)
7. Langham parishioners wish to support the UK's response to climate change and are concerned about economic dependence on finite reserves of fossil fuels.
8. There is strong concern about the impact of some forms of renewable energy generation on the local environment, the landscape character and arable crops.
9. Although planning permission is rarely required for solar panels on house roofs, the process described on RCC's website and to satisfy Building Regulations is daunting and also very costly.

RCC policies

10. The Plan endorses RCC's Core Strategy Policies CS19-23 and the introduction by the RCC of Energy Action for Rutland.

Objective NE5: Renewable Energy

Ensure that homeowners and developers use energy efficient design and affordable renewable energy sources that minimise the impact on both the local environment and the landscape character.

Proposal NE5a: Renewable Energy

Planning permission terms for future housing developments in Langham will encourage, by the strongest means possible, the use of renewable energy sources.

Proposal NE5b: Renewable Energy

Householders will be encouraged to contribute to energy sustainability through renewable sources, as advised by bodies such as Energy Action for Rutland. The process of satisfying any Planning or Building Regulation requirements for the installation of solar photovoltaic panels or solar thermal panels on houses will be made as simple and inexpensive as possible.

Proposal NE5c: Renewable Energy

Decisions on planning applications for anaerobic digesters or wind farms should give maximum weighting to the negative impact on the preservation and enhancement of the natural and cultural environment. Decisions on planning applications for single, small wind turbines will take full account of their noise and visual impact.

8. EDUCATION & DEVELOPMENT

8. Education and Development

(This section refers to Support Document SD2 and SD8)

1. Langham Nursery and Wrap Around Care (N&WAC) is a pre-school and out-of-school club that provides care for children from birth to 11 years of age during term time. This facility is set within the school grounds, is managed by a committee of school governors and is run as a separate business from the school.
2. Langham Church of England Primary School (LCEPS) is a rural village school for four- to eleven-year-olds, with strong links to St Peter and St Paul's Church of England Church in the Parish of Langham. The school was relocated to its current site in 1972 and converted to academy status on 1 July 2013.
3. Both the nursery and the primary school are highly valued in the community.



Figure 8.1: Langham Church of England Primary School entrance

4. The nursery provides access to a breakfast club, a nursery and an after-school club.
5. The school's facilities include surfaced play areas, an AstroTurf pitch, a grass playing/sports field, a trim trail, a nature garden, a pond area, allotments and a chicken run. It also has a large hall, a library, an IT area and a cooking room.
6. The school extends into the community by organising and hosting various parish and village events through the Parents and Friends Association (PFA). Sadly the school is not used throughout school holidays for these community events.

ED1 Primary and Pre-school Provision

Background

1. As an academy the school has to run as a profit centre – so the recent addition of solar panels to the roof has helped towards electricity bills. The nursery too is run as a business, separate from the school, and is managed by a committee of school governors.
2. The 32 places at the nursery are filled on a first-come-first-served basis, with no guarantee that a place in the nursery will lead to a place at Langham Primary School.
3. With an ideal capacity for 210 pupils the school's catchment area extends well outside Langham to Ashwell, Cold Overton, Knossington, Market Overton, Newbold, Owston, Teigh, Thistleton Whatborough and Withcote. Indeed, fewer than half the pupils are from Langham.
4. Present levels in each year group are:
 - Foundation – 30
 - Year 1 – 30
 - Year 2 – 30
 - Year 3 – 31
 - Year 4 – 31
 - Year 5 – 32
 - Year 6 – 32
5. The intention is to achieve a capacity level of 210 pupils with 30 pupils per year group, which will be achieved by natural attrition (LCEPS).
6. With so many pupils travelling some distance to school, usually by car, 45 members of school staff and 10 members of nursery staff, it is not surprising that one of the major issues expressed by local residents in the LNP Survey (See SD2a) was parking and traffic flow at peak times.

7. This was echoed by the children in their responses to the Children's Questionnaire (See SD2a). They also highlighted the poor repair, narrowness and obstruction of pavements making walking any distance to the school gates treacherous and worrying.
8. The school commands a prominent position at the junction of the A606 and Burley Road. In the Langham VDS 2002 (See SD6a) it is said that *'The grounds of Langham CE Primary School, which are visible from the road, make an important contribution to the character of the village'*. Pupil place planning also notes that *'there is insufficient space within the existing site for expansion.'*
9. The challenge is to balance keeping the school small enough to maintain the rural character and location of the village school, with the need to optimise numbers for cost effective management.

Issues and options

10. Safety on pathways and approaches to school.
11. Inadequate car parking provision for Langham School and Nursery staff and parents, which is also impacting on local residents.
12. Drop-off point/zone required.
13. Admissions challenges to gain a place at Langham School and Nursery.
14. Sustainability of a large primary school catchment area.
15. Nursery and wrap around care limited to term time only.
16. Sustainability of Langham School and Nursery current buildings on present site.
17. Community interest in using school grounds and facilities.

Objectives ED1: Primary and Pre-school Provision

To ensure that Langham Church of England Primary School continues to provide outstanding education whilst remaining a small, rural village school which also provides for a limited local catchment area.

To ensure that Langham's provision of childcare, from birth to age 11, is sustained and enhanced.

Proposal ED1a: Primary and Pre-school Provision

This Plan strongly recommends that Langham Church of England Primary School remains a **parish** school for parish children with an optimal size that is maintained by addition of pupils from a carefully managed local catchment area.

Proposal ED1b: Primary and Pre-school Provision

Whilst the responsibility for this lies outside this Plan, there are a number of suggestions that the community has offered further to improve this provision:

- Extend provision of out-of-hours care to support working families even more.
- Use of school buildings and grounds for community events at weekends and during holidays.
- Priority for nursery care is given to Langham children.
- Extend nursery care provision throughout the year.

ED2 Secondary, Post-16 Education

Background

1. Young people of Langham have the choice of three secondary colleges in Rutland, all of which are located outside of the parish of Langham:
 - a) Catmose College (approximately two miles from Langham);
 - b) Uppingham Community College (approximately nine miles away from Langham); and
 - c) Casterton Business and Enterprise College (approximately 12 miles from Langham).
2. Harrington School is a new addition to this list, and is housed, temporarily, within Catmose College at present.
3. Independent schools are also available in Rutland for ages 11+ in Oakham and Uppingham. Some travel further afield to towns such as Stamford. There is also a residential therapeutic school in Rutland, Wilds Lodge School (ages 5–18).
4. Rutland County College in nearby Barleythorpe and Harrington School (due to move to a permanent site on Catmose Campus in September 2016) provide full time post-16 education for Langham teenagers. There are other colleges in Melton Mowbray, Stamford and Corby.
5. All of the independent schools mentioned above also offer a full-time post-16 education.
6. Catmose College is an 'outstanding' (Ofsted 2012) secondary academy school and is an extremely popular choice for Langham pupils. It is Langham's designated secondary school according to RCC's settlement appraisal.
7. However, secondary education and further education are seen to be 'poor' by the parish. According to the LNP Survey, half of the respondents recognised that good further education is accessible close by. The other half are concerned that is not as available as it should be and there is fear of overcrowding, lack of choice and not automatically being eligible for the nearest college.
8. Young people are able to access a new post-16 free school in Rutland – the Harrington School – in Oakham. According to its online statement, 'this school illustrates Rutland's need for a new provision to better service the county's more academic students, as well as those from a poor socio-economic background'.¹⁷ It is possible, therefore, that such a facility could provide Langham's young people with more choice in 16–18 education.
9. Rutland Adult Learning & Skills Service (RALSS) in partnership with Peterborough Regional College at Oakham Enterprise Park (OEP) provides a variety of apprenticeships for both young people and adults.
10. RALSS has presently enrolled 1000 students part-time at OEP and the facility was rated 'good' by Ofsted (2015).

Issues and options

11. Access to nearest secondary college places at Catmose College, Oakham.
12. Residents perceive adult learning facilities in Rutland as 'poor'.
13. Not sufficient information currently to establish residents' preferences and aspirations for adult learning.
14. Access to facilities by older people, and by residents unable to use facilities during the daytime, are particular challenges.

Objectives ED2: Secondary and 16+ Education

To ensure that secondary college places, post-16 places and adult learning opportunities are available in the village and accessible to the Langham Community.

Proposal ED2a: Secondary Education

In line with CS7 of the Core Strategy, this Plan supports the right of Langham parish children aged 11+ to priority access to their most accessible secondary school at Catmose College.

Proposal ED2b: 16+ Education

This Plan requires that the Parish Council uses its best endeavours to ensure that RCC's options for 16+ education are clearly defined and communicated.

Community Action ED2: Adult Education

There is a wide and varied provision of adult education available locally from places such as Peterborough College and The Oakham Enterprise Park that needs to be more widely publicised and more easily accessed.

ED3 Activities and Sport

Background

1. With nearly 1400 residents, Langham's 'population covers a wide range with many retired people, but also households with young families'.¹⁸ Langham is described on the Langham in Rutland website as a 'lively village, with sociable people who are supportive of each other'.¹⁹
2. Langham has two churches, a village hall, a playing field (Munday's Close), allotments, Rutland Polo Club, an outdoor and indoor bowls club, a fishing area at the canal, countryside walks, cycle routes, bridleways and two pubs (the Noel Arms and the Wheatsheaf).
3. Langham's main community events include a Street Market, which is hosted every other year in late August. The proceeds support the community.
4. There is also an annual Village Show normally hosted at the school in September.
5. Recently, Langham Events Group (LEG) has been set up to support fundraising for village events.
6. Residents in the village are also able to access sports activities and facilities in nearby Oakham, e.g., Catmose Sports Centre, Oakham Rugby Club and the Rutland Agricultural Society; and further afield in Melton Mowbray, Stamford, Corby, Grantham, Leicester, Nottingham and Peterborough. All of these centres are accessible from Langham by public transport, with change of train or bus in several cases.
7. Residents are also able to access the Active Rutland Hub on the OEP site for several sports activities and clubs including CrossFit, gymnastics and judo.
8. Langham's sports clubs include the Rutland Polo Club and Langham Bowls (outdoor pitch). For cricket, tennis and badminton, residents use facilities outside of the parish.
9. According to the October 2014 Children's Questionnaire, swimming is the most popular sport amongst the children, with the nearest public pool being at Catmose College (approximately two miles distant).
10. The playing field at Munday's Close was originally created for children of all ages in the village who would otherwise have nowhere to play.
11. For the younger children there is a climbing frame, swings, Springers, an Adventure Trail and scope for creative play.
12. For the teenagers there is a tarmac area with a skateboarding ramp, a football field with goal posts and a teenage seating unit.

Issues and options

13. Over one-third of survey respondents did not think there are sufficient outdoor groups and activities available to residents.
14. There is a need to improve leisure and play facilities available to children at the playing field area in Munday's Close.
15. There is a need to enhance availability, accessibility and quality of outdoor space in the village (Cricket Club and Walking Club).

Objective ED3: Activities and Sports

To ensure the availability of accessible, healthy and attractive locations for a growing range of leisure and sports activities to suit all ages.

Community Action ED3: Activities & Sports

Langham is fortunate to have a wide range of clubs and activities on offer, many run by volunteers. Some areas where residents might extend this offer are:

- Residents with children might consider informal organisation of activities such as summer camps.
- Forming ad hoc leisure/sports groups and clubs e.g. walking, swimming and cycling.

Figure 8.2 (below): Play area at Munday's Close



9. COMMUNITY & ECONOMY

9. Community and Economy

(This section refers to Support Document SD2 and SD9)

CE1 Community Needs – Shop and Post Office

Background

1. Thirty years ago Langham village supported a number of shops, supplying a range of basic goods, and a post office. There is no shop in Langham today.
2. The expansion of Oakham and the accessibility of supermarkets, offering a wide choice of products and generally lower prices, has meant that our village-based shops could not remain competitive and all have now closed.
3. A post office facility operates out of the village hall one morning a week. This provides a highly valued service to the community. This is a satellite service of the main Oakham post office now based in McColls in Oakham High Street, and is currently funded by them.
4. Fresh fruit, vegetables, flowers and eggs are sold twice a week from a 'pop-up' stall on Burley Road.
5. There are a number of mobile services supplying food products (e.g. milk, meat, fish) to customers in the village on a regular basis. In addition, the national supermarkets deliver pre-ordered food and other supplies 'direct to home', usually for a fee.
6. There is now a small supermarket attached to a garage on the A606 north of Oakham on the southern boundary of the parish.
7. A new Aldi store has planning permission close to this garage as part of the new Oakham North development.
8. All this suggests that the viability of a general store in Langham would need generous support in setting it up, running it and, more importantly perhaps, in patronising it.
9. Possible sites for such a shop have been identified, but the next step is for the community to carry out a viability study.

Issues and options

10. In the LNP Survey (2014) 53% of responders said that a shop was what they most wanted for Langham. No other subject, topic or issue had such a high score in this survey.
11. Second to this was the call for extended post office services.
12. The desire for a shop and post office featured highly in the response to 'What improvement would you most like for Langham?'
13. Again, the lack of both featured highly in response to the question 'What do you least like about Langham?'

Objective CE1: Community Needs – Shop and Post Office

To increase the number of hours a week that the local post office operates.

To determine the viability of a village shop and, if viable, set one up.

Proposal CE1a: Community Needs – Shop

The Plan proposes that CIL money be made available to support the establishment, subject to a positive viability study, of:

- A village shop.
- A parish Business Hub.

NB: For conciseness, this Proposal includes the Business Hub which is discussed in CE3.

Proposal CE1b: Community Needs - Post Office

Langham Parish Council to continue negotiations with the Post Office in Oakham to find ways to increase the frequency of Post Office Services as well as the possibility of the village Post Office being a profit centre as well as a community service.

Community Action CE1: Community Needs - Shop

Two groups to be set up to examine closely the viability of a community shop and of a Local Business Hub.

CE2 Leisure and Culture

Background

1. There has always been a thriving community in Langham with many and varied hobbies, clubs, social groups and interests.
2. The bowls club, cricket club and football club go back many years – and whilst Langham retains a beautiful bowling green, it has lost its cricket and football pitches.
3. The Village Hall and the churches, all on Church Street, have been the centre of most leisure and culture activities in the parish.
4. The Parish Church of St Peter and St Paul has put on many events from choral singing, to concerts, to Christmas tree displays
5. The Village Hall has hosted groups, clubs and activities ranging from formal Parish Council meetings, to a sewing club, through to yoga and Zumba
6. Langham Gardeners' Association, Langham Village History Group and the allotments have also provided the community of Langham with a range of leisure and cultural activities.



Figure 9.1: The allotments on Burley Road

7. A children's playing field was established in Munday's Close in the late 20th Century.
8. There have been as many as three pubs in Langham in recent years – probably many more than that historically.

Issues and options

9. The Village Hall serves as a centre of village life. It caters for over 650 bookings per year for private and public functions, meetings and activities in its three rooms.
10. Recent installation of WiFi opens up opportunities for IT learning in the parish.
11. A list of village interest groups is described in SD9, many of these use the Village Hall.
12. The Parish Church and the Baptist Chapel serve a similar function alongside their religious activities.
13. These centres of leisure and cultural activities are to be encouraged.
14. A new Langham Events Group (LEG) has been founded which seeks to organise countryside events in the village. Its first task was to organise the August Bank Holiday Street Market in 2015.
15. There are two pubs in Langham. Both are extremely popular and serve as social centres.
16. Sports facilities and play areas are minimal in Langham – with a bowling green and a children's playing field. These facilities are covered in the Education and Development (ED) section of this Plan.
17. The Oakham Enterprise Park also houses an offshoot of Peterborough College, providing a selection of learning and training courses of potential interest and benefit to the Langham community.
18. The Rutland Mobile Library visits Langham once a week and provides a valued service to the community.



Figure 9.2: Some of Langham's assets

19. Whilst much happens in the parish, it is felt that too few people are involved in the organisation and running of such events and activities.
20. The opportunity to meet socially for a drink or something to eat is valued by many and the two pubs and community café provide this.
21. There is not enough in the parish to entertain and engage teenagers.
22. It has been suggested that there should be a wider range of physical activities to accommodate the less agile.
23. The playing field is much valued, but some suggest its location is not ideal and it should be moved, whilst others suggest improvements. This area does not provide sufficient flexibility for a range of sports, so new sports areas are called for.
24. With a few sports facilities available in Langham itself, arrangements should be made to utilise the primary school's grounds – if only during weekends and school holidays.

Objective CE2: Leisure and Culture

To ensure there is adequate provision for play and sport activities for children that is safe and accessible.

To ensure that everyone in Langham knows what leisure and cultural activities are available to them, and how to access them.

Policy for CE2 is covered by Policy HR5.

Proposal CE2: Leisure and Culture - Activities

A directory of Langham-based activities is produced (and is widely circulate and updated on a regular basis) for the purposes of enhancing awareness and encouraging, where appropriate, wider use of village-based clubs, societies and activities. This to be available both on the website as well as paper-based.

Community Action CE2: Leisure and Culture – Adult Education

There is a wide and varied provision of adult education, available locally from places such as Peterborough College and the Oakham Enterprise Park, which needs to be more widely publicised and more easily accessed.

CE3 Economy

Background

1. Historically farming and rural activities have been the major source of employment in Langham. Over the years, with the reduction in the number and size of farms, many of these jobs and associated skills have disappeared.
2. With the improvement of transport systems, employment opportunities have opened up for Langham residents outside the parish.
3. Similarly, as communication and technology has improved, working from home has become increasingly viable and popular.
4. There has always been a wide range of small, entrepreneurial businesses in Langham, although, over the years, their nature may have changed.
5. The two pubs in Langham provide full and part-time job opportunities.
6. There are three principal sites of business activity in the parish covering a range of activities serving both Langham and wider markets. They are Mickley Lodge Business Centre, Rutland Village (adjacent to Ashwell Garden Centre) and Ashwell Business Park and Workshops (formerly the Rutland Council depot). In total they accommodate about 25 businesses.
7. Oakham Enterprise Park (OEP) accommodates about 38 businesses as well as a nursery, leisure opportunities and a learning & training facility.
8. In addition there are about 20 single-occupancy sites of business activity within the parish.
9. There are still a few thriving farms in the Parish, along with number of horse-related activities and businesses.

Issues and options

10. There is a perception that, with so many people choosing to live in the parish and work outside it, there is a chance that Langham will become a dormitory village.

Objective CE3: Economy

To encourage local investment in local businesses.

To improve the effectiveness of home workers through the provision of shared expenditure and shared ideas via a business hub.

These objectives are addressed via Policy CE1.

Proposal CE3: Economy

A business directory of Langham-based businesses is produced (and is widely circulated and updated on a regular basis) for the purpose of enhancing awareness and encouraging, where appropriate, wider use of village-based businesses by the village community. This to be available both on the website and paper-based.

Community Action CE3: Economy

The viability of a Business Hub should be investigated – this would provide possible centralisation of expensive business resources but also a communal place for social and business exchange for home-workers.

CE4 Health and Well-being

Background

1. Langham is classified as an 'elderly community', which can mean that there is an increased need for GP and pharmacy services but a reduced ability to travel and access them.
2. The development of Oakham North has put additional pressure on the Oakham Medical Practice.
3. Significant numbers of residents now use Somerby, Market Overton and Empingham surgeries as well as Oakham.

Objective CE4: Health and Well-being

To improve access to health care services, especially for the young, the frail and physically disadvantaged.

Proposal CE4: Health and Well-being

The Plan supports any action by RCC to improve the provision of, and access to, the services of the Medical Practice in Oakham, with particular reference to:

- better transport options.
- an increase in doctor and nurse availability.
- the introduction of a mobile GP to visit the frail & infirm in more rural locations.

Community Action CE4: Health and Well-being

The community could establish a Health-Watch scheme similar to Neighbourhood Watch, to ensure that the less able members of the community are cared for.

CE5 Crime and Security

Background

1. Langham benefits from low levels of crime and a good police support.
2. Neighbourhood Watch is active in some, but not all, parts of the village.
3. A regular police-supported marking scheme for valuables is available.
4. The Parish Council and the local police work collaboratively to ensure petty crime is dealt with swiftly.
5. Crime sprees or threats are well reported in the *Langham News* and on the village website.

Objective CE5: Crime and Security

To ensure the community is best prepared to minimise and withstand the impact of crime.

Proposal CE5: Crime and Security

The breadth and penetration of the Neighbourhood Watch scheme is enhanced.

CE6 Communications (Ref SD2)

Background

1. Langham is well catered for with newsletters and notice boards and a website keeping the village informed.
2. *Langham News* is a key source of information. Whilst distribution to the village residents is very good, those living in more isolated parts of the parish tend not to receive a copy, although spares are always kept in the church.
3. The village website, *Langham in Rutland*, has 70,000 hits per week and is widely used within and outside the parish.
4. *Langham Lookout* is an e-mail based communication network to alert residents to urgent planning issues.
5. Notice boards are, and have always been, an important source of information – their upkeep and maintenance being key to their effectiveness.
6. 92% of those answering the October 2014 Survey stated that they were fairly or very satisfied with how well informed they were.



Figure 9.3 (above): Some of the communication methods keeping Langham residents well informed.

Issues and options

7. There were some suggestions that *Langham News* could introduce more modern elements for younger people. It is delivered through most doors and spare copies are always available in the Church.
8. The village website is valued by many with an overwhelming 81% of respondents expressing how useful it is.
9. Whilst people felt the notice boards did a great job, there was a strong view that they need some tidying up and some maintenance attention.
10. Most respondents said they spot the posters as they go for a walk – there is an acknowledgement though that not everyone can go for a walk.
11. Generally the comments say *Langham Lookout* does a good job informing people about urgent planning issues affecting the parish; however a number commented that they did not know anything about it.

Objective CE6 Communication

To ensure that the network of communication methods and mechanisms leaves the community feeling well informed and included.

There are no policies here as the parish is satisfied with community communication.

10. DESIGN

10. Design

(This section refers to Figure 1.1 on p.1 – ‘Map of Langham Key Boundaries, Sites, Buildings, Spaces and Frontages’)

Objective D: Design

To provide a checklist for all planning decisions that will ensure that future growth of Langham is sustainable and perpetuates the parish’s distinctive character.

1. This section is based on Langham’s Village Design Statement 2002 that has, for 13 years, informed planning decisions for Langham through a number of ‘guidelines’. These guidelines have now been turned into policies which will not only inform, but will guide planning decisions to 2036.
2. Here, many of the previous sections of the Plan are brought together under the umbrella of ‘Design’.

D1 Character of Landscape

D1a: Green Spaces

3. Both section 4 of this Plan (Housing and Renewal) and Section 7 (Natural Environment) deal with the importance to the character of Langham of open green spaces.
4. The strong pattern of hedgerows and small fields surrounding Langham emphasises its compact shape and clearly defined village boundary. It has many small green spaces, both public and private and these should be retained; several areas have been listed as ‘Areas of Important Open Spaces and Frontages’ in the Rutland Core Strategy 2011 and SAPDPD. In addition there are several small greens that are characteristic of the village and make an important visible contribution. These include:

- A small grassed triangle at the junction of Manor Lane and Melton Road.
- A grassed triangle at the junction of Burley Road and Ashwell Road.
- The Gun Green, with water pump, at the junction of Well Street and Melton Road.
- A small green at the square by the Church Street/ Bridge Street crossroads, although much of this was taken over for car parking in the 1960s

5. Other green spaces that make an important contribution to the character of the village, which are visible from the road, include:

- The grounds of Langham C.E. Primary School.
- The churchyards of the Parish Church of St Peter and St Paul, and the Baptist Church.
- Munday’s Close, which is a large open site of just under 6 acres on the eastern edge of the village, incorporating a wildlife and woodlands area, parish burial ground, allotments and playing field.
- Penman’s Field to the west of Melton Road.
- The area of land which lies between 54 Melton Road and Ranksborough Drive, The Pastures on Cold Overton Road and The Paddock on Melton Road.
- The Wild Life Corridor at the south of Ruddle Way extending to Oakham Road.
- The green area in Squires Close.
- The grassed frontages on Bridge Street, The Range, Grange Close, Sharrads Way and Harewood Close.
- The grass verges and banks throughout the village.
- Distinctive gardens (See p. 70).

Policy D1a – Green Spaces

- i. This Plan supports the planned limits of development (PLD) for Langham in RCC’s SAPDPD Policy SP5.
- ii. The small greens and open spaces identified in this Plan should be safeguarded, wherever possible.
- iii. This Plan recognizes that the required increase in number of homes over the next 20 years cannot all be accommodated within the Planned Limits of Development (PLD) if important open Green Spaces are also to be retained. So the Plan supports Windfall Sites and sites LNP01, 02 and 03 within the PLD as well as carefully planned small developments on the edges of the PLD (LNP04, 06 and 14) in accordance with the Housing & Renewal section HR3, and Policies HR3a and HR3b.

D1b: Views

6. The Parish Church with its churchyard is a prominent feature in the centre of the village. Its spire can be seen from all approaches to the village. The views of Langham and the church on the A606 approach from Oakham were recorded at a Planning Appeal as visually significant and should be protected. Other visually important views are:

- View 1: The village and church from Manor Lane across the paddocks at the rear of 48 and 50 Well Street.*
- View 2: The Bowling Green from Manor Lane, tucked behind a wicket gate, with the church beyond.*
- View 3: The Church Street Bridge to the Well Street Bridge, which incorporates the brook and its banks, with the church and old houses flanking Well Street.*
- Views 4a-c: The various panoramas out from the village including [a] Ranksborough Hill, [b] Mill Hill and [c] Loudall Lane (the ridge).

All views shown on Figure 1.1 on p. 1.

Policy D1b: Views

The village views identified in this Plan should be safeguarded, wherever possible, and not obscured by further building.

(Below) Figure 10.1: View along Well Street

(Top Right) Figure 10.2: Bridge on Bridge Street

(Right) Figure 10.3: Bridge on Church Street

D1c: The Brook and Bridges

7. One of the principal landscape features of the Parish is Langham Brook which provides attractive views of many locations in the village and is crossed by 6 road bridges and 2 footbridges.

8. The brook is discussed in detail in Section 7, Natural Environment, of this Plan.



Proposal D1: The Brook and Bridges

- i. The Brook, including its paths and banks, should be retained in its natural state to protect its visual importance and wildlife habitat.
- ii. The bridge on Church Street should be retained in its present form and scale.
- iii. Other bridges in the village should be refurbished to a visually attractive standard in keeping with the village character, as opportunities arise.

D2 Settlement of Pattern and Character

1. Langham is a compact village of about 650 households. The village layout is an elongated grid shape extended from its original centre and is less than 2 miles in distance from end to end. The Core Strategy designates Langham as a Small Service Centre with its primary school serving several villages.
2. The village centres on the Village Hall and the Parish Church, which are located together in the middle of Church Street. The school and the two public houses (Noel Arms and Wheatsheaf) are at the A606/Burley Road junction. These services are within walking distance for most of the villagers and all play a vital role in village and parish life. Approximately 10% of the population of the Parish live outside the village on outlying farms, smallholdings or businesses.

D2a: Areas of Housing

3. The four main areas of housing in the village are described in Section 4, Housing and Renewal, with an accompanying map. (See p. 17)
4. The village doubled in size between the mid-1950s and the present. After the 1950s, housing was of small developments, mostly executive, but there were two sites of Local Authority housing for the elderly. Harewood Close has some two-bedroom houses in response to a village shortage of smaller, affordable homes, as has the

development (The Spires) on the former Ruddles Brewery site. This mixture of housing types is also seen in older parts of the village e.g. terraces on Briggins Walk. It is required for the future development of the village to provide an appropriate variety of housing to meet social needs. A feature of housing developments until recently has been the use of wide verges or front gardens, which have integrated the developments into the village style. Examples are Lowther Close, Fairfield Close, Orchard Road and Squires Close.

5. From the 1960s infilling with houses occupied most of the open spaces in Langham. With the loss of agricultural holdings and later the brewery, the village changed rapidly in the mid-1990s to house a mainly commuting population. The large former brewery site (Ruddle Way) adds approximately one ninth to the housing stock.

Policy D2: Areas of Housing

A mixture of size, type and scale of housing, with a proportion of homes specifically designed to meet the needs of the over-55s and new families seeking starter homes and affordable housing, with some rental options, should be reflected in new development.

D2b: Character of Streets

6. The meandering Brook or efficient use of space dictates many of the twists and turns of Langham's streets, such as grass-tracked Westons Lane, angled Lowther Close and the V-junction of Well and Church Streets. There are narrow lanes with no pedestrian paths, either hedged (Manor Lane) or edged with stone walls (New Road). In contrast there are some streets with wide grass verges. Stone sets are used to edge the hard-surfaced paths in the centre of the village and are the preferred edging material, if budgets allow.

Proposal D2a: Character of Streets

- i. Grass verges should be maintained to their original width (unless their narrowness causes a safety issue). The varied verge and path widths should be retained and used as style examples in new developments.
- ii. Where hard edging is necessary, stone sets should be used, wherever possible, in keeping with the village style.

D2c: Trees

7. Langham's streets also benefit from some mature trees, fine specimen and native varieties, often in private gardens, some with preservation orders. They, with hedges, bring seasonal variety and support wildlife. The Parish Council encourages native tree planting of species common to the area and of local stock if possible. The loss of mature trees has a very undesirable effect on the village landscape and on wildlife habitats.
8. Just outside the village building line is Ranksborough Hall, with a farm, residential units and caravan park in a beautiful parkland area with many mature trees. This area is rich in wildlife, including protected species of plants and animals.

Proposal D2b: Trees

- i. Ideally the removal of mature trees should only be as a last resort and then with appropriate replacement planting.
- ii. The Ranksborough Hall Park is an important area for trees and wildlife and this aspect should be safeguarded, wherever possible.

D3 Parish Architecture

1. Langham is a village of diversity in architectural style, but the essential nature of the village is defined by the buildings and structures along Church Street, Well Street and Burley Road (See street map in SD13) reflecting the origins of the village as a settlement which followed the line of the Brook.
2. The village contains 40 listed buildings with the major visual impacts being the Parish Church of St Peter and St Paul, the Manor House, the Old Hall and Langham House. (See Figure 7.4)
3. The large mediaeval church, principally of the late 13th-mid 14th century, is mostly ashlar faced and is set within a spacious churchyard with a random rubble sandstone wall for its boundaries. It offers an open view from many parts of the village, provides a valuable open space at the centre of the village and is the feature most valued by the residents.

4. On Church Street there are 3 large listed buildings. The Manor House dates from the early 17th century and is of a coursed rubble construction with a Collyweston roof. The Old Hall, with its earliest construction dating from 1665, is ironstone rubble coursed and squared with sandstone dressing and stone tiled roof. This was extensively added to in 1925-1930, including its imposing gatehouse.

Figure 10.4: The Gatehouse at Old Hall, Church Street



Post 16th Century

5. Brookside Cottage on the north side of Burley Road dating from the late 16th century is a coursed rubble house of modest proportions and scale under a thatched roof. Most of the other listed dwellings dating from the 17th, 18th and 19th centuries, are two storey flat-fronted and constructed mostly of local coursed ironstone rubble with thatch or slate roofs. Good examples of surviving thatched roofs are to be found at No.1 Westons Lane, and on Burley Road at Langham Cottage and the old Rutland Vintners. They have proportionate small-paned casement windows under timber lintels with upper storey windows close to the roofline or else dormers. Chimneys are on the gable ends, usually topped with brick and with yellow clay chimney pots. Other examples of interesting buildings are Cotton Cottage and the Old Vicarage (both on Church Street), and the terraced cottages at the west end of Well Street.
6. The development of the village has taken place gradually over a considerable period. This is reflected in the diverse architectural styles and in particular, the listed buildings that are distributed throughout the village.

NB: See list on p.74 and Figure 1.1 on p.1



Figure 10.5: The Old Forge, Well Street

7. Langham House dates from the 18th century and is constructed of coursed square rubble with cornerstones (quoins) and a stone tiled roof. It has links with the Earl of Gainsborough, was once a hunting lodge and then a nursing home and has now been sympathetically converted into separate dwellings, retaining a fine segmental headed traceried window in the side elevation.

Post 1750 Development

8. Later buildings were created in a simple style, predominantly of red brick under slate roofs. The Limes on Burley Road is a particularly fine example of this type along with the Village Hall and the cottages in Briggins Walk.
9. Some houses were constructed in Flemish bond with the decorative effect of alternate blue and red bricks such as the cottage on the corner of Church Street/Bridge Street and another opposite the Noel Arms.



Figure 10.6: Flemish Bond at 22 Church Street

More Recent Developments

10. Beyond the central area the village has grown rapidly in the 20th century and buildings here represent a variety of styles and materials of construction, sharing only (in the main) the simple lines, modest scale and small groupings of the older parts of the village. Here, brick predominates and there are several modern small terraces, such as those on Melton Road, semi-detached properties on Lowther Close, as well as bungalows and detached houses.
11. Despite this somewhat random mixture of styles there are examples of sympathetic development in keeping with the history and character of Langham. The open plan frontages of Sharrads Way, Harewood Close, Grange Close and The Range have continued the style of broad street vistas. These create a welcome feature, especially at road junctions, and should be retained. The small modern terrace on Harewood Close reflects the simple lines and sense of enclosed space of nearby older building groups and incorporates a feature stone wall similar to the wall stretching along the opposite side of Burley Road.
12. There is much to commend the development of the former Ruddles Brewery site to housing, including the use of red brick with replica slate roofs and the proportionate scale of windows and doors. However, the height and size of the buildings are not sympathetic with the surroundings and future development should place more emphasis on scale. In some of the houses the garage entrance dominates the front elevation, giving it a harsh tone. The stone wall frontage is another example of inappropriate scale and style.
13. Some recent housing developments on infill sites have featured large houses on small plots with decorative features more suited to an urban environment. Similar developments in future should be designed to reflect the simplicity and rustic style of the characteristic central area, with particular emphasis on design sympathetic to the surroundings, appropriate scale which blends with the environs and preservation of existing village features such as walls, grass verges, hedges and mature trees.



Figure 10.7 (above): Ruddle Way



Figure 10.8 (above): Grange Close

Commercial Properties

14. Langham has two public houses, the Noel Arms and the Wheatsheaf, the latter being grade II listed, a cluster of small business units at the top of Mickley Lane, a small engineering works located near the A606, and several active stables and farm properties scattered around the perimeter lanes. This creates an eclectic mixture of housing, pubs, school, church, chapel and small businesses, which gives the village vitality and popular appeal. These business premises are largely housed in the traditional buildings that represent the character and history of the village and are thus integral to village life. Such businesses should be encouraged. There are a number of old farm buildings that, if surplus to requirements, could be converted to allow more options for developing the local economy without reducing the village character.

Policy D3a: Buildings

- i. This Plan supports the Listed Building policies in RCC's SAPDPD.
- ii. Within the central area around Burley Road, Church Street and Well Street, buildings should reflect the local construction of stone or brick and the style of the traditional buildings in this area.
- iii. New buildings, renovations and change of use alterations should reflect the character of their location in materials and form, and should be sympathetic in scale.
- iv. Intended buildings should be appropriately sized for their plots, allowing for gardens in proportion and suitable separation from adjacent properties in order to prevent over-development.
- v. Architectural features in new developments should reflect the character of existing buildings in the locality.
- vi. Change of use of redundant farm buildings to commercial use should be encouraged.
- vii. New buildings should be up to two storeys and of a modest height, with a very few three-storey homes on the outer reaches of development.
- viii. Features such as decorated porches and ornate bargeboards should be avoided.

D3b: Layout

15. Many of the houses in Langham have a grassed frontage, which creates openness to the streets. Where buildings have been converted into dwellings it has created an angular configuration rather than every frontage facing the street. This can be seen on Church Street between the Village Hall and the junction with Bridge Street. These types of layout create interest in street scenes and provide alternatives to front garage elevations.

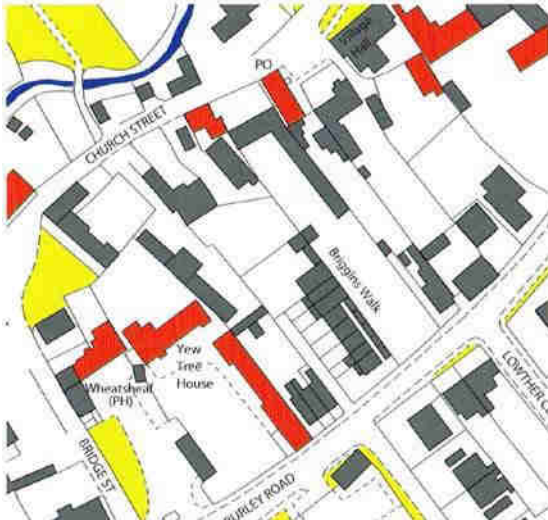


Figure 10.9 (above): Building layout



Figure 10.10 (above): Grass verges on Well Street

Policy D3b: Layout

- i. Where possible, houses and garages / outbuildings should be grouped around small, enclosed spaces.
- ii. Garages and conservatories should not dominate the front elevation.
- iii. Features characteristic of the village, such as walls, grass verges, low banks and mature trees should be safeguarded, wherever possible, and reflected in new developments.

D3c: Boundaries

16. A particular feature of Langham is its boundary walls. The north side of Burley Road has a fine stretch of old wall, mostly of stone, which is almost continuous from Ashwell Road to the junction with Melton Road. Its height varies — up to 2m. of ironstone rubble construction topped with semi-circular brick copings. Sections in the middle switch to brick — with the same protective top and then back to ironstone near the Wheatshaf car park. This latter section has been sympathetically modified to include a new entrance to the Yew Tree House barn and any future alterations or additions should similarly retain the style and materials of this fine asset. The Parish Church boundary wall is another important example of an old stone wall essential to the character of the village, as is the stone wall around Cotton Cottage, at the west end of Church Street.

17. There are equally important examples of red brick walls, such as the lateral boundary walls in Briggins Walk, and two sections of ancient mud walls incorporated into outbuildings on Melton Road (near the junction with Cold Overton Road) and the north end of Manor Lane. Fence frontages are unusual in the older central part and most dwellings facing the street look out on to low walls, hedges or small gardens that add to the texture of the environment. There is some ranch style fencing that is out of keeping with the rest of the street facings and its use should be avoided.

Policy D3c: Boundaries

- i. The many existing fine stone and brick walls should be safeguarded and reflected in new developments.
- ii. Frontages to new developments, including gardens, should be in keeping with existing development and should reflect the character of the area.
- iii. New walls should reflect the materials, type of construction and proportions of nearby walls, and the use of fences should be avoided.
- iv. Any mud buildings or boundary walls should be retained.

D3d: Roofs and Chimneys

18. There is a uniformity of roofline within Langham with subtle variations and prominent chimneys to draw the eye and add interest. Grey slate, Westmoreland slate and Collyweston slate are typical materials in use throughout the village and should be used for further development. Modern replica materials may be used where supply of natural materials is a problem but consideration should be given to close matching of colour and texture and potential weathering effects.

19. Chimneys are mostly red brick or limestone clad with red or yellow clay pots. Most properties within the village feature chimneys and this provides interest especially where there are terraces or houses in close proximity.

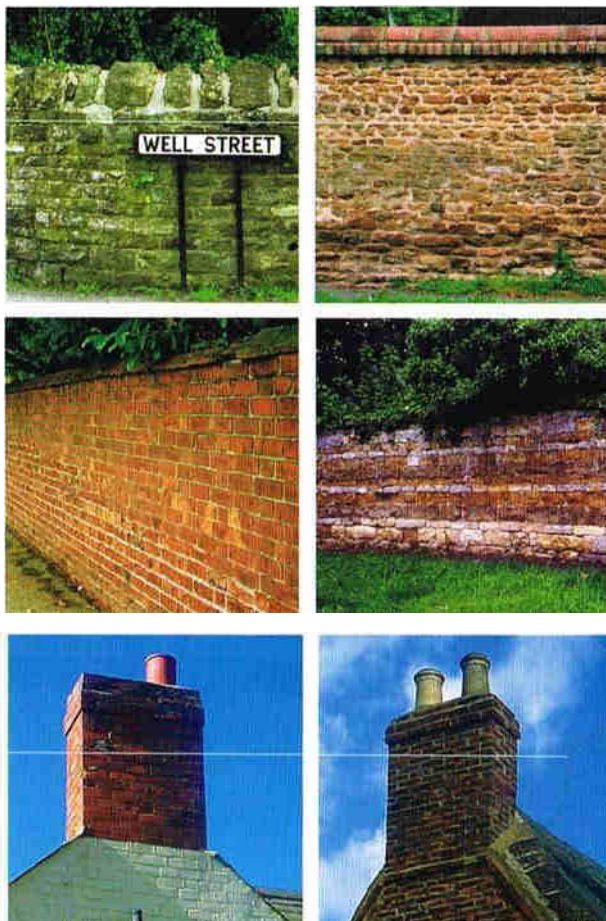


Figure 10.11 (above): Typical Chimneys and Brickwork

Policy D3d: Roofs and Chimneys

- i. The roofline of groups of new buildings should reflect that of nearby buildings. Small variations in height and the inclusion of chimneys should be encouraged to provide interest.
- ii. Roofs should be constructed of natural materials or sympathetic replica materials in keeping with the location.

D3e: Windows and Doors

20. There is no predominant window style within the village. The majority are of timber, with only the Parish Church, the Manor House and the Old Hall having stone mullions with leaded lights. Large buildings such as The Limes and the Old Vicarage have sash windows at the front with panes in 4x4 or 3x4 patterns some of which may date from the 18th century. Smaller pre-20th century properties have simple wooden windows whose sizes are proportioned to the scale of the building.

21. With a few notable exceptions, windows are painted, especially where building styles are uniform and where a developer has featured a particular style within an area. There should be a harmony of paint colour.

22. Doorways to front elevations have more uniformity and older buildings have panelled wood doors, either stained or painted, often with two glazed panels in the upper half. On older properties door furniture is often plain but prominent.



Figure 10.12: Examples of Window types

Policy D3e: Windows and Doors

- i. Windows and doors to visible elevations should preferably be constructed of wood in proportion to the building and its neighbouring structures.
- ii. Window styles typical of an area should be maintained.
- iii. Where replacement windows or doors are incorporated they should maintain the style and proportion of the original.

D3f: Gardens

23. The spaces between buildings in the central area are characterised by large gardens such as those of the Old Hall, the Manor House and The Limes that complement other green spaces such as the Parish Churchyard and Baptist Church grounds. These distinctive gardens are well planted with mature trees and add much to the natural and secluded atmosphere of the centre of the village. It is important that these planted spaces are safeguarded.



Figure 10.13: Cottage 46 at Church Street

Policy D3f: Gardens

The contribution to the character of Langham made by the gardens surrounding the Manor House, the Old Hall and The Limes should be safeguarded, wherever possible, as important features of the village.

D3g: Driveways

24. Many driveways are laid in buff shingle or gravel, after the more ancient examples of the Manor House, Old Hall and Westons Lane, which gives a softer, more natural tone than hard paving. Whilst there may be issues of carry over of pebbles on to roads these should not deter sensible design solutions that continue to allow uniform stone gravel to be a feature of house frontages.

Policy D3g: Driveways

The use of traditional materials such as gravel for driveways should be encouraged, subject to Highways' requirements.

D3h: Building Materials

25. The principal building materials are ironstone and red or buff coloured brick. Some older buildings such as the Old Post Office and The Wheatsheaf are rendered but these are the exception and mostly the buildings are of brick and stone. Cotton Cottage is an example of the harmonious mixture of materials typical of several other buildings in the village. Here the ironstone coursed rubble walls are laid in alternating large and small courses with angled limestone quoins. The fine gable and axial stacks are of moulded limestone and the roof is part thatched and part grey slate.
26. Some buildings are a mixture of materials that can sometimes indicate their history. For example the 18th century Old Vicarage is primarily a coursed ironstone rubble building with a wing that has a second storey of red brick. Ivey House on Bridge Street may have been formerly two dwellings and is a mixture of rubble and brick, with a Welsh slate roof.
27. The conversion of 19th century stables into a dwelling at Yew Tree House on Burley Road has achieved an attractive blend of texture and tone by respecting historical references to the neighbouring properties. The new entrance to this property has retained the ironstone wall with rounded red brick copings and brick piers and is a good example of diverse materials being successfully incorporated into a modern alteration that respects its surroundings.

28. 20th century developments such as the Sharrads Way/ Harewood Close area, The Range, Orchard Road and Lowther Close have used buff coloured brick that fits well with local ironstone and should be accurately matched in any subsequent extensions.

Policy D3h: Building Materials

- i. Building materials should be sympathetic to existing buildings in the locality.
- ii. Extensions and new developments within the village should use materials that reflect those already in the vicinity, in colour, tone and texture.



Figure 10.14a: Cotton Cottage at 2 Church Street



Figure 10.14b: Yew Tree House entrance on Burley Rd



Figure 10.14c: Front of Old Vicarage at 65 Church Street



Figure 10.14d: Side of Old Vicarage at 65

D4 Highways and Traffic

Traffic issues are discussed in detail in section 5 of this Plan, 'Public Safety and Services'.

Major Roads

1. Langham has only one major road — the A606 — that cuts a zigzag through the village dividing it into two unequal parts, with the main centre located on its eastern side. The A606 connects Melton Mowbray and Nottingham with Oakham, Stamford and the A1; a large proportion of the vehicles using this road is through traffic (95% in latest survey). The only other principal through routes are the roads to Burley (east) and Cold Overton (west). Although both are 'C' class, the Burley Road is the designated emergency alternative route for Oakham and serves the only regular bus route through the village connecting Stamford and Nottingham.

Minor Roads

2. In keeping with the characteristics of the village, nearly all the other roads are attractive narrow lanes, most without pavements, the main exceptions being access roads to the more recent housing developments. Nearly all have tarmac surfaces. The Ashwell Road is a valued and popular walking route for villagers as it offers particularly picturesque views of the whole Parish of Langham, including its surrounding fields.

Traffic Concerns

3. The main problems are on Burley Road, which has seen a substantial increase in traffic in recent years, and on the sharp bends of the A606. This means that the Burley Road junction with the A606 is extremely hazardous and is made more so by the presence of the local school, parked cars, a public telephone kiosk, two public houses and two bus stops. The problem is further compounded by the housing development on Ruddle Way because its only access is directly on to the Burley Road and a short distance from the junction with the A606.

4. Many villagers, especially children, use the Burley Road to reach Munday's Close on the eastern edge of the village. Although there is a 30-mph speed limit through Langham, this is often exceeded, especially along the Burley Road and Cold Overton Road.

5. The completion of a Langham by-pass will undoubtedly relieve the traffic problems on Burley Road by offering a better, quicker route around Oakham and Langham. Nevertheless, in a survey conducted by the Langham Neighbourhood Plan Group in October 2014, Langham residents said that their greatest concern (by far) is the adverse effect on the village of the increasing volume of traffic. This important finding is reflected in the fact that walking in the village is a significant leisure activity. The situation could be markedly improved by traffic calming measures, especially on the Cold Overton Road and Burley Road.

Proposal D4a: Traffic and Signage.

- i. Traffic calming measures should be in sympathy with the village character, where possible.
- ii. Urbanisation of the village's roads should be discouraged (except where safety becomes an issue); examples include proliferation of road signs, creation of one way streets and construction of pavements on narrow lanes.

D4b: Lighting

6. Street lighting is the sodium (yellow) type; many lamps are sited on telegraph poles, others are on concrete or steel posts, especially on the newer developments. The latter designs are more obtrusive although unavoidable in certain locations.

Proposal D4b: Lighting

Wherever possible, street lighting supports should reflect the village character.

D4c: Street Furniture

7. The telephone kiosks are in the modern style with clear plastic panels, whereas the post boxes are small and in an attractive traditional design.

8. Some litter bins around the village are in green plastic and look singularly unattractive and out-of-place. More traditional designs, in metal, are a great improvement. Village street signs and the finger post in black on white are attractive and proportionate. A village information board located on the green at the junction of Well and Church Streets is mounted in a hardwood frame, and is well designed and in keeping with its surroundings.



Figure 10.15: Finger post at Burley Road and Ashwell Road

Proposal D4c: Street Furniture

- i. Street furniture should be in keeping with the look of the village and in sympathy with existing furniture.
- ii. The litter bins should all be of more traditional construction, for example in metal.
- iii. The absence of major advertising boards should be maintained and any business signs should be discreet, of modest size and in keeping with the village surroundings.
- iv. The finger post should be retained.

D5 Footpaths

1. The village is fortunate in having a number of footpaths providing access both within the village boundary and radiating out into the surrounding countryside, including the Rutland Round - this is discussed in detail in section 6 of this Plan, Natural Environment. The National Cycle Network passes through the village.
2. In the main, these footpaths are ancient routes, having developed over time to facilitate movement through the village and out to neighbouring settlements.
3. Our legacy is a logical and inherently useful set of paths cutting between the roadways and encouraging walking through our village by improving both access and the environment.
4. The appearance and character of a footpath is affected greatly by the choice of boundary planting and/or fencing. Native hedging is in keeping with the rural nature of the village.
5. Close-board fencing or Leylandii hedging is increasingly used but gives a more urban feel.
6. The character of the path is also affected by the surface. Footpaths within the village boundary are mainly grassed, sometimes improved with gravel, but generally not over improved. In only two cases are they metalled.
7. The provision and use of footpaths seen in traditional village design should be mirrored by their use in all new building developments within Langham. Footpaths connecting new residential areas both with each other and with the village centre and amenities help to create a sense of integration and cohesion, as well as increasing the sense of community and security for the residents.



Figure 10.16: Footpath – Well Street to Manor Lane

Proposal D5: Footpaths

- i. The position and character of all existing footpaths should be safeguarded.
- ii. Future developments should include pathways linking them to the rest of the village.
- iii. The use of post and rail fencing should be encouraged as an alternative to close boarded fencing.

Listed Buildings and Structures

Grade I - Church of St. Peter and St. Paul

Grade II* - Old Hall - Church Street

Grade II

1. Bridge Street, No.11
2. Bridge Street, No.13
3. Brookside Cottage - Burley Road
4. Church Street, No.46
5. Church Street, No.45
(Gatehouse to Old Hall)
6. Church Street, No.53
(Gatehouse to Old Hall)
7. Church Street, No. 31
8. Church Street, No. 35
9. Church Street, No. 41
10. Church Street, No.22
11. Church Street, No. 24
12. Cotton Cottage - Church Street
13. Gate piers and flanking walls,
Manor Farmhouse, Church St.
14. Grange Cottage - Burley Road
15. Inner walls and gate piers to Old
Hall - Church Street
16. Ivey House - No.16 Bridge Street
17. Langham Cottage - Burley Road
18. Langham House - Church Street
19. Langham Lodge - Burley Road
20. Manor Barn, Manor Lane
21. Manor House - Church Street
22. Old Vicarage - Church Street
23. Rutland Vintners - Burley Road
24. School Cottage – Burley
Road
25. Old Hall Cottage - Burley
Road
26. Stables at Old Hall - Church Street
27. Stables at Yew Tree House - Burley
Road
28. Summer house in the gardens of
Old Hall - Church Street
29. The Grange - Burley Road
30. The Limes - Burley Road
31. The Wheatsheaf - Burley Road
32. Village Stone Cross, The
Churchyard, Church Street
(Listed by Historic England as
'Base and Broken Shaft of Village
Cross')
33. Wall, gate piers and gates to
Old Hall grounds, Church
Street
34. Well Street, No.34
35. Well Street, No.50
36. Well Street, No. 22
37. Well Street, No. 24
38. Yew Tree House - Burley Road

11. SUMMARY OF POLICIES

11. Summary of Policies

Policy HR1a Demographics & Housing – Number of Houses

In line with RCC policy and to enable the delivery of an overall moderate growth strategy for Langham, this Plan supports the planned development of 28 new houses to the year 2036. In addition, it anticipates that a further 30 new houses will be built that arise through the unplanned, windfall, route. This will result in 58 new houses to 2036.

Policy HR1b Demographics & Housing - Demographic Provision

This Plan supports that, of the 28 planned new houses, a proportion is designed specifically:

- To meet the needs of the over-55s
- To meet the needs of new families, those seeking a starter home, and those looking for affordable housing
- To allow for both buying and renting options

Policy HR1c Demographics & Housing – Gypsy/Traveller Sites

The Plan supports the RCC Gypsy & Traveller Accommodation Assessment 2016 which states that there is the likelihood of a small extra windfall need arising over the medium to long term but this need will not necessarily be met in Langham.

Policy HR2a Important Green Spaces – Preservation of Green Separation Zone

In line with RCC's Review of Important Open Spaces 2012 and the Landscape Character Assessment, this Plan will enforce a Green Separation Zone between the southern Planned Limit of Development and the southern Parish Boundary to preserve the rural setting of the parish (see *Figure 4.4*).

Policy HR2b Important Green Spaces – Preservation of the Important Open Spaces

In accordance with SAPDPD Policy SP21 Important Open Spaces & Frontages and the Landscape Character Assessment no further development that can be seen to have an adverse impact will be permitted on protected Green Space within the Planned Limits of Development beyond that proposed in this Plan and acknowledged in its policies

Policy HR2c Important Green Spaces – Preservation of Housing Densities

Any planning application for new housing must include a clear demonstration that the ratio of green space (including garden and communal grassed areas) to brick & gravel is consistent with that of the immediate surrounding area.

Any larger developments of ten or more houses must reflect a density of no more than 30 dwellings per hectare and provide shared green space for communal gathering and activities.

Policy HR3a Land Allocation – Windfall

Windfall sites within the Planned Limits of Development are expected to meet a maximum of 30 new houses to 2036.

Policy HR3b Land Allocation – Secondary

In addition to the sites in HR3a, this Plan supports the development of 28 new houses to 2036. These new homes are to be carefully planned, their layout density to be in line with HR4a, and their location to be on one or more of the following sites, and in this order of priority:

- LNP01-03 which are within the PLD
- LNP04 which is a small site on the western edge of the PLD, bordered on two sides by houses and on one side by the A606.
- Following RCC's recent Call for Sites, and in accordance with the principles of the National Planning Policy Framework any identified brownfield site, not of high environmental value, on the edge of the PLD (east, west or north only) that meets the criteria of the RCC Planning Policy.
- LNP06 and LNP14 only to be considered if the requirement for the 28 'planned for' houses has not been met by the above.

Continued...

- This Plan further supports the development of site LNP17 for small business units alongside the existing units.

All such developments must meet the criteria of all policies of this Plan and must undergo the Sequential Test for Flooding.

Policy HR4a Housing Design & Layout – Multiple New Housing

Where more than three houses are built the Planning Application must reflect the following:

- **Grouping** of houses to form a sense of community where a shared green space allows for play or rest. The preferred groupings are crescent, cul-de-sac and clusters.
- **A mixture** of housing sizes and designs, in line with the existing mix in Langham today, and to support the future demographic requirements of a growing elderly population with a need to attract first time buyers/young families.
- **The housing densities** on the proposed potential development sites will not exceed 30 houses per hectare.
- **Design** must take into account all of the criteria as laid out in the Design section (10) of this Plan which addresses:
 - House style and size
 - Street character
 - Materials
 - Green Spaces
 - Street Scene
 - Change of use
- **Energy efficient** and environmentally friendly materials and design are included.

Policy HR4b Housing Design & Layout – Single New Houses and Extensions

New single houses and extensions to existing homes must

- Reflect the building density of their locality
- Comply with the design criteria in Policy HR4a and in Section 10, Design, of this Plan.

Policy PSS5: Public Services – Essential Utilities Provision

This Plan stresses the importance that, before planning permission is granted for any new development of over 10 units, and if specified in government guidance, the following checks are carried out and addressed:

- Flood Risk assessment using the Sequential Test for flooding.
- The use of Sustainable Drainage Systems (SUDS) where appropriate, to manage the quality of groundwater soakaway.

Policy CH1: Village Conservation Status

Development in the Conservation Area will only be acceptable where the scale, form, siting and design of the development, as well as the materials proposed, would preserve or enhance the character or appearance of the area – as detailed in section 10, Design, of this Plan.

Policy CH2: Sites of Historical Importance

This Plan supports that areas for development are assessed for historical importance before planning permission is granted, in particular listed buildings and scheduled ancient monuments. Reference should be made to historical data from section 10, Design, of this Plan and to Langham Village History Group.

Policies D1: Character of the Landscape

Policies D1a: Green Spaces

- i. The Plan supports the planned limits of development (PLD) for Langham in RCC's SAPDPD Policy SP5.
- ii. The small greens and open spaces identified in the Plan should be safeguarded, wherever possible.
- iii. This Plan recognizes that the required increase in number of homes over the next 20 years cannot all be accommodated within the existing Planned Limits of Development (PLD) if important open Green Spaces are also to be retained. So the Plan supports Windfall Sites and sites LNP01, 02 and 03 within the PLD as well as carefully planned small developments on the edges of the PLD (LNP04, 06 and 14) in accordance with the Housing and Renewal section HR3, and in Policies HR3a and HR3b.

Policy D1b: Views

- The village views identified in the Plan should be safeguarded, wherever possible, and not obscured by further building.

Policy D2: Settlement Pattern and Character

Policy D2: Areas of Housing

- A mixture of size, type and scale of housing, with a proportion of homes specifically designed to meet the needs of the over-55s and new families seeking starter homes and affordable housing, with some rental options, should be reflected in the new development.

Policies D3: Parish Architecture

Policies D3a: Buildings

- i. The Plan supports the Listed Building policies in RCC's SAPDPD.
- ii. Within the central area around Burley Road, Church Street and Well Street, buildings should reflect the local construction of stone or brick and the style of the traditional buildings in this area.
- iii. New buildings, renovations and change of use alterations should reflect the character of their location in materials and form and be sympathetic in scale.
- iv. Intended buildings should be appropriately sized for their plots, allowing for gardens in proportion and suitable separation from adjacent properties in order to prevent over- development.
- v. Architectural features in new developments should reflect the character of existing buildings in the locality.
- vi. Change of use of redundant farm buildings to commercial use should be encouraged.
- vii. New buildings should be up to two storeys and of a modest height, with a very few three storey homes on the outer reaches of development.
- viii. Features such as decorated porches and ornate bargeboards should be avoided.

Policies D3b: Layout

- i. Where possible, houses and garages/outbuildings should be grouped around small, enclosed spaces.
- ii. Garages and conservatories should not dominate the front elevation.
- iii. Features characteristic of the village, such as walls, grass verges, low banks and mature trees should be safeguarded, wherever possible, and reflected in new developments.

Policies D3c: Boundaries

- i. The many existing fine stone and brick walls should be safeguarded, and reflected in new developments.
- ii. Frontages to new developments including gardens should be in keeping with existing development and should reflect the character of the area.
- iii. New walls should reflect the materials, type of construction and proportions of nearby walls, and the use of fences should be avoided.
- iv. Any mud buildings or boundary walls should be retained.

Policies D3d: Roofs and Chimneys

- i. The roofline of groups of new buildings should reflect that of nearby buildings. Small variations in height and the inclusion of chimneys should be encouraged to provide interest.
- ii. Roofs should be constructed of natural materials or sympathetic replica materials in keeping with the location.

Policies D3e: Windows and Doors

- i. Windows and doors to visible elevations should preferably be constructed of wood in proportion to the building and its neighbouring structures.
- ii. Window styles typical of an area should be maintained.
- iii. Where replacement windows or doors are incorporated they should maintain the style and proportion of the original.

Policy D3f: Gardens

- The contribution to the character of Langham made by the gardens surrounding the Manor House, the Old Hall and The Limes should be safeguarded, wherever possible, as important features of the village.

Policy D3g: Driveways

- The use of traditional materials such as gravel for driveways should be encouraged, subject to Highways' requirements.

Policies D3h: Building Materials

- i. Building materials should be sympathetic to existing buildings in the locality.
- ii. Extensions and new developments within the village should use materials that reflect those already in the vicinity, in colour, tone and texture.

12. MONITORING, EVALUATION & REVIEW

12. Monitoring, Evaluation & Review

The Neighbourhood Plan sets out the long-term spatial vision for Langham Parish with agreed objectives and policies to deliver the vision in the period up to 2036.

As such, this process is essential to ensure ongoing, mutually reinforcing and accountable relationships between all those with responsibility for delivering the Plan.

Effective monitoring is an essential component in achieving sustainable development and safe, sustainable communities. It provides crucial information to establish what is happening now and whether policies are working.

For Langham's Neighbourhood Plan (LNP) the monitoring and review process will ensure two things:

1. The LNP remains, over its 20 year life, aligned with the evolving Planning Documents which are regularly being updated by Rutland County Council
2. The Policies required in this Plan are being delivered in a timely manner

To address the first, it is proposed that the LNP is reviewed against any newly issued RCC Planning Documents – starting in January 2018 and then every two years thereafter.

To address the second, the monitoring and review process will check that appropriate progress has been made against the agreed targets for each of the key policies. This will be done annually in May every year, with a report on progress being made yearly, to the community, at the annual Parish Meeting. If progress is not on target for any policy, then the Parish Council will take action to put it back on track.

With reference to Policy HR3b that looks at the preferred location of housing to 2036, the number of new houses will be regularly counted and progress against target assessed through the formal monitoring process. This will inform the decision whether to use sites LNP06 and LNP14.

It is also recommended that the Parish Council reports on progress against each of this Plan's Proposals at the same annual Parish Meeting.

13. BASIC CONDITIONS STATEMENT

13. Basic Conditions Statement

There is a legal requirement for any Neighbourhood Plan to meet a range of basic conditions.

This statement confirms that the Langham Neighbourhood Plan (LNP), dated 2016, submitted by Langham Parish Council and its supporting Neighbourhood Plan Group, meets those requirements.

Key Requirement	How LNP Meets the Requirement
1. Regard for the National Planning Policy Framework	The Langham Neighbourhood Plan has been prepared with continued and careful reference to the National Planning Policy Framework.
2. Contribution to Achieving Sustainable Development	A sustainability report has been produced. This has resulted in English Heritage seeking a full Strategic Environmental Assessment (SEA) for the three potential development sites that sit outside Langham's Planned Limits of Development and so do not fall under the SEA carried out by Rutland County Council (RCC) for Langham.
3. Conformity with the Strategic Policies of the Local Plan	The Langham Neighbourhood Plan complies with the Strategic Policies of the Rutland Core Strategy and Site Allocations PDAP, with particular regard to its housing growth requirement. The Plan also allows for a future increase in housing numbers should the Rutland Core Strategy be modified within the period of the Neighbourhood Plan.
4. Compatibility with relevant Human Rights and EU Legislation	All proposals and policies in the Langham Neighbourhood Plan are compatible with human rights legislation and all the existing requirements of European Law.
5. Submission by a Qualifying Body	Langham Parish Council confirms it is a 'Qualifying Body' as defined in Neighbourhood Planning Legislation.
6. What is Being Proposed is a Neighbourhood Plan	Langham Parish Council confirms that its submission constitutes a Neighbourhood Plan as defined by the Localism Act.
7. The Period Covered by the Plan	The Langham Neighbourhood Plan covers the period from its adoption by Rutland County Council up to the end of 2036.
8. The Plan's Policies do not Relate to Excluded Development	Langham Parish Council confirms that the policies contained within the Langham Neighbourhood Plan do not relate to excluded development.
9. Plan's Area	Langham Parish Council confirms that the Langham Neighbourhood Plan relates to the whole parish of Langham as defined by the illustration on Page 4 <i>Figure 1.3</i> of the Plan.
10. Other Neighbourhood Plans	Langham Parish Council confirms that there are no other Neighbourhood Plans in place, or proposed, within the boundary of the submitted Langham Neighbourhood Plan.

Summary

It is a legal requirement that Langham Parish Council submit this statement.

It confirms that the submitted Langham Neighbourhood Plan meets the basic conditions required of a neighbourhood plan as defined in current neighbourhood planning legislation.

This statement was approved at a meeting of Langham Parish Council held on February 8th 2016 to accompany the Draft Neighbourhood Plan and Statement of Public Consultation.

Signed:



Peter Duncan, Chairman
On behalf of Langham Parish Council

A copy of all signatories can be found in SD12a, Basic Conditions Statement

LNP 2016 - 2036

APPENDICES

Appendix A: Glossary

Most Commonly Used

NP	Neighbourhood Plan
LNP	Langham Neighbourhood Plan
LPC	Langham Parish Council
PLD	Planned Limits of Development
RCC	Rutland County Council
VDS	Village Design Statement
CS	Core Strategy
CS1, CS2 etc.	Refers to RCC Development Plan Core Strategy Policies Number 1, 2 etc.

Working Groups

HR	Housing & Renewal
EI	Essential Infrastructure
CH	Cultural Heritage
NE	Natural Environment
ED	Education & Development
CE	Community & Economy

General

CIL	Community Infrastructure Levy
DAS	Design and Access Statement
EA	The Environment Agency
FITs	Feed-in Tariffs
GP	General Practitioner
GSZ	Green Separation Zone
HGV	Heavy Goods Vehicle
LCEPS	Langham Church of England Primary School
LEG	Langham Events Group
LRWT	Leicestershire and Rutland Wildlife Trust
LGS	Local Green Space/Important Green Space?
LVH	Langham Village Hall
N&WAC	Nursery & Wrap Around Care
OEP	Oakham Enterprise Park
PFA	Parents and Friends Association
RALSS	Rutland Adult Learning & Skills Service
RHIs	Renewable Heat Incentives
SAPDPD	Site Allocations and Policies Development Plan Document
SEA	Strategic Environmental Assessment
RSFRA	Rutland Strategic Flood Risk Assessment
SPD	Developer Contributions Supplementary Planning Document
SSC	Small Service Centre
TPOs	Tree Preservation Orders
VAR	Voluntary Action Rutland

Appendix B: Literature and Sources of Reference

Localism Act 2011

National Planning Policy Framework

Rutland Local Plan and Core Strategy

RCC Sites Allocation and Policies Development Plan and supporting evidence base

Rutland Landscape Sensitivity and Capacity Study 2010 (and supporting evidence base)

Rutland Strategic Transport Assessment 2010

Developer presentations and submissions

Sustainability Assessment/Strategic Environmental Assessment Screening Report (SA/SEA Screening Report)

Rutland Site Appraisals

Langham Village Design Statement 2002

Department of Communities and Local Government (DCLG)

Design Council

English Heritage

Langham School

Locality

Natural England

Rutland County Council

Langham Village History Group

Langham Parish Council

Appendix C: Associated RCC Policies

The following policies are impacted by the Langham Neighbourhood Plan:

Adopted Core Strategy Policies

Policy CS1 – Sustainable development principles

Policy CS2 – The spatial strategy

Policy CS7 – Delivering socially inclusive communities

Policy CS9 – Provision and distribution of new housing

Policy CS10 – Housing density and mix

Policy CS13 – Employment and economic development

Policy CS19 – Promoting good design

Policy CS22 – The historic and cultural environment

Policy CS23 – Green infrastructure, open space, sport and recreation

Proposed Submission Site Allocations & Policies DPD

Policy SP8 – Affordable Housing

Policy SP14 – Design and amenity

Policy SP19 – The historic environment

Policy SP20 – Important open space and frontages

Policy SP21 – Provision of new open space

Appendix D: References

- ¹ 'Rutland Population Projections, Rutland Pharmaceutical Assessment (PNA), March 2015.
- ² Rutland County Council, 'Rights of Way Improvement Plan (ROWIP)', October 2007. [http://www.rutland.gov.uk/pdf/Rights%20of%20Way%20Improvement%20Plan%20\(Final\).PDF](http://www.rutland.gov.uk/pdf/Rights%20of%20Way%20Improvement%20Plan%20(Final).PDF)
- ³ Entec U.K. Limited (2009). Rutland County Council – Rutland Strategic Flood Risk Assessment.
- ⁴ See Environment Agency Flood Map for Planning <http://maps.environment-agency.gov.uk/wiyby/>.
- ⁵ See RCC Planning Application FUL/2009/0277 and <http://maps.environment-agency.gov.uk/wiyby/>.
- ⁶ See Langham Parish Council Minutes, 26 January 2010, item 10. Langham in Rutland. <http://www.langhaminrutland.org/pcminutes/2010.pdf>.
- ⁷ *Langham News*, issue 170, August 2015, SP NE2(iii).
- ⁸ Rutland County Council Places Directorate, 'Review of Important Open Space and Important Frontages: Langham (East)'. <http://www.rutland.gov.uk/pdf/Langham%20east-%20Appendix%203.pdf>.
- ⁹ <http://www.rutland.gov.uk/pdf/13.10.14%20Site%20Allocations%20and%20policies%20final%20web%20version%20inc%20main%20and%20inset%20maps%20reduced%202.pdf>.
- ¹⁰ Town and Country Planning (Tree Preservation)(England) Regulations, 2012.
- ¹¹ Rutland County Council, *Site Allocations & Policies Development Plan Document* (2014). <http://www.rutland.gov.uk/pdf/8.7.11%20Core%20Strategy%20DPD%20final%20version%20for%20printing.pdf>
- ¹² Rutland County Council, *Site Allocations & Policies Development Plan Document* (2014), pp. 54–55.
- ¹³ Leicestershire and Rutland Wildlife Trust, 'Local Wildlife Sites'. <http://www.lrw.org.uk/what-we-do/local-wildlife-sites/>.
- ¹⁴ Leicestershire and Rutland Wildlife Trust, 'Space for Wildlife: Biodiversity Action Plan 2010–2015'. http://www.lrw.org.uk/media/uploads/miscellaneous/space_for_wildlife_2010-2015_2011_revision_.pdf.
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- ¹⁷ Harington School, 'Our Bid'. <http://www.haringtonschool.com/our-bid/>.
- ¹⁸ 'The Village Today Index'. Langham in Rutland. <http://www.langhaminrutland.org/today-index.htm>.
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Langham Neighbourhood Plan

Decision Statement

published pursuant to Section 38A(9) of the Planning and Compulsory Purchase Act 2004 and Regulation 19 of the Neighbourhood Planning (General) Regulations 2012

1. Summary

- 1.1 This document is the Decision Statement required to be prepared under section 38A(9) of the Planning and Compulsory Purchase Act 2004 (as amended) and Regulation 19 of the Neighbourhood Planning (General Regulations) 2012 (As amended). It sets out the Council's considerations and formal decision in bringing the Langham Neighbourhood Development Plan into legal force.
- 1.2 Following an independent examination and positive referendum, held on 2nd March 2017 Rutland County Council decided to make the Langham Neighbourhood Development Plan under section 38A(4) of the Planning and Compulsory Purchase Act 2004 ('the Act').

2. Background

- 2.1 In October 2013, Langham Parish Council, as the qualifying body, submitted proposals to Rutland County Council to designate the boundary of the Langham Neighbourhood Plan Area.
- 2.2 The plan area designated covers the entire Parish comprising the village of Langham and surrounding agricultural land.
- 2.3 The Neighbourhood Area application was approved by Rutland County Council (the Council) in December 2013 in accordance with the Neighbourhood Planning (General) Regulations (2012). The first draft of the Langham Neighbourhood Plan was publicised and representations were invited. The consultation period closed on 26th October 2015.

- 2.4 A revised Second Draft Plan was subsequently publicised and representations were invited. The consultation period closed in February 2016.
- 2.5 The final draft neighbourhood plan was submitted to Rutland County Council in June 2016. A final 6-week stage of publicity and consultation was undertaken over a 6-week period up to 23rd September 2016 to determine if there are any unresolved objections to the plan.
- 2.6 Rutland County Council, with the agreement of Langham Parish Council, appointed an Independent Examiner, to review whether the Plan met the “Basic Conditions” required by legislation and proceed to referendum.
- 2.7 The Examiner’s report was published in November 2016. This concluded that the plan met the basic conditions, and that subject to the modifications proposed in his report the plan should proceed to a Neighbourhood Planning referendum.
- 2.8 The modifications agreed to the neighbourhood plan made by Rutland County Council under delegated authority are set out in the Langham Neighbourhood Plan Decision Statement published on 13th December 2016.

3. Decision and Reasons

- 3.1 With the Examiner's recommended modifications the Langham Neighbourhood Plan meets the basic conditions set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990, is compatible with EU obligations and the Convention rights and complies with relevant provision made by or under Section 38A and B of the Planning and Compulsory Purchase Act 2004 as amended.
- 3.2 A local referendum was held in Langham on 2nd March 2017 to decide whether the local community were in favour of the LNP. From the votes recorded, 338 out of 372 (91%) of those who voted were in favour of the plan. The turnout of electors was 32%.
- 3.3 Paragraph 38A (4)(a) of the Planning and Compulsory Purchase Act 2004 as amended requires that the County Council must ‘make’ the neighbourhood plan if more than half of those voting have voted in favour of the plan.

- 3.4 Rutland County Council has assessed that the plan, including its preparation, does not breach, and would not otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998).
- 3.5 In accordance with the Regulations, Langham Neighbourhood Development Plan is 'made' and planning applications in the parish must be considered against the Langham Neighbourhood Development Plan, as well as existing planning policy, such as the County Council's Core Strategy Development Plan Document (DPD), the Site Allocations & Policies DPD and the National Planning Policy Framework.

Statement published 10th April 2017.

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CABINET

21 March 2017

TREE MAINTENANCE CONTRACT

Report of the Director for Places (Environment, Planning & Transport)

Strategic Aim:	Sustainable Growth	
Key Decision: Yes	Forward Plan Reference: FP/270117/01	
Exempt Information	No	
Cabinet Member(s) Responsible:	Mr T Mathias, Leader, Portfolio Holder for Finance and Places (Highways, Transport and Market Towns)	
Contact Officer(s):	Dave Brown, Director for Places (Environment, Planning & Transport)	01572 758461 dbrown@rutland.gov.uk
	Neil Tomlinson, Senior Highways Manager	01572 758342 ntomlinson@rutland.gov.uk
Ward Councillors	Not applicable	

DECISION RECOMMENDATIONS

That Cabinet:

1. Approve the proposed evaluation methodology for the tree maintenance contract as set out in Appendix 1.
2. Delegate authority to award the contract in accordance with the evaluation criteria to the Director for Places (Environment, Planning and Transport) in consultation with the Leader and Portfolio Holder for Finance and Places (Highways, Transport and Market Towns).

1 PURPOSE OF THE REPORT

- 1.1 To consider the evaluation methodology for the replacement tree maintenance contract.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 The existing tree maintenance contract commenced in 2010 and is a shared service contract with Charnwood, Melton and Harborough District/Borough Councils. The contract will end on 9th October 2017.
- 2.2 New arrangements are required to for this service. There are no significant changes proposed to the contract specification or operational arrangements.

PARTNERS

- 2.3 Melton Borough Council will also be using this contract to procure a small amount of tree maintenance works (circa £10-15k per annum).
- 2.4 Charnwood Borough and Market Harborough District Councils have already re-procured through an alternative route.

3 ALTERNATIVE OPTIONS

- 3.1 The Council could choose not to carry out this work. Cabinet approved a tree policy on 5th January 2016. In addition trees being an important conservation and amenity resource, it was noted that the Council has a duty of care with regard to hazard abatement of its tree stock. This duty is laid down in the Occupiers Liability Acts of 1957 and 1984, the Highways Act 1980, the Local Government (Miscellaneous Provisions) Act 1976 and the Health and Safety at Work Act 1974.
- 3.2 The Council could place orders for individual tree works as required. This is likely to cost significantly more and require more officer time than the proposed contract.

4 FINANCIAL IMPLICATIONS

- 4.1 The contract value is in the region of £130k per annum including Melton Borough Council's work and will be awarded on a 5 year plus 5 year extension basis. The proposed evaluation process will be split 60/40% in terms of quality/price.

5 LEGAL AND GOVERNANCE CONSIDERATIONS

- 5.1 The procurement process will be a single stage open tender process under the EU procurement regulations. The Council's contract procedure rules require Cabinet to approve the methodology for evaluating tenders that exceed the EU thresholds. Cabinet are also required to authorise the award of the contract. It is proposed that awarding the contract in accordance with the evaluation criteria is delegated to the relevant Director for Places in consultation with the relevant Portfolio Holder.

6 EQUALITY IMPACT ASSESSMENT

- 6.1 Equality impact screening indicates that an equality impact assessment is not required.

7 COMMUNITY SAFETY IMPLICATIONS

7.1 None

8 HEALTH AND WELLBEING IMPLICATIONS

8.1 None

9 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

9.1 The recommendation is that Cabinet approves the proposed evaluation methodology for the replacement tree maintenance contract (attached as Appendix 1) using a 60/40 quality/price split. This weighting will ensure a good quality service whilst mitigating the risk of any adverse financial impact on the Council.

10 BACKGROUND PAPERS

10.1 There are no additional background papers to the report

11 APPENDICES

11.1 Appendix 1 – Proposed Evaluation Methodology for Tree Maintenance Contract

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

Tree Services Contract 2017

Model Evaluation Schedule

Question	Criteria	Weightings
	Corporate	
1a	Company Management	Please provide a corporate structure chart showing the management, supervision, administrative, and arboricultural teams you propose to put in place to undertake the required work. Please state the roles of the members forming the arboricultural teams (e.g. team leader, climber, aerial rescue). 5.0%
1b	Company Resources	Please list the vehicles, plant and equipment you will utilise for the servicing of this contract, including age/maintenance schedule of each item? 5.0%
		10.0%
	Operations & Service Delivery	
1c	Quality	This contract has a high focus on quality and where possible added value. Please describe how you can demonstrate your company's commitment to arboriculture through innovation, best practice and ways in which you can assist the Council in ensuring a high quality service. 10.0%
1d	Capability	Please provide information on how your organisation will ensure that all works are carried out in accordance with good working practises. Include information on staff supervision and quality control. 10.0%
		20.0%
	Health, Safety & Environmental	
1e	Working Practises	Please provide the method statement for undertaking a section fell to an ancient English oak with significant dead branches within the upper canopy and a broad spreading canopy, which is immediately adjacent to a busy dual carriageway? 5.0%
1f	Safety	Please complete a risk assessment for the above example complete with control measures? 5.0%
1g	Environmental & Safety	Please give examples of when you would order your team to stop the above operation either during or prior commencement? 5.0%
		15.0%
	Staff	
1h	Staffing Arrangements	Please list the relevant qualifications and arboricultural experience of all staff members who will be involved in the delivery of the contract. You may be asked to provide copies of any qualifications you list. 5.0%
1i	Workforce Development	Please describe how you ensure your staff's Continual Professional Development. Include information on any internal and external training to which staff members have access. State the training which would be provided to the trainee/apprentice employed as part of this contract. 5.0%
		10.0%
	Social Impact and Prosperity	
1j	Local Impacts	What local employment and engagement impacts will the Contractor deliver? 2.5%
1k	Local Employment	What elements of the Contract Schedule and Tree Work Operations, if any, do you propose to use local-sub contractors and if so please identify those elements. 2.5%
		5.0%
	Quality	60.0%
2	Price	40.0%
	Total	100.0%

CABINET

21 March 2017

HIGHWAY INSPECTION POLICY REVIEW

Report of the Director for Places (Environment, Planning & Transport)

Strategic Aim:	Safeguarding	
Key Decision: Yes	Forward Plan Reference: FP/050816/02	
If not on Forward Plan:	Chief Executive Approved Scrutiny Chair Approved	
Cabinet Member(s) Responsible:	Mr T Mathias, Leader, Portfolio Holder for Finance and Places (Highways, Transport and Market Towns)	
Contact Officer(s):	Dave Brown, Director for Places (Environment, Planning & Transport)	01572 758461 dbrown@rutland.gov.uk
	Neil Tomlinson, Senior Highways Manager	01572 758342 ntomlinson@rutland.gov.uk
Ward Councillors	Not applicable	

DECISION RECOMMENDATIONS

That Cabinet approves

1. The Highway Inspection Policy attached in Appendix 1.

1 PURPOSE OF THE REPORT

- 1.1 To consider the revised Highway Inspection Policy attached as Appendix 1

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 Under Section 41 of the Highways Act 1980 Rutland County Council has a statutory duty to maintain the public highway. The Council receives an average of 20 claims per year for damages resulting from alleged failures to maintain the highway. Under Section 58 of the 1980 Highways Act, the highway authority has a “special defence” in respect of such claims if it can demonstrate that it has a reasonable inspection regime and the defect was not present when the highway was last inspected.
- 2.2 The Council and its insurer have been very successful in defending claims over the last 5 years. The current highway inspection policy was approved in 2012 to bring it into line with the code of practice for highway maintenance (Well Maintained Highways - 2005). This document has now been superseded by Well Managed Highway Infrastructure: A Code of Practice, published in October 2016.
- 2.3 The Council is already working towards the recommendations in this document and the latest Highways Asset Management Plan was adopted by Cabinet on 15th November 2016 (report no 160/2016). The adoption of the revised Highway Inspection Policy will address the following further recommendations:
- INSPECTIONS - A risk-based inspection regime, including regular safety inspections, should be developed and implemented for all highway assets.
 - MANAGEMENT SYSTEMS AND CLAIMS - Records should be kept of all activities, particularly safety and other inspections, including the time and nature of any response, and procedures established to ensure efficient management of claims whilst protecting the authority from unjustified or fraudulent claims.
 - DEFECT REPAIR - A risk-based defect repair regime should be developed and implemented for all highway assets.

3 MAIN CHANGES

- 3.1 Inspection Frequencies:

- Local access roads will be inspected every 12 months, instead of every 6 months
- Local access footways will be inspected every 12 months instead of every 6 months

3.2 Response Times:

- Category 1 response increased from 24hours to 7 days (& days allows for weekend, so repairs should be carried out within 5 working days)
- Category 2 defects increased from 28 days to 3 months

3.3 Intervention Levels:

- Diameter of Category 1 defect defined as 275mm
- Depth of Category 1 defect increased from 40mm to 50mm for carriageway
- Depth of Category 1 defect increased from 20mm to 30mm for footways

4 CONSULTATION

4.1 The Inspection Policy in Appendix 1 has been reviewed by the Places Scrutiny Panel on 9th February 2017. Some minor amendments have been made as a result of the panel's feedback.

5 ALTERNATIVE OPTIONS

5.1 Continue with the existing inspection and intervention routine.

- This would impact on planned works and resources, as they would need to be made available at very short notice to meet a 24hour response time.
- This would also result in repairs being undertaken on a temporary basis, instead of permanent, and would see an increase in temporary repair costs.

6 FINANCIAL IMPLICATIONS

6.1 The proposed changes to the inspection policy will improve efficiency. This will result in current standards being maintained at a lower cost or higher standards being achieved within existing budgets. Given that our roads are in relatively good condition it is expected that there will be contribution towards the savings targets in the MTFP; however budget setting is outside the scope of this report.

6.2 The proposed intervention levels and response times have been trialled since November 2015. During the trial, expenditure on the temporary filling of potholes has reduced by over 50%. This has seen monthly costs for temporary pothole repairs drop from an average of £12k per month in early 2015 to an average of around £5k per month in 2016/17. These reductions have allowed the budget to be spent on permanent repairs, as well as contributing towards £35k savings to 2016/17 budgets.

7 LEGAL AND GOVERNANCE CONSIDERATIONS

7.1 Under Section 41 of the Highways Act 1980 Rutland County Council has a statutory duty to maintain the public highway.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 It is recognised that the public sector equality duty in s149 of the Equality Act 2011 will apply because the proposals in the report are likely to have an effect on persons who share one or more relevant protected characteristics as defined in that section, including disability. However, it is considered that the nature and impact of the proposals is such that persons who are disabled, or who may share other relevant protected characteristics, will not be affected by the proposals in a manner which will be significantly different from those persons who do not share such characteristics. For that reason the justification for the proposals, as set out in the report, is considered to outweigh any need to have any further, special, regard to the proposals as they might affect persons who share such characteristics.

9 COMMUNITY SAFETY IMPLICATIONS

- 9.1 None

10 HEALTH AND WELLBEING IMPLICATIONS

- 10.1 None

11 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 11.1 That the highway inspection policy attached as Appendix 1 be approved.

- 11.2 To deliver the Council's strategic aims to 'Safeguard the most vulnerable and support the health & well-being needs of our community', by providing a safe highway network, and to fulfil the Council's statutory duties with regard to highway maintenance and road safety.

12 BACKGROUND PAPERS

- 12.1 Well-Managed Highway Infrastructure: A Code of Practise can be found here:
<http://www.ukroadsliaisongroup.org/en/guidance/codes-of-practice.cfm>

13 APPENDICES

- 13.1 Appendix 1 – Highway Inspection Policy

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

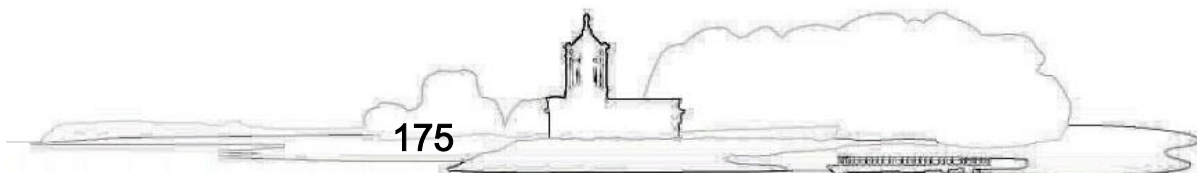


Rutland County Council

HIGHWAY INSPECTION POLICY

Version & Policy Number	Version 1.0 Policy COMM/1234
Guardian	Neil Tomlinson, Senior Highways Manager, 01572 758 342
Date Produced	February 2017
Next Review Date	February 2020

Approved by Scrutiny	
Approved by Cabinet	
Approved by Full Council	



Summary of document

Rutland CC has a statutory duty under the Highways Act 1980 to maintain the highway network in a safe condition.

To fulfil this duty, we have developed a Highway Safety Inspection Policy based on the recommendations in the “Well Managed Highway Infrastructure: A Code of Practise” with amendments to meet the local circumstances and needs of our community.

We have adopted a risk based approach in determining the inspection regime to ensure hazards are identified, prioritized, made safe, and permanently repaired in the most cost efficient method. The paramount concern in implementing the Highway Inspection Policy is public safety and the adoption of best practice within the resources available.

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DRAFT

1.0 SAFETY INSPECTIONS

- Safety inspections are designed to identify those defects likely to create a risk to highway users;
- The inspections will cover all areas of the highway, including carriageways, footways, cycleways, verges and central reservations;
- Surveys may be driven, cycled or walked, dependent on location and accessibility of the asset;
- Defects are to be recorded on an electronic hand held device;
- Surveys will be undertaken by competent persons who have received appropriate training.

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2.0 SAFETY DEFECTS

The following are examples of types of defect. This list is **not** exhaustive, and the Inspector will need to his their judgement as to what is likely to be hazardous.

- Safety fences - Damage that has caused failure and/or pushed into the carriageway or footway causing an obstruction;
- Damaged Signs – Damaged or missing mandatory signs;
- Obscured Signs - Mandatory, regulatory or warning signs not easily visible;
- Damaged Lighting/Lit Signs/Bollards - Evidence of vehicle impact or vandal damage. Missing covers;
- Displaced Road Studs - Dislodged or missing road studs;
- Overriding of Verges - Overriding of verges causing rutting along the edge of the carriageway >150mm;
- Broken Ironworks - Ironwork which is broken, has sunk abruptly by >40mm or protrudes > 25mm in the carriageway or 10mm in the footway;
- Dislodged or Missing Kerbs - Any kerb which projects more than 25mm into the carriageway or footway. Any sharp edge created as the result of a missing kerb;
- Dislodged or missing Setts - Any sett which projects more than 50mm into the carriageway or footway. Any sharp edge created as the result of a missing sett;
- Trenches - A trench that has settled or raised by greater than 25mm;
- Obstructions - Any obstruction on the carriageway, footway or cycleway which is considered hazardous to vehicle drivers , pedestrians or cyclists;
- Footway Trips/Depressions - Trips and Rocking slabs > 10mm and rapid change of footway profile >25mm extending horizontally < 600mm;
- Potholes – Sharp edged depression anywhere in the carriageway, footway or cycleway where part or all of the surface layers have been removed. (see Appendix A for definitions)

3.0 NETWORK CLASSIFICATION

The Rutland CC network is classified based on the recommendations in the “Well Managed Highway Infrastructure: A Code of Practise” for Highway Maintenance & Management

3.1 Carriageways

Cat	Hierarchy Description	RCC Local Category	Type of Road General Description	Description
1	Motorway	Not Applicable in Rutland	Limited access motorway regulations apply.	Routes for fast moving long distance traffic. Fully grade separated and restrictions on use.
2	Strategic Route		Trunk and some Principal 'A' roads between primary destinations.	Routes for fast moving long distance traffic with little frontage access or pedestrian traffic. Speed limits are usually in excess of 40 mph and there are few junctions. Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.
3a	Main Distributor		Major urban network and inter-primary links. Short-medium distance traffic.	Routes between Strategic Routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40 mph or less, parking is restricted at peak times and there are positive measures for pedestrian safety.
3b	Secondary Distributor		Classified Road (B and C class) and unclassified urban bus routes carrying local traffic with frontage access and frequent junctions.	In rural areas these roads link the larger villages and HGV generators to the Strategic and Main Distributor Network. In built up areas these roads have 30 mph speed limits and very high levels of pedestrian activity with some crossing facilities including zebra crossings. On-street parking is generally unrestricted except for safety reasons.

Appendix 1

4a	Link Road		Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions.	In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always capable of carrying two way traffic. In urban areas they are residential or industrial interconnecting roads with 30 mph speed limits random pedestrian movements and uncontrolled parking.
4b	Local Access Road		Roads serving limited numbers of properties carrying only access traffic.	In rural areas these roads serve small settlements and provide access to individual properties and land. They are often only single lane width and unsuitable for HGV's. In urban areas they are often residential loop roads or cul-de-sac.

DRAFT

Appendix 1

3.2 Footways

Category	Category Name	RCC Local Category	Description
1(a)	Prestige Walking Zones	Not applicable in Rutland	Very busy areas of towns and cities with high public space and street scene contribution
1	Primary Walking Routes	Town Centres	Busy urban shopping and business areas and main pedestrian routes.
2	Secondary Walking Routes		Medium usage routes through local areas feeding into primary routes, local shopping centres etc.
3	Link Footways	All other footways	Linking local access footways through urban areas and busy rural footways.
4	Local Access Footways		Footways associated with low usage, short estate roads to the main routes and cul-de-sac.

In Oakham the town centre is defined as the following roads:

- a) High St
- b) Melton Rd
- c) New St
- d) Church St
- e) Gaol St
- f) Northgate
- g) Market St
- h) Market Place
- i) Mill St
- j) Burley Rd

In Uppingham the town centre is defined as the following roads:

- a) Market Place
- b) High St East
- c) High St West
- d) Orange St
- e) Queen St
- f) North St East
- g) North St West
- h) London Rd (from Orange Street to Market Place exit)

Appendix 1

3.3 Cycleways

Category	Category Name	Description
A	Cycle lanes.	Forming part of the carriageway, commonly 1.5m wide, adjacent to the nearside kerb.
B	Cycle track	A highway route for cyclists non-contiguous with public footway or carriageway. Shared cycle/pedestrian paths, either segregated by a white line or other physical segregation, or unsegregated
C	Cycle trails	Leisure routes through open spaces. These are not necessarily the responsibility of the highway authority but may be maintained by an authority under other powers of duty.

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4.0 INSPECTION FREQUENCY

We will inspect the carriageways and footways, footpaths and cycleways based on the hierarchies recommended in the Code of Practice, broadly grouped as:-

Frequency	Carriageway Category	Footway and Footpath Category	Cycleway Category
Monthly	3a – Main Distributor 3b – Secondary Distributor	1 – Primary Walking Routes	A - As per carriageway category.
3 Months	4a – Link Roads	2 – Secondary Walking Routes	A - As per carriageway category.
6 Months		3 – Link Footways	B - Cycle track
12 Months	4b – Local access Roads	4 – Local Access Footways	C - Cycle trails

- 4.1 The defined inspection frequencies should be maintained wherever possible; however some flexibility will enable the effects of weather and resource availability to be managed more effectively. 5 working days flexibility will be allowed for monthly inspections and 7 working days flexibility will be allowed for 3 and 6 monthly inspections.

5.0 INSPECTION METHODS

Driven

- 5.1 Carriageway safety Inspections should always be undertaken by two people in a slowly moving (25 -30mph) vehicle where possible in both directions, one driving and the other inspecting/recording. The driver will not be expected to be actively involved in identifying and recording defects, but will concentrate on ensuring the safe passage of the vehicle. For narrow roads, typically those less than 4m total width, the driven inspection should be carried out in one direction only.
- 5.2 For driven Safety Inspections, the survey vehicle should be equipped with high intensity roof-mounted flashing beacons and high visibility reflective markings (magnetic). The inspection of any traffic sensitive lengths should be surveyed at off-peak times.
- 5.3 Rural footways and cycleways may be inspected by two people in a vehicle if the inspector observes just the nearside footway/cycleway. Isolated footways that cannot be seen from the vehicle must be walked. Isolated cycleways that cannot be seen must be walked or cycled.

Walked

- 5.4 Footways in the urban area must be inspected on foot. If there is a footway on both sides of the road the footways are to be inspected in both directions.
- 5.5 Carriageways can be inspected by one person on foot if the person is walking on a footway and can inspect the footway and carriageway at the same time.
- 5.6 Cycleways can be walked.

Cycled

- 5.7 The cycle network (urban and rural) can be inspected by one person on a bicycle.

6.0 INFORMATION TO BE RECORDED

- 6.1 Each inspection will be recorded against the relevant Unique Street Reference Number (USRN) if practical for the named street. As well as any defects found, the overall condition of the carriageway and footway must be recorded as this information will be used to identify potential preventative maintenance and renewal schemes. Weather conditions should also be recorded.
- 6.2 The inspection record will show the name of the inspector who carried out the inspection.

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7.0 DEFECT CATEGORISATION

7.1 Emergency

Defects which require urgent action because they represent an immediate hazard. Examples include:-

- Missing covers to large chambers, manholes or gully gratings
- Road collapse
- Exposed electrical wiring
- Substantial debris or obstruction of the highway, such as a fallen tree
- Any significant highway structure in imminent danger of collapse, such as retaining walls

Defects which are not the responsibility of Rutland CC, such as defects relating to statutory undertakers apparatus in the highway, will be reported to relevant undertaker. If necessary, Rutland CC will apply appropriate temporary measures to protect the public, but will in no way relieve the owners of that apparatus from their statutory duty and common law duty to maintain their apparatus.

7.2 Category 1

Defects which require prompt action because they represent an imminent hazard or there is a risk of further rapid deterioration.

7.3 Category 2

Defects which meet the investigatory level criteria, but do not present an immediate or imminent hazard.

7.4 Potholes

Carriageway potholes are considered to be a safety defect where it measures > 250mm in a horizontal direction and are categorised depending on the pothole dimensions, location, road hierarchy and road speed. (see Appendix A for definitions and treatment applications)

Carriageways		Road Hierarchy			
Defect Depth	Road Speed	Main Distributor	Secondary Distributor	Link Road	Local Access Road
>75mm	Any	Category 1	Category 1	Category 1	Category 1
>50mm < 75mm	>30mph	Category 1	Category 1	Category 2	Category 2
>50mm < 75mm	<30mph	Category 1	Cat 1 or 2	Category 2	Category 2
>40mm <50mm	Any	Category 2	Category 2	No Action	No Action

Appendix 1

If a carriageway pothole is located at a controlled pedestrian crossing, or other defined crossing point (i.e. at junctions or dropped kerbs) footway standards apply.

Footway potholes are considered to be a safety defect where it measures > 75mm in a horizontal direction and are categorised depending on the pothole dimensions, location and footway hierarchy.

Footways	Footway Location	
	Town Centre	All other footways
>40mm	Category 1	Category 1
>30mm <40mm	Category 1	Cat 1 or 2
>20mm <30mm	Cat 1 or 2	Category 2
<20mm	No Action	No Action

8.0 RESPONSE TIMES

We will aim to repair or make safe defects within the following response times:-

Category	Carriageways	Footways
Emergency	Make safe within 2 hours by way of a permanent repair, temporary repair or guarding	
Category 1 – Imminent Hazard	Within 7 working days	Within 7 working days
Category 2 – no immediate risk	Within 3 months	Within 3 months

9.0 CLAIMS BY THIRD PARTIES

- 9.1 All claims and complaints which may result in a claim shall be reported to the insurance department within 2 working days of receipt.
- 9.2 Technical reports shall be completed by the relevant inspector within 5 working days of a request from the insurance department and sent to the Operations Manager

A large print version of this document is available on request



Rutland
County Council

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CATEGORISATION OF POTHOLES

Introduction

How potholes are dealt with depends on the severity of the risk that the pothole creates. As such Rutland County Council with their Highway Service provider, Tarmac, has taken a risk based approach to repairing potholes. Potholes that fall into the criteria are called “safety defects” and have a time bound response within which the pothole needs to be repaired.

The following definitions, response times and repair techniques relates to how potholes that are considered to be a safety defect are defined and treated. The response times do not apply to potholes that fall outside the criteria and are not considered safety defects.

Definition of a Pothole:

There is no formal definition for a pothole recognized nationally, although the recent Highway Maintenance Efficiency Programme (HMEP) Pothole Review documents suggest that a more formal definition may be jointly developed by local authorities and the Department for Transport (DfT).

Rutland County Council and Tarmac have adopted a risk based definition recognising that potholes pose different risks to users of the highway network, depending on the pothole location and network hierarchy of the asset. Subsequently we have provided a different definition of a pothole for carriageways and footways.

CARRIAGEWAY

For a carriageway a pothole has been defined as a sharp edged depression anywhere in the carriageway where part or all of the surface layers have been removed including carriageway collapses, surrounds to ironwork and missing cat's eyes. A pothole will be identified when its maximum horizontal dimension is **greater than 250mm** and is:

- Greater than 40mm deep on main distributors and secondary distributors
- Greater than 50mm deep on local access roads and link roads.

At controlled pedestrian crossings or other defined crossing points (i.e. junctions or where dropped crossings are provided) footway standards apply.

FOOTWAY

For a footway a pothole has been defined as a sharp edged depression anywhere on the footway where part or all of the surface layers have been removed including footway collapses and surrounds to ironworks. A pothole will be identified when it has a maximum horizontal dimension **greater than 75mm** and a depth greater than 20mm.

Appendix A of Appendix 1

Response Times:

The maximum permissible time between a pothole being identified and the defect being repaired is dependent on two key factors:

- The magnitude of the pothole
- The network hierarchy of the asset containing the pothole

Both of these factors relate to the risk the pothole creates as well as the likelihood of a danger being realised.

Currently three response times are used, from the most urgent response first, these are:

- Emergency A two hour response. Examples include a road collapse.
- Category 1 A repair is required within seven working days
- Category 2 A repair is required within three calendar months for carriageway footway potholes.

The two tables below outline how response times vary depending on the depth of the pothole and the category of road or footway that the pothole lies on. Where the defect may be either a category 1 or category 2 defect it is for the inspecting officer to use their judgment when the defect is identified.

Carriageways		Road Hierarchy			
Defect Depth	Road Speed	Main Distributor	Secondary Distributor	Link Road	Local Access Road
>75mm	Any	Category 1	Category 1	Category 1	Category 1
>50mm < 75mm	>30mph	Category 1	Category 1	Category 2	Category 2
>50mm < 75mm	<30mph	Category 1	Cat 1 or 2	Category 2	Category 2
>40mm <50mm	Any	Category 2	Category 2	No Action	No Action

Footways	Footway Location	
Defect Depth	Town Centre	All other footways
>40mm	Category 1	Category 1
>30mm <40mm	Category 1	Cat 1 or 2
>20mm <30mm	Cat 1 or 2	Category 2
<20mm	No Action	No Action

Appendix A of Appendix 1

Repair Types

Our Term Maintenance Contractor has agreed with Rutland County Council that pothole repairs will fall into the following three categories:

Permanent

The most robust repair that includes removing debris from a pothole, saw cutting edges and overbanding using a hot applied material mechanically compacted.

Temporary

A repair that includes removing debris from a pothole and repairing the pothole using a cold applied material mechanically compacted.

Whilst our aim is to have all repairs as permanent repairs, the additional time needed on the highway to undertake a permanent repair may result in a temporary repair being made to immediately remove the hazard the defect poses, with a permanent repair carried out in the future.

CABINET

21st March 2017

RISK BASED VERIFICATION POLICY

Report of the Director for Resources

Strategic Aim:	Sound financial and workforce planning	
Key Decision: No	Forward Plan Reference: FP/100217/02	
Reason for Urgency:	N/A	
Exempt Information	Yes, Appendix A Part 1 of schedule 12 to the Local Government Act 1972 Paragraph 7-Information relating to any action taken in connection with the prevention, investigation or prosecution of crime.	
Cabinet Member(s) Responsible:	Councillor Oliver Hemsley, Deputy Leader and Portfolio Holder for Growth, Trading Services and Resources (except Finance)	
Contact Officer(s):	Saverio Della Rocca, Assistant Director - Finance	01572 758159 sdellarocca@rutland.gov.uk
	Andrea Grinney, Revenues and Benefits Manager	01572 758227 agrinney@rutland.gov.uk
Ward Councillors	N/A	

DECISION RECOMMENDATIONS

That Cabinet approves the Risk Based Verification Policy detailed at Appendix A as recommended by the Council's Section 151 officer (Assistant Director – Finance).

1 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to seek approval of a Risk Based Verification Policy for the administration of Housing Benefit and Local Council Tax Support (LCTS).

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 In the early 1990's the Department for Work and Pensions (DWP) introduced a Verification Framework for administering Housing Benefit (HB) and Council Tax Benefit (CTB). It was abandoned by the DWP in 2006, but most council's including us continued to use at least some of the guidelines in order to reduce and prevent fraud and error.

- 2.2 In 2011 the DWP conducted a pilot for Risk Based Verification (RBV) with a limited number of councils to establish principles. The pilot was successful and all councils are now able to adopt RBV following DWP guidance. (Housing Benefit and Council Tax Benefit Circular HB/CTB S11/2011 – Appendix B).

3 RISK BASED VERIFICATION

- 3.1 RBV is a method of applying different levels of checks to different claimants depending on their circumstances using a risk matrix. The higher the risk the higher amount of resources will be used to establish that the claim is genuine.
- 3.2 In order to proceed with implementing RBV we must comply with DWP guidance which states that we must have a policy in place that has been approved by Members (in our case Cabinet) and recommended by the Section 151 Officer. The policy should details the risk profiles, verification standards and the minimum number of claims that will be checked. The Policy itself should not be made publically available. The RBV policy is detailed at Exempt Appendix A.
- 3.3 Details of how RBV works are set out in HB/CTB Circular S11/2011 (attached at Appendix B).
- 3.4 Upon approval, officers will proceed with implementation which is expected to take around 6 weeks and includes: software set-up, configuration and testing, staff training, a transition period for work in progress claims and determining reporting and monthly monitoring requirements, quality control measures and performance checks.
- 3.5 Officers will establish a robust baseline to measure the level of fraud and error within the County. The policy will be reviewed annually and not changed within year. Auditors will check that the Policy is adhered to as part of certifying the annual subsidy claim.

4 CONSULTATION

- 4.1 Consultation is not required for any decision being sought in this report.

5 ALTERNATIVE OPTIONS

- 5.1 The Council could retain its current arrangements but this approach would not deliver the following benefits:
- RBV improves the customer journey as it reduces the burden of proving documentary evidence that claimants are asked to provide and makes claim processing quicker. Low risk claimants will only need to provide proof of their identity.
 - RBV reduces overpayments as there is greater opportunity to spot errors in medium and high risk claims. National statistics indicate that only 24% of housing benefit overpayments is recovered. Our performance is in line with this.
 - RBV reduces the overall cost of claims processing giving savings to both Customer Services and the Benefits team.

6 FINANCIAL IMPLICATIONS

- 6.1 The cost of the software can be met from existing budgets as a result of undertaking a service review.
- 6.2 The Revenues and Benefits service review has reduced capacity within the team in anticipation that better use is made of technology. If RBV is not implemented other resources will need to be allocated to support benefit claim administration and reduced in other areas which will impact on billing, collection and recovery of local taxes.

7 LEGAL AND GOVERNANCE CONSIDERATIONS

- 7.1 The Council will be required to adhere to the adopted RBV Policy, failure to do so may result in the External Auditor issuing a Qualifying Letter. This may have implications in terms of the level of subsidy agreed.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 An Equality Impact questionnaire has been completed and there are no specific issues arising from the introduction of a Risk Based Verification policy.

9 COMMUNITY SAFETY IMPLICATIONS

- 9.1 There are no community safety implications arising from this report.

10 HEALTH AND WELLBEING IMPLICATIONS

- 10.1 There are no health and safety implications arising from this report.

11 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 11.1 Members are required to approved a Risk based Verification policy prior to implementation by officers.

12 BACKGROUND PAPERS

- 12.1 There are no additional background papers to the report.

13 APPENDICES

- 13.1 Exempt Appendix A Risk Based Verification Policy
- 13.2 Appendix B Housing Benefit and Council Tax Benefit Circular HB/CTB S11/2011

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By virtue of paragraph(s) 7 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Housing Benefit and Council Tax Benefit Circular

Department for Work and Pensions

1st Floor, Caxton House, Tothill Street, London SW1H 9NA

HB/CTB S11/2011

SUBSIDY CIRCULAR

WHO SHOULD READ	All Housing Benefit (HB) and Council Tax Benefit (CTB) staff
ACTION	For information
SUBJECT	Risk-Based Verification of HB/CTB Claims Guidance

Guidance Manual

The information in this circular does not affect the content of the HB/CTB Guidance Manual.

Queries

If you

- want **extra copies of this circular/copies of previous circulars**, they can be found on the website at <http://www.dwp.gov.uk/local-authority-staff/housing-benefit/user-communications/hbctb-circulars/>
- have any queries about the
 - **technical content of this circular**, contact
Email: HBCTB.SUBSIDYQUERIES@DWP.GSI.GOV.UK
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Risk-Based Verification of HB/CTB Claims Guidance

Introduction

1. This guidance outlines the Department's policy on Risk-Based Verification (RBV) of Housing Benefit and Council Tax Benefit (HB/CTB) claims.

Background

2. RBV allows more intense verification activity to be focussed on claims more prone to fraud and error. It is practiced on aspects of claims in Jobcentre Plus (JCP) and the Pension Disability and Carers Service (PDCS). Local authorities (LAs) have long argued that they should operate a similar system. It is the intention that RBV will be applied to all Universal Credit claims.
3. Given that RBV is practised in JCP and PDCS, the majority (up to 80%) of HB/CTB claims received in an LA may have been subject to some form of RBV. Already 16 LAs operate RBV. Results from these LAs have been impressive. In each case the % of fraud and error identified has increased against local baselines taken from cells 222 and 231 of the Single Housing Benefit Extract (SHBE). In addition, in common with the experience of JCP and PDCS there have been efficiencies in areas such as postage and storage and processing times have improved.
4. We therefore wish to extend RBV on a **voluntary basis** to all LAs from April 2012.

This guidance explains the following;

- What is RBV?
- How does RBV work?
- The requirements for LAs that adopt RBV
- How RBV claims will be certified
- What are the subsidy implications?

What is RBV?

5. RBV is a method of applying different levels of checks to benefit claims according to the risk associated with those claims. LAs will still be required to comply with relevant legislation (Social Security Administration Act 1992, section 1 relating to production of National Insurance numbers to provide evidence of identity) while making maximum use of intelligence to target more extensive verification activity on those claims shown to be at greater risk of fraud or error.
6. LAs have to take into account HB Regulation 86 and Council Tax Benefit Regulation 72 when verifying claims. The former states:

“a person who makes a claim, or a person to whom housing benefit has been awarded, shall furnish such certificates, documents, information and evidence in connection with the claim or the award, or any question arising out of the claim or the award, as may reasonably be required by the relevant authority in order to determine that person’s entitlement to, or continuing entitlement to housing benefit and shall do so within one month of being required to do so or such longer period as the relevant authority may consider reasonable.”

Council Tax Benefit Regulation 72 is similar.

7. These Regulations do not impose a requirement on authorities in relation to what **specific** information and evidence they should obtain from a claimant. However, it does require an authority to have information which allows an **accurate assessment** of a claimant’s entitlement, both when a claim is first made and when the claim is reviewed. A test of reasonableness should be applied.

How does RBV work?

8. RBV assigns a risk rating to each HB/CTB claim. This determines the level of verification required. Greater activity is therefore targeted toward checking those cases deemed to be at highest risk of involving fraud and/or error.
9. The classification of risk groups will be a matter for LAs to decide. For example, claims might be divided into 3 categories:
 - **Low Risk Claims:** Only essential checks are made, such as proof of identity. Consequently these claims are processed much faster than before and with significantly reduced effort from Benefit Officers without increasing the risk of fraud or error.
 - **Medium Risk Claims:** These are verified in the same way as all claims currently, with evidence of original documents required. As now, current arrangements may differ from LA to LA and it is up to LAs to ensure that they are minimising the risk to fraud and error through the approach taken.
 - **High Risk Claims:** Enhanced stringency is applied to verification. Individual LAs apply a variety of checking methods depending on local circumstances. This could include Credit Reference Agency checks, visits, increased documentation requirements etc. Resource that has been freed up from the streamlined approach to low risk claims can be focused on these high risk claims.
10. We would expect no more than around 55% of claims to be assessed as low risk, with around 25% medium risk and 20% high risk. These figures could vary from LA to LA according to the LA’s risk profiling. An additional expectation is that there should be more fraud and error detected in high risk claims when compared with medium risk claims and a greater % in medium risk than low risk. Where this proves not to be the case the risk profile should be revisited.
11. LAs may adopt different approaches to risk profile their claimants. Typically this will include the use of IT tools in support of their policy, however, the use of clerical systems is acceptable.

12. Some IT tools use a propensity model¹ which assesses against a number of components based on millions of claim assessments to classify the claim into one of the three categories above. Any IT system² must also ensure that the risk profiles include 'blind cases' where a sample of low or medium risk cases are allocated to a higher risk group, thus requiring heightened verification. This is done in order to test and refine the software assumptions.
13. Once the category is identified, individual claims cannot be downgraded by the benefit processor to a lower risk group. They can however, exceptionally, be upgraded if the processor has reasons to think this is appropriate.

The requirements for LAs that adopt RBV

14. RBV will be voluntary. However, all LAs opting to apply RBV will be required to have in place a **RBV Policy** detailing the risk profiles, verification standards which will apply and the minimum number of claims to be checked. We consider it to be good practice for the Policy to be examined by the authority's Audit and Risk Committee or similar appropriate body if they exist. The Policy must be submitted for Members' approval and sign-off along with a covering report confirming the Section 151 Officer's (section 85 for Scotland) agreement/recommendation. The information held in the Policy, which would include the risk categories, should not be made public due to the sensitivity of its contents.
15. The Policy must allow Members, officers and external auditors to be clear about the levels of verification necessary. It must be reviewed annually but not changed in-year as this would complicate the audit process.
16. Every participating LA will need a robust baseline against which to record the impact of RBV. The source of this baseline is for the LA to determine. Some LAs carry out intensive activity (along the lines of the HB Review) to measure the stock of fraud and error in their locality. We suggest that the figures derived from cells 222 and 231 of SHBE would constitute a baseline of fraud and error currently identified by LAs.
17. Performance using RBV would need to be monitored monthly to ensure its effectiveness. Reporting, which must be part of the overall Policy, must, as a minimum, include the % of cases in each risk category and the levels of fraud and error detected in each.

How RBV claims will be certified?

18. Auditors will check during the annual certification that the subsidy claim adheres to the LA's RBV Policy which will state the necessary level of verification needed to support the correct processing of each type of HB/CTB claim. The risk category will need to be recorded against each claim. Normally the LA's benefit IT/clerical system will allow this annotation.

¹ Whilst DWP is of the opinion that the use of IT will support the success of RBV, it does not in anyway endorse any product or company

² The same safeguard must be applied to clerical systems

Other considerations

19. The sample selection for HB/CTB cases will not change i.e. 20 cases will be selected for each headline cell on the claim form. The HB COUNT guidance used by the external auditors for certification will include instructions for how to deal with both non-RBV and RBV cases if selected in the sample. For non-RBV cases, the verification requirements will remain the same i.e. LAs will be expected to provide all the documentary evidence to support the claim.

What are the subsidy implications?

20. Failure by a LA to apply verification standards to HB/CTB claims as stipulated in its RBV Policy will cause the expenditure to be treated as LA error. The auditor will identify this error and if deemed necessary extrapolate the extent and, where appropriate, issue a qualifying letter. In determining the subsidy implications, the extrapolation of this error will be based on the RBV cases where the error occurred. For this reason, it is important that RBV case information is routinely collected by ensuring that LA HB systems incorporate a flag to identify these RBV cases. If sub-populations on RBV cases can not be identified, extrapolations will have to be performed across the whole population in the particular cell in question.
21. We will now work with the respective audit bodies to incorporate this into the COUNT guidance. If you have any queries please contact Manny Ibiayo by e-mail HBCTB.SUBSIDYQUERIES@DWP.GSI.GOV.UK