

Rutland County Council

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Members of Rutland County Council District Council are hereby summoned to attend the **TWO HUNDRED AND SIXTY EIGHTH MEETING OF THE COUNCIL** to be held in the Council Chamber at Catmose, Oakham on **15 January 2018 commencing at 7.00 pm**. The business to be transacted at the meeting is specified in the Agenda set out below.

Prior to the commencement of the meeting, the Chairman will offer the opportunity for those present to join him in prayers.

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at www.rutland.gov.uk/haveyoursay

Helen Briggs
Chief Executive

A G E N D A

1) APOLOGIES

To receive any apologies for absence from Members.

2) CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements by the Chairman.

3) ANNOUNCEMENTS FROM THE LEADER, MEMBERS OF THE CABINET OR THE HEAD OF PAID SERVICE

To receive any announcements by the Leader, Members of the Cabinet or the Head of Paid Service.

4) DECLARATIONS OF INTEREST

In accordance with the Regulations, Members are invited to declare any disclosable interests under the Code of Conduct 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.

5) MINUTES OF PREVIOUS MEETING

To confirm the Minutes of the 267th meeting of the Rutland County Council District Council held on 13 November 2017.

6) PETITIONS, DEPUTATIONS AND QUESTIONS FROM MEMBERS OF THE PUBLIC

To receive any petitions, deputations or questions received from members of the public in accordance with the provisions of Procedure Rule 28. The total time allowed for this is 30 minutes. Petitions, deputations and questions will be dealt with in the order in which they are received and any which are not considered within the time limit shall receive a written response after the meeting.

Following verification of the petition entitled “Local Referendum on Oakham One-Way Scheme”, the Council has received notice from the petition organiser that the petition will be presented to the January Council meeting.

The petition can be viewed at:

<https://www.rutland.gov.uk/my-council/have-your-say/petitions/>

In accordance with Procedure Rule 29 (2) the total time allowed for valid petitions containing over 1500 signatures which have been accepted for a Full Council Debate shall be 20 minutes (This is in addition to the 30 minute time limit noted above).

7) QUESTIONS FROM MEMBERS OF THE COUNCIL

To receive any questions submitted from Members of the Council in accordance with the provisions of Procedure Rules 30 and 30A.

8) CALL-IN OF DECISIONS FROM CABINET MEETINGS DURING THE PERIOD FROM 11 NOVEMBER 2017 to 12 JANUARY 2018 (INCLUSIVE)

To determine matters where a decision taken by the Cabinet has been referred to Council by the call-in procedure of Scrutiny Panels, as a result of the decision being deemed to be outside the Council’s policy framework by the Monitoring Officer or not wholly in accordance with the budget by the Section 151 Officer, in accordance with the provisions of Procedure Rules 206 and 207.

9) EXCLUSION OF THE PUBLIC AND PRESS

Council 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 (Oakham Enterprise Park Development Strategy) is likely to involve the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

10) REPORT FROM THE CABINET (Pages 5 - 82)

To receive Report No. 14/2018 from the Cabinet on recommendations referred

to the Council for determination and to note the Key Decisions taken at its meetings held on 21 November 2017 and 19 December 2017.

11) REPORTS FROM SCRUTINY COMMISSION / SCRUTINY PANELS

To receive the reports from the Scrutiny Commission / Scrutiny Panels on any matters and to receive questions and answers on any of those reports.

12) JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS

To receive reports about and receive questions and answers on the business of any joint arrangements or external organisations.

13) LGBCE DRAFT RECOMMENDATIONS FOR ELECTORAL REVIEW - RCC RESPONSE TO CONSULTATION (Pages 83 - 90)

To receive Report No. 13/2018 from the Director for Resources.

14) SCHOOL ADMISSION ARRANGEMENTS 2019 (Pages 91 - 118)

To receive Report No. 15/2018 from the Director for People.

15) ANY URGENT BUSINESS

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

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TO: MEMBERS OF THE COUNCIL

Mr K Bool – Chairman of the Council
Mr E Baines – Vice-Chairman of the Council

Mr I Arnold
Mr O Bird
Miss R Burkitt
Mr R Clifton
Mr W Cross
Mr R Foster
Mr R Gale
Mr J Lammie
Mr T Mathias
Mr C Parsons
Mr A Stewart
Mr A Walters

Mr N Begy
Mr G Brown
Mr B Callaghan
Mr G Conde
Mr J Dale
Mrs J Fox
Mr O Hemsley
Mr A Mann
Mr M Oxley
Mrs L Stephenson
Miss G Waller
Mr D Wilby

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THE COUNCIL'S STRATEGIC AIMS

Sustainable Growth
Safeguarding
Reaching our Full Potential
Sound Financial and Workforce Planning

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COUNCIL

15 January 2018

CABINET RECOMMENDATIONS TO COUNCIL

Report of the Cabinet

Strategic Aim:	All		
Exempt Information	No		
Cabinet Member(s) Responsible:	N/A		
Contact Officer(s):	Natasha Taylor, Governance Manager	01572 720991	ntaylor@rutland.gov.uk
Ward Councillors	N/A		

DECISION RECOMMENDATIONS

1. That Council notes the Key Decisions made by Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 13 November 2017, as detailed in Appendix A to this report.

2. That Council approves the recommendations from Cabinet:

- i) to approve the Children Looked After and Care Leavers Strategy 2017-22.
(Revised as requested by Cabinet updated version appended to this report – Appendix B)

21 November 2017

Decision No. 401

Report No. 199/2017

CHILDREN LOOKED AFTER AND CARE LEAVERS STRATEGY 2017-2022

- ii) to approve £1.77m capital funding to facilitate the infrastructure works & construction of new buildings under development Phase 2a of the Oakham Enterprise Park Development Strategy.

19 December 2017

Decision No. 476

Report No. 170/2017

OAKHAM ENTERPRISE PARK DEVELOPMENT STRATEGY

(Report appended for information – Appendix C)

1 PURPOSE OF THE REPORT

- 1.1 To consider the recommendations of Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 13 November 2017.
- 1.2 To report to Council the Key Decisions made by Cabinet since the publication of the agenda for the previous ordinary meeting of the Council on 13 November 2017, as detailed in Appendix A to this report.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 As outlined in report numbers 170/2017 and 199/2017.
- 2.2 The Key Decisions Listed in Appendix A have already been taken and can be found in the Cabinet Record of Decisions for the meetings of 21 November 2017 and 19 December 2017.

3 CONSULTATION

- 3.1 As outlined in report numbers 170/2017 and 199/2017.
- 3.2 Consultation for key decisions is included in the reports for the meetings of Cabinet referred to in Appendix A.

4 ALTERNATIVE OPTIONS

- 4.1 The only other option would be to not receive the Cabinet's report to Council. However Procedure Rule 246.3 of the Constitution requires the submission of the report.

5 FINANCIAL IMPLICATIONS

- 5.1 Any financial implications are outlined in reports 170/2017 and 199/2017, or contained in the reports referred to in Appendix A.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 As outlined in reports 170/2017 and 199/2017.
- 6.2 The Key Decisions listed in Appendix A have already been taken and the record is for Council's information only.

7 EQUALITY IMPACT ASSESSMENT

- 7.1 As outlined in reports 170/2017 and 199/2017, or contained in the reports referred to in Appendix A.

8 COMMUNITY SAFETY IMPLICATIONS

- 8.1 Any Community Safety implications are outlined in reports 170/2017 and 199/2017, or contained in the reports referred to in Appendix A.

9 HEALTH AND WELLBEING IMPLICATIONS

- 9.1 Any Health and Wellbeing implications are outlined in reports 170/2017 and

199/2017, or contained in the reports referred to in Appendix A.

10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 10.1 That Council notes the report and considers the recommendations from Cabinet in order to ensure the procedure rules in the Constitution are followed.

11 BACKGROUND PAPERS

- 11.1 Cabinet Record of Decisions: 21 November 2017 and 19 December 2017.

12 APPENDICES

- 12.1 Appendix A - Key Decisions Made by Cabinet since the Previous Ordinary Meeting of the Council.
- 12.2 Appendix B – Revised Children Looked After and Care Leavers Strategy 2017-22.
- 12.3 Appendix C - Report No. 170/2017 Oakham Enterprise Park Development Strategy

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

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Council
15 January 2018

Key decisions made by the Cabinet since the Agenda for the Ordinary Meeting of the Council on 13 November 2017. These decisions have already been taken and this record is for Council's information only:

Date	Key Decision No.	Title	Decision
21 November 2017	398	QUARTER 2 FINANCE MANAGEMENT REPORT	<ol style="list-style-type: none"> 1. Cabinet NOTED the 2017/18 revenue and capital outturn position as at Quarter 2 (Appendix A, section 1 and section 2, to Report No. 191/2017). 2. Cabinet APPROVED the use of £80k from the Invest to Save reserve to fund Green Waste costs (as requested in Appendix A para 1.7.3 to Report No. 191/2017) to be repaid over a 3 year period and £20k from the Legal reserve (as requested in Appendix A para 1.7.4 to Report No. 191/2017). 3. Cabinet NOTED the proposed transfers from earmarked reserves as shown in the table in Appendix A, para 1.7 to Report No, 191/2017 (to be finalised and agreed in the 2017/18 outturn). 4. Cabinet APPROVED the removal of the £594k funding for OEP capital investment from the capital programme pending further proposals. 5. Cabinet NOTED the changes to the Approved Capital Programme as outlined in Appendix A para 2.2.1 to Report No. 191/2017.
21 November 2017	402	TRANSFORMING CARE CAPITAL GRANT	<ol style="list-style-type: none"> 1. Cabinet APPROVED the recommendation to accept a £394,000 Capital Grant made available from NHS England to enable people with learning disabilities from Rutland to live in Rutland. 2. Cabinet APPROVED the delegation for the acceptance of the terms of conditions of the grant to the Director for People, in consultation with the Portfolio Holder for Adult Social Care and Health.

Date	Key Decision No.	Title	Decision
19 December 2017	476	OAKHAM ENTERPRISE PARK DEVELOPMENT STRATEGY	<ol style="list-style-type: none"> 1. ENDORSED the proposals and RECOMMENDED TO COUNCIL that it approves £1.77m capital funding to facilitate the infrastructure works & construction of new buildings under development Phase 2a. 2. APPROVED £420,000 capital funding to facilitate construction of the new access road and improvement of the existing road infrastructure. 3. APPROVED adoption of the draft development strategy for the OEP site and delegates management of approved capital schemes to the Director for Places Development and Economy in consultation with the Portfolio Holder for Growth, Trading Services & Resources and the Oakham Enterprise Project Board. 4. DELEGATED authority to the Director for Places Development and Economy in consultation with the Portfolio Holder for Growth, Trading Services & Resources and the Oakham Enterprise Project Board to negotiate and enter into necessary legal agreements for the build of industrial units on the site following a procurement process and for the subsequent lease of the units. 5. AUTHORISED the Director for Places Development and Economy, in consultation with the Portfolio Holder for Growth, Trading Standards & Resources and the OEP Project Board to determine a procurement route, award criteria and if a suitable supplier or suppliers are identified move forward and award contracts for the works detailed in this report.



Children Looked After and Care Leaver Strategy 2018 - 2022

“To ensure the service and support we deliver to our children looked after and care leavers, would be good enough for our child, our young person and our family”.

Version Control	Version 1
Document Owner / Authorising officer	Head of Children’s Social Care
Target Audience	Children Social Care and Early Intervention Staff
Publication Date	January 2018
Review Date(update)	January 2019 (yearly)
Next Full Review Date	July 2022

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1. Foreword and Introduction

1. Foreword and Introduction

1.1 Foreword

Coming into care is usually a difficult experience for children and young people. Many children who become looked after do so because of family difficulties, neglect or abuse.

This strategy and our pledges are for every child who is looked after and our care leavers to enable them to have the best possible experience both in our care and leaving our care.

The priorities in this strategy are drawn from what our children looked after and care leavers have told us is important to them. The strategy reflects what children and young people in Rutland have asked for in The Pledge. The Children in Care Council will frequently review the pledges, and ensure we as corporate parents are challenged when needed.

We want this strategy to be a partnership strategy. We will develop it alongside our children and young people to ensure it consistently meets their needs; we uphold the pledges and fulfil our responsibilities as a corporate parent.

We will work closely with our Children in Care Council (SUSO – Speak up Speak Out) and our Care Leavers to continue to ensure our priorities for children and young people are upheld and ensure they change as the needs of our children and young people change. We want to do all we can to support our children and young people to achieve their potential, and we feel strongly that this strategy will further develop and influence the work we do.

By working together we are confident that we can deliver this strategy and give children and young people who are looked after and our care leavers the opportunity to thrive in their families, their schools and their communities.

We continue to be ambitious for our Children Looked After and Care Leavers and we want this strategy to be aspirational. We remain committed to achieving the best possible outcomes for the children and young people for whom we are corporate parents.

Our corporate parenting responsibility does not stop when young people leave care. We want our young people to leave us; we will not leave them. As a corporate parent in Rutland we want:

To ensure the service and support we deliver to our children looked after and care leavers, would be good enough for our child, our young person and our family.

We would like to thank all the children looked after, our young people and care leavers in Rutland for their contribution the Pledges which has supported this strategy being developed and their continued feedback on what matters to them and how well we are delivering our service.

Many thanks



1. Foreword and Introduction

Councillor Richard Foster

Children's Services Portfolio Holder and Chair of Corporate Parenting Board

1.2 Introduction

The Rutland's **Children Looked After and Care Leavers Strategy 2017-2020** has been developed by the County Council and its partners to set out our ambitions for the children and young people in our care. This strategy is exclusively focused on achieving the best possible outcomes for the children looked after and care leavers for whom we are Corporate Parent, and is underpinned by our vision:

To ensure the service and support we deliver to our children looked after and care leavers, would be good enough for our child, our young person and our family.

We have endeavoured to make sure this strategy reflects the promises we have made in The Pledge: Our Promise to Children and Young People in our Care and our Care Leavers.

This strategy is reliant on good partnership working, and we know that the best outcomes for children looked after and care leavers can only be achieved through this. The success of this strategy relies on the commitment of the whole County Council; foster carers and; commissioners and providers of healthcare; schools and colleges and all public and voluntary sector organisations in Rutland which contribute to improving the lives of children and young people in our care and ensuring our care leavers have all they need in their transition into adulthood.

The strategy is built around our Pledges which our children in care council developed. Our pledges are for children looked after and care leavers. This document looks at each outcome in turn providing national and local information, as well as the view of children and young people from Rutland.

Each outcome is then described with a list of outcome statements which give more detail about what we aspire to achieve for children and young people.

We aspire to ensure all Children Looked After and Care Leavers:

Are happy and have good Health and Well Being;

Are safe and in safe and stable placements (including staying put offer);

Achieve their full potential and have access to good education, training and/or employment;

Are listened to and supported to participate in society;

Build positive relationships;

Are prepared for adulthood.

The strategy is accompanied by our Pledge Scorecard which will be reviewed and updated prior to each Corporate Parenting Board and will include feedback from children looked after, care leavers and professionals.

All of the outcome statements and measures identified in the strategy are important and agencies will continue

1. Foreword and Introduction

to seek improvements in all aspects of work with children looked after, the Annual Action Plan provides a vehicle for the multi-agency Children Looked After and Care Leavers Strategy Group to drive improvement in the selected focus areas.

1.3 Associated Plans Procedures and Policies

This strategy has been developed using multiple sources of information to ensure it reflects what is most important to children looked after and care leavers in Rutland:

The Pledge: Our Promise to Children and Young People in Our Care

The Pledge was developed in consultation with our children looked after; it sets out the issues important to children and young people and the promises we have made in response to them.

Children and Social Work Act 2017

The Children and Social Work Act 2017 is an Act to make provision about children looked after, to make other provision in relation to the welfare of children, and to make provision about the regulation of social workers. The Act outlines a number of duties and responsibilities which the local authority must uphold in relation to Children Looked After and Care Leavers.

Rutland Corporate Parenting Board Strategy 2017

The strategy outlines the council's responsibility as a corporate parent

Children Looked After Sufficiency Plan 2017-2020:

In 2017, Children Looked after Sufficiency Plan which outlines our statutory duties and the plans set out the level of need at the time and provision of placement for Children Looked After in Rutland to support sufficient accommodation in the future

State of the Nation Report 1: Children in Care and Care Leavers Survey 2015

This report is first in a series of detailed briefings on the findings of the survey which will cover safety, education, leaving care and other critical issues.

The State of the Nation Report is the 2015 version of the 'Care Monitor' survey of children in care and care leavers which was originally run annually by the Children's Rights Director.

Rutland Children, Young People & Families Plan 2016 – 2019

The Rutland Children's Trust through collaborative partnership approach, supports the development and improvement of service for all Rutland's children and young people.

Ofsted & CQC Inspection Frameworks

The frameworks under which our services for children looked after and care leavers are inspected have been used as a guide to inform the development of this strategy.

1.4 Strategic overview

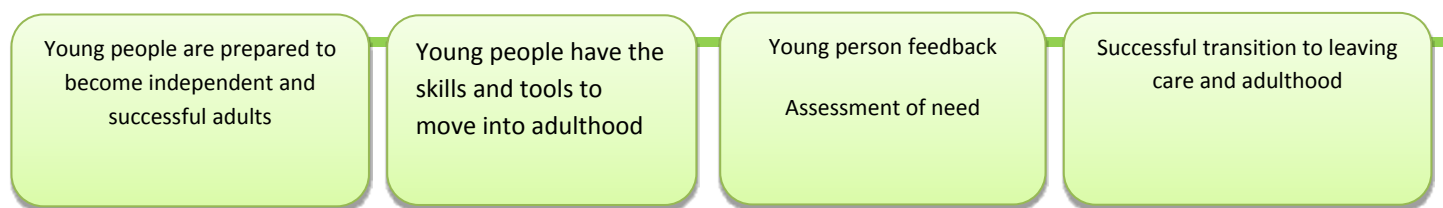
Our Vision

Rutland gives every child and young person who is looked after or a care leaver the opportunity to thrive.

- In their families /foster carers/placement
- In their education, training and/or employment
- In their communities

Our Pledge	Outcomes	Delivery	Measures
Children Looked After (CLA) & Care Leavers (CL) have good health and wellbeing.	Children and young people are emotionally and physically healthy	Health and wellbeing board, Corporate Parenting board	Health Assessments Strengths and difficulties questionnaires
CLA and Care Leavers (CL) are safe and have stable accommodation (including staying put options)	Children and young people are safe from harm and exploitation and report feeling safe	CSE Strategy CLA reviews IRO Advocacy	Feedback from CLA surveys SUSO
CLA & CL achieve their full potential, <i>through accessing education, training and employment</i>	Children/young people have the best learning opportunities and access to activities	Virtual school Personal education plans One page profiles	Improvement in CLA attainment. Increased number of care leavers in EET
Children Looked After and Care Leavers are listened to and participate in society.	Children and young people feel listened to, explained to and fully involved.	SUSO Corporate parenting board Pledges feedback.	Greater placement stability. Greater number of children attending reviews
Children Looked After and Care Leavers build positive relationships	Children /young people have a good relationship with their families, social worker, other professionals and carers	Staying Put Policy Foster carer recruitment strategy Pledge feedback	Greater number of staying put placements Reduced number of placement changes

1. Foreword and Introduction



1.5 Multi-Agency Working

Rutland Social Care will continue to work with Partner agencies and continue to support them in their role to ensure that children, young people who are looked after and care leavers achieve their full potential.

2. Children Looked After and Care Leavers have good health and wellbeing



2. Children Looked After and Care Leavers have good health and wellbeing

As Corporate Parents, we have a responsibility to ensure that the children and young people in our care are in **good health** or are being **helped to improve their health and wellbeing**, and that their health **needs are identified**. To do

2. Children Looked After and Care Leavers have good health and wellbeing

this, we need to consider a child or young person's health needs holistically, and address both physical and mental wellbeing.

We have a responsibility to ensure access to Child and Adolescent Mental Health Services (CAMHS) and therapeutic help and services for learning or physically disabled children and young people. These services must be available for as long as they are required. We also want to make sure that as young people grow up and they leave our care they have the information and support they need to maintain good health into adulthood.

NATIONAL PICTURE

Children's Care Monitor 2013/14

- 85% of the children thought they were healthy or very healthy. Ten percent thought they were unhealthy or very unhealthy.
- 50% of children in children's homes, 45% of foster children and 54% of care leavers said they had **mental health or emotional problems**.
- The rates of emotional, behavioural and mental health difficulties are 4 to 5 times higher amongst children looked after than the wider population.
- Care leavers were much less likely than others to rate themselves as healthy or very healthy; 71% of care leavers rated themselves healthy or very healthy.
- Only 65% of care leavers reported getting enough help to stay healthy, much lower than the 85% reported by children and young people generally.

LOCAL PICTURE

- The timeliness of Initial Health Assessments (IHA) and Review Health Assessment (RHA) has improved significantly in 2017/18 compared to the previous year. We will continue to improve in this area to ensure we're aware of the level of general Health of children in our care and can respond earlier to any health concerns.
- In 2016 the mean average Strengths and Difficulties (SDQ) score for Emotional Symptoms was **3.5** (0-3 is average). SDQs were completed for 70% of eligible children in care. The mean total difficulties score was **15.2** (0-13 is average).
- Our Care Leavers are all offered exit health assessments and their pathway plans include any health needs.
- All our Care Leaver's report getting help and support as needed to stay healthy and know how and where to access support if needed
- 80% of children and young people reported that they made some to all of the decisions about their health
- No children felt decision were made on their behalf
- 3.6 out of 5 of our children and young people within the 'Survey' reported feeling healthy and having their health needs met

OUTCOME STATEMENTS Children and young people...

See themselves as healthy and happy

OUTCOME MEASURES

Direct feedback questionnaire

2. Children Looked After and Care Leavers have good health and wellbeing

Have good emotional wellbeing	SDQ scores SDQ's being available for all RHA's
Have support with their mental health needs when they need it	Access to CAMHS
Have their health needs assessed when they enter care	Completion of initial health assessments
Have their health needs regularly assessed	Completion of annual (or 6 monthly) health assessment
Have ongoing access to health services (including when they have left care)	GP registration Completion of "Important Health Information" for care leavers – 'Clayton File'
Do not misuse drugs and alcohol	Children identified as having a substance misuse problem have access to support
Have good sexual health and access to contraception	C-card registration, low Teenage pregnancy rates
Have good oral health	Regular dental checks completed
Have received immunisations as per routine immunisation schedule	Immunisation rate
Have the opportunity to enjoy physical activities and exercise	Children in healthy weight and height range

YEAR 1 FOCUS

- In the first year we have chosen to focus on five important areas that we feel we need a better understanding of in Rutland: SDQ's, and ensuring these fit in with their health assessments, mental health and emotional wellbeing, initial and review health assessments Dental checks and Advocacy services
- To ensure that all children have an SDQ completed regularly to ensure that we have oversight of the emotional wellbeing of children and young people in our care.
All children will have completed SDQ's and they will be completed prior to their review health assessment so that the assessment is fully informed by their SDQ
- We want our children and young people to have access to mental health service (CAMHS) as well as other specialist therapy as needed and without delay, we will ensure plans are progressed and specialist services accessed as needed.
- In addition, we know that remains very important to ensure we get the basics right for all children looked after, starting with ensuring we complete Initial Health Assessments within timescale for children when they enter care.
- We want to ensure our young people have and are aware of our advocacy service so their voice is heard and we ensure they are listened too.

Our Pledge to children looked after and care leavers based on what they have told is *'to keep them in the best*

2. Children Looked After and Care Leavers have good health and wellbeing

possible health both now and in the future'

3. Children Looked After (CLA) and Care Leavers are safe and have access to stable accommodation (including Staying Put)

As Corporate Parents, we have a responsibility to ensure that the children and young people in our care live in **safe, stable and appropriate homes or families** and that they live in homes which meet their needs and do not move frequently or unnecessarily.

From the age of eighteen young people are no longer legally 'in care' or 'looked after' and therefore fostering arrangements and legislation relating to children placed with foster carers no longer applies. In circumstances where a young person remains with their former foster carer/s after their eighteenth birthday, the arrangement is deemed a "Staying Put" arrangement.

We need to ensure CLA are protected or helped to keep themselves safe from **bullying** and discrimination. We need to be aware of any risks associated with **offending, going missing** or **being sexually exploited** and do all we can to reduce those risks. As young people grow up and leave our care, we need to make sure that they are properly equipped to keep themselves safe and have access help to maintain their safety if needed.

NATIONAL PICTURE

Children's Care Monitor 2013/14

- The top three dangers listed by over 14s in 2013 were, in order with the most frequently listed first, **drugs, alcohol and bullying**. The top three dangers listed by those under 14 were bullying, strangers and drugs.
- Compared with foster children, those in children's homes reported much more bullying by being threatened, and through cyber bullying.
- 92% of the children and young people surveyed in 2013 said they felt very safe or fairly safe in the **buildings in which they lived**.
- Over the last 4 years, there has been a steady reduction in how many children say they **worry** a lot or a little about their safety.
- In 2009, 43% said they worried a little or a lot about their safety, in this 2013 survey it went down to 32%.

LOCAL PICTURE

- Locally we have not seeing an increase in concerns relating to drugs, alcohol or bullying in young people. *Source: Reason for referral.*
- Part of the focus on "Identity" work with carers is being developed around bullying, including cyber bullying.
- We have not seen an increase in concerns around children being bullied in Rutland.
- Locally we have no children in children homes.
- 3.9% out of 5 children and young people in foster care report feeling safe and supported by their carers.
- Placement stability in Rutland is very good and young people report feeling safe. *Sources: CLA review consultation, CLA survey.*

2. Children Looked After and Care Leavers have good health and wellbeing

OUTCOME STATEMENTS Children and young people...	OUTCOME MEASURES
Have a safe place to live	<ul style="list-style-type: none"> • Allegations against carers • Suitable accommodation for care leavers • Quality of external placements
Feel safe where they live	Direct feedback questionnaire
Are safe from sexual exploitation	Referrals/CSE Strategy Meetings
Don't go missing from care	Missing episodes
Go to school every day	School attendance
Are safe from bullying	Training Delivered to carers to include Cyber Bullying
Aren't involved in offending behaviour	Offending rates
Are safe from avoidable injuries	A&E admissions
Are safe from self-harm	Hospital admissions for self-harm

YEAR 1 FOCUS

- Our first focus, which underpins many of the other outcome statements, is to ensure that children and young people in our care, and those who have left care, have a safe place to live.
- Our responsibility includes ensuring our internal foster carers are safe and in addition ensuring that any placement we commission externally keeps our children safe.
- This also includes ensuring that children and young people themselves have appropriate opportunities to speak out if they feel unsafe where they live.
- Because we know that children in care have particular vulnerabilities in relation to CSE and going missing, we are making these issues a focus for our first year.
- With the support of the LSCB, we will continue to strengthen our response to these issues and ensure that all those caring for our children looked after are as well-equipped as possible to address the risks associated with going missing and CSE.
- Our Pledge to children looked after and care leavers based on what they have told is *'they want the most supportive carers who will help them feel happy, safe and well cared for'*
- We want to improve our understanding of the issue of bullying, and think about the best way for agencies to work together to identify and prevent bullying.

4. Children Looked After and Care Leavers achieve their potential, through good access to education, training and employment

4. Children Looked After and Care Leavers achieve their potential, through good access to education, training and employment

As Corporate Parents, we have a responsibility to ensure that every child and young person in our care **attends school or other educational provision** and that they **learn**. We need to provide accurate and timely assessments of their needs, as well as specialist support where it is needed to help them to make good progress in their learning and development wherever they live.

Our children Looked after should receive the same **support from their carer's** as they would from a good parent in relation to their schooling. It is important that we support children and young people to explore their talents in other areas and provide opportunities to take part in **activities outside of school and participate in society**.

As young people grow up and leave our care we need to support them to engage in **further education or training, or move into work**.

NATIONAL PICTURE

Children's Care Monitor 2013/14

- 88% of the children rated their **education as good or very good**, and 2% rated it as bad or very bad.
- 81% of the children and young people in education said they were **doing well or very well** in their education; 4% said they were doing badly or very badly.

LOCAL PICTURE

- Young people in Rutland rated their education in Rutland as 3.9 out of 5, and talk highly of the provision they access. *Source: CLA Survey*
- At Key Stages 1 and 2, children looked after in Rutland perform above national average in reading and maths, but below in writing.
- Children Looked After are also progressing very well between KS1 and KS2, and the gap between CLA and their peers is rapidly closing.
- Just under a third of Children Looked After make expected progress in English and Maths between KS2 and KS4, and GCSE results are improving.
- High percentage of our care leavers are in education, training and/or employment. *Source: Monthly Performance scorecard*
- We are above the national average with regards to educational attainment for our CLA and Care Leavers.

4. Children Looked After and Care Leavers achieve their potential, through good access to education, training and employment

OUTCOME STATEMENTS Children and young people...	OUTCOME MEASURES
Go to school every day	School attendance
Are supported to remain in the same school	Exclusion rates / School moves
Achieve the best results they can in primary school	Age Related Expectations in reading, writing and maths
Make good progress each year in school	Expected progress in reading, writing and maths/English and Maths
Leave school with good GCSE results	Age Related Expectations in English and Maths (at GCSE)
Are supported to attend school in Rutland where possible	Out of county placements
Remain in education or training or move into employment after leaving school	EET figures for care leavers
Have the opportunity to access a university education	University attendance amongst care leavers
Enjoy learning and school life	Direct feedback questionnaire
Have the opportunity to join in out of school activities	Through C&YP feedback through PEP form
Are supported to succeed in their chosen out of school activities	Case study examples

FOCUS FOR YEAR 1

- We know that education is important through all stages of childhood and adolescence, and every child looked after has a Personal Education Plan which reflects this.
- We need to improve the quality of Personal Education Plans (PEPs) which is a clear focus.
- Across the county as a whole, the proportion of children looked after securing 5 GCSEs at A*-C (including English and Maths) requires improvement as does the proportion making expected progress in reading, writing and maths by the end of primary school.
- With that in mind, in the first year of this strategy we will concentrate on supporting young people to achieve the best progress they can and the best results they can at GCSE level.
- This strategy also includes care leavers, and in Year 1, we will also focus on supporting young people to remain in education or training, or move into employment after they have left school.
- We are ambitious for all of our children looked after and we want to support them to meet their potential in whatever area their talents lie.
- For some young people, we hope that this will result in the opportunity to attend university and we want to promote that possibility and support them through that process.

5. Children Looked After and Care Leavers are listened to and supported to participate in society

5. Children Looked After and Care Leavers are listened to and supported to participate in society

As Corporate Parents, we have a responsibility to ensure that we listen to the **wishes and feelings** of all children and young people in our care and them into account when making decisions. This responsibility extends from frontline social workers, to the most senior decision-makers.

Children Looked after and young people should be seen by their social worker alone and understand what is happening to them, they should be involved in developing plans relating to their care, education and future. Children Looked After and Care Leavers should be helped to understand their **rights and responsibilities** and have **access to an advocate and independent visitor**.

Children and young people's views should be represented by our Children in Care Council which is regularly consulted about services that affect them.

5. Children Looked After and Care Leavers are listened to and supported to participate in society

NATIONAL PICTURE

Children's Care Monitor 2013/14

- Nearly two thirds of the children (64%) said their **opinions** were usually or always asked on things that mattered to them. 10% said their opinions were not usually, or never, asked.
- Overall, over half the children (55%) said their opinions usually or always **made a difference to decisions** about their lives, while 14% said their decisions didn't usually or ever make a difference.

LOCAL PICTURE

- We have improved the way we include children and young people in CLA Reviews to improve the way they participate and ensure their voice is heard.
- Some children locally reported feeling listened to well and some felt this was an area we needed to improve and we will. *Source: CLA Survey*
- We have focussed on ensuring that children and young people out of county have the same opportunities to take part in decision making and receive the same information as those living in Rutland.
- All Children looked after contributed fully to our Pledges which set out our promises to them. This document has played an important part in developing this strategy.
- We send out a survey each quarter which gathers young people feedback on the pledges and ensure they feel their needs are being met.
- 87% of children and young people felt their carer or social worker listened to them some of the time
- 93% felt they could share their wishes and feelings about the support they received with tier social worker

5.1 Children in Care Council

The Children in Care Council – Speak Up, Speak Out (SUSO) is run by and for children and young people in care. It is to help improve being in care. SUSO organises regular events and activities where young people can share their views and meet others who understand what it is like to be in care. SUSO meet regularly with senior managers including the lead member for children's services to put young people's views forward and agree what needs to change.

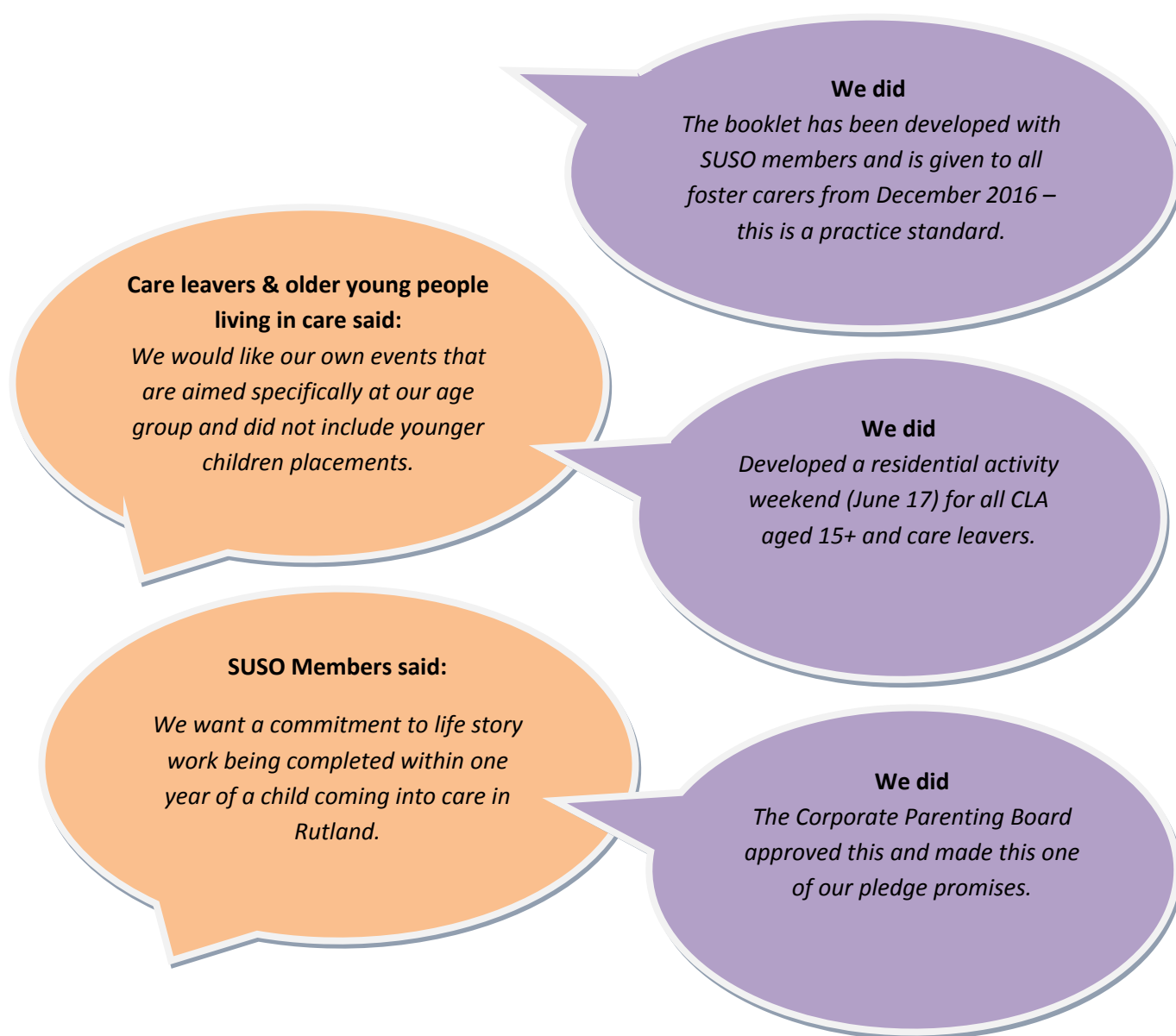


Some of the changes SUSO has made so far:

SUSO Members said:

We want foster carers to be given a 'welcome to the family' booklet to complete in order to help support young people placed in emergency foster care placements.

5. Children Looked After and Care Leavers are listened to and supported to participate in society



OUTCOME STATEMENTS Children and young people...	OUTCOME MEASURES
Are involved in making plans and giving feedback about their care	Participation in CLA Reviews and Foster Carer Reviews
Are involved in making plans about their future	Pathway Plans completed
Are involved in making plans about their education	Personal Education Plans (PEPs) /EHC Plans completed
Have chance to talk to their social workers alone	Case recording

6. Children Looked After and Care Leavers build positive relationships

Have chance to give feedback about the support they've received	Through case audits
Know how to make complaints if they want to	Number of complaints made Direct feedback
Can access support from an advocate if they want to	Number of children with an advocate
Have chance to tell us if we have kept to The Pledge	Pledge evaluation
Feel listened to	Direct feedback questionnaire Direct consultation

FOCUS FOR YEAR 1

- During 2017/18 we are going to focus on making sure that children and young people have opportunity to be actively involved in making plans and giving feedback about their care, their education and their future.
- This includes Personal Education Plans, Education Health and Care Plans, Pathway Plans and taking part in LAC Reviews.
- We want to make sure we continue to use and develop creative and inclusive methods to ascertain the wishes and feelings of children in our care and ensure that they are reflected in plans made about their lives.
- We will also focus on making sure that children and young people feel listened to. We will keep looking for improvements in the ways we communicate with and feedback to children and young people, so that even at times when we aren't able to make the choices they want us to, we keep doing our best to explain why.

6. Children Looked After and Care Leavers build positive relationships

As Corporate Parents, we have a responsibility to ensure that children and young people in our care have appropriate, carefully assessed and supported **contact with family and friends** and other people who are important to them. We should also seek to place children and young people with their brothers and sisters when this is in their best interests.

At the same time, we need to support children and young people to build **positive relationships with the adults caring for them**. We know that this underpins positive outcomes in many of the other areas discussed in this strategy.

It is also important to help children looked after understand their lives and their identities through life story work that is effective and provided when they need it.

6. Children Looked After and Care Leavers build positive relationships

NATIONAL PICTURE

Children's Care Monitor 2013/14

- By far the main reason for children saying they should not have come into care was that they had **wanted to stay with their family**. Almost one in six disagreed with the view that they weren't being looked after properly at home.
- Even though the law now says that visiting **social workers should speak to children in care in private**, only 40% of children in this year's monitor told us this happens on every visit.
- Almost a third of children (31%) had already had more than three **different placements** in care so far. 10% had already lived in eight or more different placements. 55% said there had been **no choice** of placement the last time they moved.

LOCAL PICTURE

- All children responding to Rutland's Children Looked After survey stated that they know why they are in care. Answering the question "Did someone explain to you why you no longer live with your parents?" [where 1= I wasn't told anything and 5 = I was told everything] children gave an average score of 4.7 out of 5.
- Children in care receive appropriate visits and these include the child (age appropriate) being seen alone, data shows that 100% are seen in timescale and where appropriate seen alone.
- 93% felt they could share their wishes and feelings about the support they received with their social worker
- Rutland continues to demonstrate stable fostering placements. Very few children have experienced 3 or more placement moves within 12 months. In March 2017 71% of children looked after for two and a half years were in the same placement for over two years.
Source: Monthly Performance Scorecard
- 3.7 out of 5 is the average mark children and young people give their experience of being in care
- 86% felt supported in having contact with their family. Source: CLA Survey

OUTCOME STATEMENTS Children and young people...	OUTCOME MEASURES
Are supported to maintain meaningful contact with their birth families (where appropriate)	CLA reviews/pathway plan reviews
Are supported to become part of the community where they live	Out of county placements "From a distance" audit
Have an understanding of safe and positive relationships	CLA reviews/pathway plan reviews

7. Young people are prepared to become independent and successful adults

Are supported to maintain positive relationships with the people they live with	Placement Breakdowns
Are supported to manage the ending of relationships positively	Placement Breakdowns
Have as few changes in social worker as possible	Changes in social worker
Feel positive about their relationships with friends and family	Direct feedback

FOCUS FOR YEAR 1

- We know from The Pledge, and consultation as part of developing this strategy, that contact with parents, siblings and other family members remains an important issue for children and young people in our care.
- In the first year of this strategy we will focus on continuing to improve the way contact is supported, including the way we support young people to maintain positive contact with birth families after they have left care.
- Whilst we have good levels of placement stability, we have seen an increase in placement moves in the last year.
- We will focus on supporting children and young people to develop and maintain positive relationships with their carers, enabling greater stability and a happier experience of the place where they are living.
- As part of the action plan in the first year, we also want to focus on the best way to support children and young people to manage the ending of significant relationships in their lives in the most positive way possible.

7. Young people are prepared to become independent and successful adults

Our responsibilities as Corporate Parents don't end when a young person turns 18. We continue to have a responsibility to ensure that young people who have been in our care have a suitable place to live and the opportunity to access education, training or employment. Some young people, for example those with disabilities or mental health needs, will need to access support from adult services after they turn 18. We have a responsibility to support their transition into those services.

As we would expect from all good parents, we need to begin preparing young people in our care to move into adulthood before they turn 18. We have a legal responsibility to ensure that every young person has the opportunity to participate in developing that plan.

7. Young people are prepared to become independent and successful adults

NATIONAL PICTURE

Children's Care Monitor 2013/14

- 11% of those about to leave care told us that they were **not getting any help** they needed in preparing for their future life after care.
- The percentage of those about to leave care saying they are getting help **to prepare for getting a job** has fallen steadily over recent years, from 60% in 2010, down to 50% in 2013.
- 69% of care leavers said that they were living in the **right accommodation** for them, and 24% that they were not.
- 62% of care leavers said they had a **pathway plan**; 18% didn't know what a pathway plan was. 6% knew what a pathway plan was but said they definitely didn't have one.

LOCAL PICTURE

- Young people tell us they feel ready for independence. *Source: CLA Survey*
- 73% of our young people reported that had been given sufficient support in developing their life skills to be independent
- 97% of our young people reported being encouraged to develop their independent living skills such as cooking and cleaning.
- The majority of our care leavers are in education, training and/or employment *Source: Monthly performance scorecard*
- Almost all of our care leavers live in a safe, suitable and stable environment: *Source: Monthly performance scorecard*
- All our young people/care leavers have a pathway plan *Source: Monthly performance scorecard*
- 80% of our young people reported they felt involved in their pathway plan
- 4.5 out of 5, is where young people rated their future. *Source CLA Survey*

7. Young people are prepared to become independent and successful adults

OUTCOME STATEMENTS Children and young people...	OUTCOME MEASURES
Have a Needs Led Assessment to ensure all needs are identified and met	CLA Review and monthly data
Have an understanding of their own needs and the support that is available to them	CLA reviews and pathway plans
Have a robust pathway plan to support independence	IRO reporting
Have access to their files as requested and supported to understand their journey	Governance
Have access to adult services as required to ensure their needs continue to be met	Referrals to adults services and the timeliness to be measured
Have a Independence Passport	Data, CLA reviews

FOCUS FOR YEAR 1

- In the first year of this strategy we will focus on continuing to improve the access young people have to Staying Put to ensure young people have the right support
- We want to ensure young people who are ready for and wanting to move into the way contact is supported, including the way we support young people to maintain positive contact with birth families after they have left care.
- We will focus on supporting young people to develop and maintain positive relationships with their families and carers, enabling greater stability and a happier experience and support into adulthood.
- All young people will have an independent passport and needs led assessment which will fully identify and address their needs to ensure they have all the support require enabling them to move in independent living.

8. Delivery of the Strategy

The Strategy is accompanied by our **Ofsted Next Steps Plan** which will drive forward improvement outcomes for children and young people. The Action Plan has a number of recommendations which will be addressed through 2017/18.

We have our Pledges which will further support and monitor this strategy and ensure it is effective as well as holding us to account for areas which do not progress.

This Strategy will be reviewed along with the Pledges prior to each Corporate Parenting Board to ensure we progress in delivering the best possible service to our children looked after and Care Leavers.

This Strategy to be Multi-Agency, we want to work closely with partners as this is the best way and to ensure that Children Looked After and care leavers receive the best possible outcomes.

As a multi-agency and as corporate parent we all will:

- Provide oversight of the actions associated with their outcome
- Offer their expertise in developing realistic and meaningful actions
- Act as champions for their outcome within their organisations

Relevant professionals from across different partner organisations form the multi-agency **Corporate Parenting Board**. This group, will monitor progress and support activity within the Next Steps Action Plan. Regular updates on progress will be delivered to the **People Directorate Management Team** and **Children in Care Council**.

Twice a year, progress will also be reported to the **Corporate Parenting Board** with an annual report provided to the **Children and Young People's Scrutiny**. It is important that the governance of this strategy reflects its multi-agency nature, and as such, updates will also be provided to the **Children's Trust, Board** and **Leicestershire and Rutland Safeguarding Children's Board** as appropriate.

At the end of the year, all of the actions and all of the outcome statements within the Strategy will be evaluated.

Children and young people will be a key part of this evaluation and will be invited to give their feedback on how things have improved during the year, and what we need to focus on next. Based on the end of year evaluation, the Children Looked After and Care Leavers Strategy Group will identify a set of outcome measures which will be the focus of the next year's Annual Action Plan.

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CABINET

19th December 2017

OAKHAM ENTERPRISE PARK DEVELOPMENT STRATEGY

Report of the Director for Places Development and Economy

Strategic Aim:	Building our infrastructure	
Key Decision: Yes	Forward Plan Reference: FP/140717	
Exempt Information	<p>Yes</p> <p>Appendices E, F & G & I are marked as “Not For Publication” because they contain exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, namely information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>	
Cabinet Member(s) Responsible:	Cllr Oliver Hemsley, Deputy Leader & Portfolio Holder for Growth, Trading Services & Resources (excluding Finance)	
Contact Officer:	James Frieland Economic Development & Tourism Manager	Tel: 01572 758376 jfrieland@rutland.gov.uk
Ward Councillors	Councillor June Fox (Exton)	

DECISION RECOMMENDATIONS

That Cabinet:

1. Endorses the proposals and recommends to Council that it approves £1.77m capital funding to facilitate the infrastructure works & construction of new buildings under development Phase 2a.
2. Approves £420,000 capital funding to facilitate construction of the new access road and improvement of the existing road infrastructure.
3. Approves adoption of the draft development strategy for the OEP site and delegates management of approved capital schemes to the Director for Places Development and Economy in consultation with the Portfolio Holder for Growth, Trading Services & Resources and the Oakham Enterprise Project Board.
4. Delegates authority to the Director for Places Development and Economy in consultation with the Portfolio Holder for Growth, Trading Services & Resources and the Oakham Enterprise Project Board to negotiate and enter into necessary legal agreements for the build of industrial units on the site following a procurement process and for the subsequent lease of the units.
5. Authorises the Director for Places Development and Economy, in consultation with the Portfolio Holder for Growth, Trading Standards & Resources and the OEP Project Board to determine a procurement route, award criteria and if a suitable supplier or suppliers are identified move forward and award contracts for the works detailed in this report.

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is for Cabinet to consider and approve the long-term development strategy for the site. It also presents for approval a business case for the investment of £2.2m to develop the central area of the site at OEP. This will facilitate optimisation of the site in accordance with relevant sections of the Constitution.
- 1.2 In certain circumstances it is necessary for the Council to act quickly to take progress opportunities as they arise, namely to accommodate additional business tenants for the Council thus maintaining a revenue stream and ensuring an appropriate rate of return on its investment.

2. BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 The Council's Corporate Plan 2016-2020 states that the Council will "plan and support future population and economic growth in Rutland to allow our businesses, individuals, families and communities in reaching their full potential".
- 2.2 In 2013 the Council completed the purchase of the Oakham Enterprise Park site for £1.4m (including Stamp Duty and Legal Fees). This represented substantial value for money for a 25 acre site with existing buildings and facilities. This was supported by the valuation of the site during the diligence process which identified the site could potentially be worth up to £100k per acre.
- 2.3 A further £2.1m was earmarked for investment in conversion works to the former prison buildings to render them suitable for commercial occupation. This brings the total capital investment in the site to £3.5m.
- 2.4 An independent valuation report by Innes England in 2015 valued the site at up to £250k per acre and this was supported by the Council's Affordable Housing Viability Study.
- 2.5 It should be noted that the sale to the Council by the Ministry of Justice (MOJ) includes a clawback in the event of the sale or lease of any part of the site for retail or residential use within a 25 year period expiring 2037. In such a case, 50% of any uplift in value of the site would need to be paid to the MOJ. This strengthens the case for the site to be developed for commercial occupation although the Council may at some stage wish to consider sale of all or part of the asset to generate a capital receipt.
- 2.6 Gross rental income in 2017/18 is forecast to be £438k but this is projected to reach £592k by 2027. The reason for this movement is shown in the table below:

Description	Amount (£000)
New units coming online	23
Full year occupancy (compared to 2017/18)	20
Known rental incomes (based on current leases)	19
Inflationary increases	92
Total	154

- 2.7 The inflationary increase equates to approximately 2% per annum over a 10 year period based on the forecast income for 2017/18.
- 2.8 The Council also benefits from increased levels of business rates, currently generating £214k annually but with reductions for small business rate relief of £101k leaving £113k due from ratepayers. Rutland County Council receives £55k (49%) of this additional income.
- 2.9 Further benefits arise from businesses located at OEP as they buy from and supply to other local businesses thus contributing to the overall economic prosperity in the County and wider regional area. The Council occupies two of the buildings itself. These are the Active Rutland Hub which the Council operates and sub-lets to two primary sports club tenants (rental income totalling around £36k) with additional income being generated from the hire of the dance studio and all weather pitch. Part of Unit 16a is occupied as the Rutland Adult Learning & Skills Service (RALSS), a partnership with Peterborough Regional College for which a rent of £25k per annum is collected.
- 2.10 The original project outcomes and targets are shown in the table below:

Project Objective	Outcome	Target	Current position
Unlocking buildings of a suitable size, type and tenure that inhibit business start-up, retention and growth.	Remediated business space made available to market by 2018/19 Remediated business space taken up by 2018/19	103,000sqft 77,000sqft	106,000sqft excluding the Events Zone at 153,000sqft
Facilitating business start-up and early stage business support	Businesses supported & jobs safeguarded/created by 2018/19	Businesses 35 Jobs 250	Businesses 104 Jobs 240
Creating sustainable land & accessible location for new employment facilities	Clearance & remediation of part of the site for new build (2.6 acres)	Demolition complete	Demolition complete
Reusing existing sports facilities for wider community use	Delivering 14,000sqft remediated sports facilities Club success & membership growth Establishment of new clubs & activities	14,000sqft Achieve Achieve	14,000sqft Achieved Achieved

- 2.11 Oakham Enterprise Park now provides around 106,000sqft of floorspace to over 100 tenants. This is referred to as 'Phase 1' and the site has reached current capacity. It is now an established & trusted brand within the local community and offers a wide

range of facilities including a day nursery, sports centre, adult learning hub and recreational events zone. The OEP brand is also recognised well beyond the county's borders with over 40% of tenants at the site investing into Rutland from other areas including Leicestershire, Lincolnshire and Northamptonshire.

- 2.12 Average void rates for larger industrial units are quoted at 5.8% for the East Midlands and 4.1% for East of England (source: Savills 'Big Shed Survey', July 2017). At the time of writing, Oakham Enterprise Park has two industrial units vacant equivalent to 4.92% of available floorspace. Both of these have firm interest and occupancy of the larger unit has been delayed by a decision not to continue to let it for leisure use due to associated parking problems. An allowance of 6% has been incorporated into the business plan as a void provision.
- 2.13 The Active Rutland Hub (ARH) located at OEP has become increasingly popular with local sports clubs who have relocated to the site to grow their membership and utilise the excellent facilities to optimise competitive standards.
- 2.14 Two primary tenants of the ARH are Vale Judo Club and Oakham Artistic Gymnastic Academy and between them they have over 600 children attending weekly sessions. Other activities include trampolining, football, dodgeball and inclusive multi-skills and the building also provides a base for exercise referral and fall prevention schemes. Vale Judo Club is now one of the largest judo clubs in the East Midlands and hosts large competitions.
- 2.15 OEP has also proved popular as a filming location for several high profile TV productions which has attracted additional investment from hire fees and created significant incidental benefits for the local tourism economy.
- 2.16 The OEP project was a recent finalist in two national awards; the Municipal Journal Achievement Awards 2016 "Commercialism in the Property Estate" and the Local Government Chronicle 2016 "Entrepreneurial Council of the Year". It also received a commendation in the Municipal Journal Achievement Awards 2015 for the "Innovation in Finance" category. This gained the Council national recognition and OEP has since featured in several national media publications including the Financial Times as a good example of local authority innovation (APPENDIX H).
- 2.17 On 19th July 2016, Cabinet approved investment of £500k to develop the central site area referred to in this report as 'Phase 2a'. The Council is currently reviewing its capital investment projects in order to become more commercial and ensure that desired outcomes, particularly yields, are optimised across the Council's estate. As a result of changes in the market and tenant demand, a new approach has been developed for Phase 2a. This is reflected in this paper.

3. Development Strategy

- 3.1 To date, existing buildings have been used with a wide range of former prison workshops and administrative facilities being converted to accommodate business tenants. Exceptions to this are the two recently constructed modular buildings currently tenanted and operating as The Rutland Cookery School and The Rutland Cake Company. The latter was constructed by the tenant on a ground rent agreement.

- 3.2 Approximately 12 acres of land on the site remains vacant and a phased development strategy is hereby proposed for adoption (APPENDIX A). The objective of this is to drive ongoing investment into OEP and the resulting benefits for the local economy with a particular focus on attracting inward investment.
- 3.3 Detailed ground investigations would form part of future development phases so, whilst assumptions have been made that the land is likely to be viable for redevelopment, residual contamination from previous uses, latterly as a prison and originally as a military base remains a possibility.
- 3.4 The phased approach will enable the Council to continue to benefit from the existing revenue stream from lease of the events zone to the east of the site and from ad-hoc income from use of these areas for additional activities including film location hire until such time as Phase 2 is complete and works are ready to be commenced in other areas.
- 3.5 The anticipated development zones are illustrated in APPENDIX B and summarised in the table below:

Phase	Development Type	Site area (ha)	Estimated floorspace potential (sqft)	Est. annual rental value	Est. Job Creation (FTE)
2a	Industrial	0.63	20,000	£100k	40
2b	Industrial/Start-up	0.60	25,000	£150k	49
3	Office/Start-up	0.30	10,000	£100k	77
4a	Office	2.00	20,000	£200k	154
4b	Office	0.22	10,000	£100k	77
5	Industrial	3.51	100,000	£500k	198

- 3.6 OEP is Rutland's primary business park. As it develops, it will continue to have a clear synergy with the new serviced business centre at Barleythorpe (The King Centre) and any future commercial sites in which the Council may decide to invest, including potential for an enterprise zone as part of the St George's project.
- 3.7 The Employment Land Availability Assessment carried out by the Council in 2015 advised that Rutland would require around 29.09 hectares (72 acres) of commercial development land to ensure adequate provision to 2036.
- 3.8 Phasing is proposed to commence with industrial units at the centre of the site along with supporting new road infrastructure to unlock outlying areas of the site which are currently difficult to access.
- 3.9 New construction will primarily be industrial accommodation being a mixture of large warehouses and small workshops but this may change depending on local demand fluctuations and inward investment requirements.
- 3.10 Elements of office space are also included but these are proposed for areas of the site which are closest to existing residential areas to the north and south where disturbance from industrial operations needs to be considered.

- 3.11 There continues to be significant demand for industrial units and this is likely to grow over the coming years. Most enquiries for larger units (mostly in the 5-10ksqft range) tend to favour a freehold option but as such opportunities in the county are very limited, long leases in excess of 20 years are also popular.
- 3.12 Demand for small workshops of up to 5,000 sqft remains strong and there is a growing waiting list of tenants seeking such premises with a clear preference for roller shutter access. The location of such units within Oakham Enterprise Park enhances desirability due to the secure nature of the site with good access and ample parking.

4. PROPOSED PHASE 2A

- 4.1 Prior to the proposed commencement of Phase 2a, only one new building has been constructed by the Council being an 800sqft (74.3 sqm) modular unit with a total installation cost of £67k. It has been occupied by a tenant since completion in January 2017 and generates an annual rental income of £7.5k. With the modular building itself costing £40,000, a significant amount was required to facilitate new utility connections. Once these are in place, the cost of connecting additional units in the vicinity will be much lower, i.e. construction of further units becomes more efficient.
- 4.2 The first of the new build phases, 'Phase 2a', proposes redevelopment of the central area of the site. This was formerly occupied by four large three-storey 1960s prison cell blocks that were demolished in 2014. This was complicated by the presence of asbestos requiring specialist removal and a significant presence of large reinforced concrete foundation pads.
- 4.3 Much of the concrete from the previous buildings was crushed, graded and stored on site to be recycled in future groundworks and reduce the need to import new material. A large pile of aggregate material therefore currently occupies this part of the site, immediately adjacent to the main entrance gates, which is becoming increasingly overgrown and unsightly to the detriment of the wider business park.
- 4.4 Phase 2a proposes two main elements being a new access road to link the main entrance with future development areas and two new 10,000sqft warehouse buildings. A proposed timeline for the project is attached as APPENDIX G.
- 4.5 A detailed cost estimate is shown in the table below. This is based on a feasibility study by professional design consultants procured earlier this year. Although considered reasonably accurate, should be used as a guide as prices may be liable to change. This is due to detailed ground condition assessments not yet having been undertaken and market fluctuations.

Industrial Units	Cost (£000)
2 no. industrial units at 10ksqft each inclusive of prelims & design fees etc	£1,770
Road Works	
Break out existing roads & kerbs <ul style="list-style-type: none"> • Break out concrete slab – 150mm thick • Cold plane existing tarmac • Break out kerbs & remove 	

<ul style="list-style-type: none"> Remove reinforced prison fencing 	£104
New Road <ul style="list-style-type: none"> Construction of tarmacadam road Earthworks, drainage etc Kerbs to existing 	£170
Additional Works <ul style="list-style-type: none"> Totem signage, main gate 	£2
Total preliminaries (14%)	£38
Overheads & profit (10%)	£31
Contingency (10%)	£34
Professional & design fees	£38
Planning application fees	£10
Building Control fees	£3
Total	£2,200

- 4.6 At an estimated market rent of £5/sqft for the new warehouse buildings, gross revenue of £100k per annum would be generated for the Council. Gross business rates are estimated at around £48k and there are additional benefits to the local economy including creation of new employment opportunities. Assuming a light industrial use, based on employment to floorspace ratios in the Council's Employment land Assessment (2016) of 47m2/FTE, new job creation could be estimated at around 40 FTE posts for the two new buildings. A storage/distribution lease is likely to see a reduction in employment opportunities but would increase market interest.
- 4.7 The estimated cost for the two warehouses, including car parking, loading & turning space is estimated at £1.76m. Ridge & Partners LLP were engaged in March 2017 via a framework to provide this cost estimate which is based on a fully inclusive rate of £88/sqft using RICS Building Cost Information Service (BCIS). It is a base cost with a risk allowance of around 10%. A detailed cost breakdown for the new buildings will be available once detailed designs have been commissioned along with accurate ground surveys.
- 4.8 Building regulation fees for the new buildings are estimated at around £3k and planning application fees will be £10k. These have been included in the cost summary table above.
- 4.9 The groundworks and roadworks associated with Phase 2a will facilitate future development of Phase 2b as the surrounding area will need to be cleared and prepared for redevelopment with new utility provisions put in place where necessary.
- 4.10 They will be designed very much with flexibility in mind to optimise market appeal and make them suitable for straightforward subdivision to form several smaller units if required. This will reduce the risk of void periods in the event of future economic downturns. It is proposed that once the groundworks are completed, the first unit will be constructed and let before the second one is constructed.
- 4.11 Regular interest has been received in units of this size from business located outside Rutland and this has been summarised in exempt APPENDIX I. In each case however, prospective tenants have been deterred by the lack of a physical building to view and with occupation typically being required within six months, an unrealistic timeframe for the Council to meet. Three local companies are currently interested in

leasing large new builds at OEP and have been unable to find suitable alternatives within Rutland. The Council would seek to enter into an agreement for lease on the first unit prior to construction commencing although it is requested that this is not set as a condition of approval so that construction is not unduly delayed; having a building ready to occupy will attract more market interest.

- 4.12 As outlined in paragraph 4.1 of this report, modular buildings present the Council with a more attractive return on investment (around 11%) with a shorter payback period of about 9 years based on an 800sqft example. However, there are other areas of the site which would better suit this type of building including future development phases. The example referred to was sited on existing tarmac so there would also be significant ground preparation costs for the central site area to be added.
- 4.13 They are not suitable for larger business operations or industrial use, have a shorter life-span compared to those being proposed and would not address the growing demand for large warehouses. There is therefore a risk of expanding businesses either moving out of Rutland altogether or deciding not to relocate to the county in the first place.
- 4.14 The second component of Phase 2a is a 7.3m wide industrial grade access road (shown as 'Road A' on APPENDIX C) which is proposed to run from the main entrance gate, across the centre of the site to join up with Phase 5 which is currently occupied by a collection of small workshop units, the Events Zone and the grass field (former football pitch).
- 4.15 At present, circulation around the site is very restricted for HGVs. Daily articulated deliveries to Unit 17 (a commercial kitchen operation) for example struggle to negotiate several pinch points and have to resort to dangerously tight manoeuvres in close proximity to the Active Rutland Hub which is frequented by young children and their parents and are often forced to drive onto grass areas to get through.
- 4.16 The primary access road will significantly reduce traffic flows around and through the main car park serving the Active Rutland Hub and several low volume office units and workshops. It will also present the Council with new development options (see Phase 4a on APPENDIX B) for this area as a result of the reduction in vehicular access requirements.
- 4.17 Two secondary access roads (marked B & C on APPENDIX C) will be widened to 6.75m to improve HGV access & circulation to the existing industrial zone and future development Phase 3.
- 4.18 The original concrete prison roads remain in use but their condition is deteriorating with the concrete crumbling in places especially where the road passes over utility ducting due to the considerable additional traffic which far exceeds that for which they were originally designed.
- 4.19 A new junction will be formed inside the main entrance to improve traffic flow and safety. Specialist traffic modelling & design consultants Morgan Tucker provided detailed design guidance on the road layout around the site in 2016 which have been used to plan the proposed improvements under Phase 2a and for subsequent phases. The Council's Highways team have been consulted and their comments have been included in section 6 of this report.

- 4.20 The estimated cost for the new Road A and improvements to Roads B & C is £420k and it is recommended that this investment proposal be supported regardless of the decision on Phase 2a. This infrastructure investment will greatly improve the existing traffic flow and pedestrian safety around the site, extend the life of existing roads and provide essential access to the proposed future development phases located to the rear (east) of the site.
- 4.21 Improved access to future development phases will increase the rental value of commercial properties constructed thereon. For example, with enhanced access, it would not be unreasonable to increase the charge per square foot for Phase 5 by 10%, generating an additional £50k per annum for the proposed 100ksqft floorspace. A better access road will also improve the appeal of these areas to a wider market sector.
- 4.22 The proposals will transform the existing 'scrubland' in the central site area to tarmac hardstanding which will have a positive impact upon asset value.

5. PLANNING CONSIDERATIONS

- 5.1 Under planning permission 2013/0192, the site currently has planning consent for industrial & office use (Planning Use Classes B1, B2 & B8) along with elements of assembly & leisure (Class D2). The events zone, being primarily used for Airsoft wargames has consent for 'sui generis' (unique) use because shooting related activities are excluded from the standard 'assembly & leisure' category. The existing planning consent granted outline permission for the central development area but reserved matters will need to be submitted by 9 May 2018 in order to keep the outline consent valid.
- 5.2 If the proposal is supported, an outline application will need to be submitted for the wider site for consideration by the Council's Planning & Licensing Committee. If approved, planning applications for future development phases will cover reserved matters only which will simplify applications for new buildings going forwards.
- 5.3 The former prison football field with an area of around 3 acres located to the east of the site has no current planning consent in place as it was intentionally omitted when the original planning application was submitted in 2013 due to an anticipated objection from Sport England at that time. Dialogue with Sport England has recently taken place and they have confirmed in an email that they are no longer likely to object to a potential planning application given that the previous shortage of community football facilities in the Oakham area has subsequently been addressed. Additionally, it is noted that, being a former HMP facility, the field at OEP was never considered a community asset.
- 5.4 A Supplementary Planning Document (SPD) for the site, adopted in January 2013, sets out the framework for development. In particular, Policy CS6 states that "The Council will seek to ensure that any re-use or redevelopment of former military bases or prisons is planned and developed in a comprehensive and co-ordinated manner.
- 5.5 A preliminary enquiry (ref 2017/0365/PRE) has been submitted to the Council's Development Control section seeking feedback on the revised development strategy and Phase 2a proposal.

- 5.6 A response has been received from a Planning Officer which draws the Council's attention to the existing planning consent referred to in para 5.1 of this report and the expiration of the outline consent for the central development area in May 2018. It further refers to the former prison football pitch and recommends that confirmation from Sport England is sought that they are no longer to object to the development of this area. This has been done as outlined in para 5.3 above.
- 5.7 The Planning Officer advises that planning is unlikely to have any concerns with the new warehouses as proposed and advises that the design of the buildings, together with provision of adequate parking are likely to be the main issues. This will be addressed by detailed plans should the project proceed to planning application stage.
- 5.8 There is no planning objection in principle to the future development phases (Appendix B) but it is requested that consideration be given to the layout of new buildings, particularly in Phase 5, and the possibility of keeping them away from site boundaries in order to "avoid their prominence and appearing as cramped tight to the edge". The response goes on to state that parking & circulation space should be located between the buildings and the boundary where possible and suggests that a landscaped buffer would help assimilate the development with the adjacent open countryside.
- 5.9 More controversial elements of the proposed development strategy are suggested to be alternative site uses including residential development as the site is subject to employment protection policies in the current Core Strategy and it is also remote from a sustainable settlement. Living amongst an employment area where Class B2 (industrial) uses could be carried out is not conducive to residential amenity and due to loss of employment protected land. For these reasons, the planning officer concludes that residential development is unlikely to be acceptable without a significant shift in planning policy along with assurances that amenity could be protected.
- 5.10 The proposed commercial development of the former football pitch has been discussed with Sport England to confirm whether their previous anticipated objection to the loss of the grass field has been negated by the significant improvements to local football facilities in the Oakham area. An email from Sport England's Planning Manager in June 2017 advised that they "should not have an objection to the loss" and that "the new showground site could...accommodate growth for Oakham".

6. CONSULTATION

- 6.1 Professional consultants, Ridge & Partners LLP, have been engaged to carry out a feasibility study for Phase 2a and to design a suitable new road layout which forms the basis for the attached appendices B & C.
- 6.2 Feedback from the Council's Highways section advises that the parking standards as indicated on APPENDIX B, are acceptable. Some further detail is required for the proposed new road and for those to be improved relating to width but, along with tracking to evidence unimpeded passage of HGVs around the site this will form part of a detailed planning application.

- 6.3 Highways have confirmed that the proposed scheme could be constructed through their term maintenance contract but that the design will need to come from a third party. Highways comments received in relation to the existing planning consent (APP/2013/0192) have been noted and input on highway design and drainage will be sought from Highways for any detailed plans going forwards.
- 6.4 A transport assessment was commissioned from Waldeck (Northern Transport Planning Limited) in March 2013 as part of the original change of use planning application for the OEP site. This accounted for a maximum of 317,535sqft of commercial floorspace on the site. The proposed phasing plan as it stands will total 185,000 although future demolition of some of the older existing buildings on site is likely to increase this figure to a maximum of 250,000sqft, remaining well within the parameters of the assessment. With the benefit of hindsight and having built up a detailed knowledge of how the OEP site best operates, it is reasonable to suggest that 317,000sqft of floorspace is unrealistic unless the site was to be flooded with large warehouse buildings.
- 6.5 The report estimated a daily maximum of 4,000 two-way trips to the site at peak occupancy being 694 pedestrians, 46 cyclists, 200 via public transport and 3,060 by vehicle. It concluded that the site is well located for commercial, educational & leisure developments being easily accessible on foot, bike and public transport and readily serviced by commercial vehicles.
- 6.6 At certain periods during peak times, the report projected the following weekday vehicle trips:
- Between 0800 & 0900: 214 arrivals, 84 departures
 - Between 1600 & 1700: 98 arrivals, 174 departures
 - Between 1700 & 1800: 68 arrivals, 172 departures
- 6.7 Ashwell Road is a 'c' class distributor road which provides a link into the centre of Oakham. It has a single two-lane carriageway of between 6m & 7m in width with verges on both sides and a footway of around 1.5m width on one side in places. There is occasional development including residential, commercial and agricultural and the road provides direct access to these uses. The road forms part of a bus route, is relatively lightly trafficked and carries a small number of HGVs. Vehicles in excess of 7.5 tonnes are not permitted to use the road except for access.
- 6.8 The original use of the OEP site as a prison generated a significant level of traffic comprising staff, visitor and service vehicle movements.
- 6.9 In accordance with the Government's "Guidance on Transport Assessment" (March 2007), the traffic effects of the development were considered in a 2018 assessment year, 5 years after the then proposed planning application was anticipated to be submitted. Taking into account projected growth figures for Rutland and adjusting these in accordance with national transport model datasets, the assessment was able to calculate existing (2013, pre Oakham Enterprise Park) and future (with OEP operating at maximum projected capacity) traffic flows.
- 6.10 The assessment included detailed analysis of the traffic impact upon the site access junctions, Ashwell Road, nearby roundabouts and feeder roads and junctions. It advised that the site access junctions would satisfactorily provide for vehicular

movement into and out of the site and that the changes in operation of the local highway network resulting from the proposed OEP development would be modest. It concluded that the development proposals were unlikely to have any material implications for highway capacity or road safety and were satisfactory from transport policy, traffic and highways perspectives.

- 6.11 It is acknowledged that further transport assessments may be required as a component of future planning applications and that this is more likely to be the case for later development phases.

7. ALTERNATIVE OPTIONS

- 7.1 Clearly there is an option not to invest further in the Oakham Enterprise Park site. However this would not address ongoing and increasing demand for good quality, affordable commercial premises and the existing projected shortfall in provision would deteriorate.
- 7.2 The site could be sold as a going concern which would generate a significant capital receipt. The Council would lose control of this important strategic site and its future development along with a substantial and growing revenue stream. Options for a potential investor are limited as residential development would be at odds with the current Local Plan and the Council needs to bear in mind the potential for clawback by the MOJ if residential or retail values are achieved. The ability to control the site to support and nurture small businesses and start-ups would no longer sit with the Council.
- 7.3 Partial sale of the site is another option but this would obviously result in the Council losing control of part of the site especially where freehold elements were located centrally and this may jeopardise future asset values.

8. FINANCIAL IMPLICATIONS

- 8.1 The total cost of the development and how the scheme is proposed to be funded is shown in the table below

	Road (£000)	Buildings (£000)	Total (£000)
Scheme Costs	420	1,780	2,200
Funded By:			
Capital Receipts	0	400	400
Developer Contributions	0	200	200
Prudential Borrowing	420	1,180	1,600
Total Funding	420	1,780	2,200

- 8.2 Appendix F shows the detailed business plan for development Phase 2a. From year three, when the site is fully operational, Phase 2a will generate a surplus of c£50k per annum, this includes taking account of the cost of the financing shown in para 8.1.
- 8.3 The table below shows the rate of the return of Phase 2a compared to the return of the site at various phases.

	Average Net Income Per Annum (£000)	Capital Investment (£000)	Return on Investment
Original 10 Year Business Plan	(-128)	3,333	3.85%
Current 10 Year Business Plan	(-183)	3,556	5.15%
2015/16	(-17)	3,483	0.47%
2016/17	(-30)	3,550	0.83%
2017/18 (Forecast)	(-126)	3,556	3.55%
Phase 2a (Without Road)	(-49)	1,780	2.74%
Phase 2a (Including Road)	(-49)	2,200	2.22%
Current 10 Year + Phase 2a (including road)	(-232)	5,756	4.03%

- 8.4 As the table shows the return on investment for the entire site (after the investment) would be 4.03%. This is higher than the return the Council could get if it invested in the CCLA Local Authority Property Fund, net return after expenses was 3.1% for the year ended 31st March 2017. The CCLA property fund is benchmarked against the AREF/IPD Other Balanced Property Fund index, the yield for the against this was 3.5%. The 10 year return on both funds was 2.1% (CCLA) and 1.91% (AREF/IPD). This does not consider the entry and exit costs associated with property funds (buying above the unit price and selling below the unit price).
- 8.5 Although the return in relation to Phase 2a in isolation is low compared to the current performance of the site, para 4.6 explains that the groundworks required for Phase 2a will benefit future development phases and lead to an increase in yield in these areas.
- 8.6 The Phase 2a development has been risk assessed against security of income, Location of Sector, The Property and Security of Capital / Scope for capital appreciation. The results of the assessment is summarised in the table below.

Risk Category	Description	Comments
Security of Income	<p>The income (or revenue savings) which are likely to be generated by the investment is the most important element.</p> <p>The security of the income will be governed by lots of factors – lease length/terms, rent review, quality of tenants, demand, vacancy risk, management cost etc</p>	<p>The two new buildings are likely to generate £100,000 rent per annum at a market rate of £5/sqft.</p> <p>On these larger buildings, longer lease terms of up to 25 years are considered realistic as larger businesses are likely to need to invest significantly in the site as part of their relocation.</p>
Location of sector	<p>The investment should be in an area which is economically buoyant and has the potential for sustainable financial and economic growth.</p> <p>The quality of the location</p>	<p>The location of the site close to the Oakham bypass and in the centre of Rutland is advantageous.</p> <p>The popularity of the site and demand for units to date evidences this and it has good transport links which makes</p>

Risk Category	Description	Comments
	may depend on the sector. For example, office space in a market town is likely to score higher than office space in a village location.	it a sustainable location for tenants.
The Property	The tenure, age and construction of a building should be considered including the potential for alternative use, obsolescence, requirement for repairs/improvements.	New build portal frame units are proposed and the buildings will come with an appropriate warranty. The land is owned outright by the Council.
Security of Capital / Scope for capital appreciation	An assessment should be made on the security of capital and the scope for capital appreciation in respect of the investment. Properties worth far more than their current value in x years' time will be more desirable than one likely to be worth less than their current value.	The buildings will add value to the wider site which, based on an independent valuation by Innes England in 2015 has already increased in value from around £100,000 per acre in 2012 to £250,000 per acre.

8.7 The main area of concern from the risk assessment was the security of income. The reason for this is that the units are being built before a tenant has been secured. This risk is being mitigated in a number of ways

- Flexible Buildings – The buildings will be designed able to be sub-divided into smaller units should the demand for larger units not arise.
- Phased Building – The second unit will only be constructed once the first has been let. Phasing the building in this way reduces the risk of void periods. Notice periods will be set to optimise opportunities to secure replacement tenants where necessary.
- Comprehensive Vetting Process – All prospective tenants will go through a robust financial vetting process. This will ensure, as far as possible, that tenants have the financial resources to meet the obligations of the lease.
- Level of Interest – The level of interest shown in the central site under the previous approval was good. The main reason the scheme didn't progress was because of the length of time to build units and the desire by prospective tenants to relocate within a 6 month period. At the time of writing, two local businesses have expressed firm interest in the proposed new units.

- Project planning – the proposed Phase 2a and subsequent development phasing will include pre-planned project stages (gates) which will provide opportunities for re-evaluation of the proposals in line with any significant market changes. If necessary, the project can thus be paused, terminated or revised as considered appropriate at the time by the project board. These gates are proposed to be at the following points:

Gate	Phase
1	Completion of detailed design
2	Pre-tender estimate
3	Receipt of tender from contractor (road)
4	Receipt of tender from contractor (buildings)

- 8.8 Award of procurement contracts is proposed to be based on the following weightings or similar:

Criteria	Weighting (%)
Price	90
Resource availability	3
Proposed methodology	3
Relevant experience & technical skills	4

9. LEGAL AND GOVERNANCE CONSIDERATIONS

- 9.1 Legal Services have been consulted and their comments have been incorporated into this report.
- 9.2 Procurement implications: All procurement will be undertaken in line with the Council's Contracts and Procedure Rules and in consultation with the Welland Procurement team. Furthermore it is proposed that procurement be delegated to the Director for Places Development and Economy in consultation with the Portfolio Holder for Growth and Trading Services and with the OEP Project Board. Contracts will be awarded taking into account the weighting criteria detailed in para 8.8 of this report.
- 9.3 Delegation of authority to the Director for Places Development and Economy in consultation with the Portfolio Holder for Growth, Trading Services and Resources and the OEP Project Board will ensure that the works can move forward without delay subject to meeting assessment criteria at each of the proposed project stage gates.

10. EQUALITY IMPACT ASSESSMENT

- 10.1 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 author of this report.

11. COMMUNITY SAFETY IMPLICATIONS

- 11.1 The improved traffic routing will improve the overall safety of the site to tenants and visitors especially around the main entrance gate area and central car park adjacent to the Active Rutland Hub.

12. HEALTH AND WELLBEING IMPLICATIONS

- 12.1 The proposal will have no adverse impact on health and wellbeing. However it will enable improvements to and expansion of the Oakham Enterprise Park site, unlocking growth for businesses and providing and safeguarding jobs for local people which will contribute to reducing unemployment rates & increase associated health benefits.

13. ORGANISATIONAL IMPLICATIONS

- 13.1 Risk management:

- Surveys not identifying all relevant ground conditions and services information. The surveys undertaken are appropriate to the scale of the development.
- Lack of demand from new tenants, achievability of rental values and Council liability for void rates. A market assessment was undertaken for the whole site which has assessed rental levels and likely void rates. Given the long-term nature of the development strategy and significant economic uncertainties there are a number of key risks attached to the proposal.
- There is currently a degree of volatility in the commercial property market linked to the political & economic ramifications of the Brexit process. However, the outlook for the Midlands region remains positive and the relative shortage of good quality commercial premises to rent in the Rutland area will reduce the risk of new build units remaining empty for long periods.
- The Q2 2017 RICS UK Commercial Property Market Survey results suggest that generally the commercial rental market has become more cautious with many prospective tenants waiting for more clarity about the post-Brexit climate. However, OEP has already demonstrated the popularity of its units and has maintained occupancy rates of over 90% for the last 2 years.
- Currently, although demand for retail premises has fallen slightly, demand for offices has remained stable with industrial properties seeing an increase. Availability of retail property is good but there is a shortage of good quality industrial space which the proposal will seek to address locally. Office availability has remained stable.
- New buildings will be designed with flexibility in mind. This will enable them to be sub-divided into smaller units if a significant market change makes it more difficult to find tenants for larger units. The 10 year business plan for OEP will factor in void provision and an occupancy rate of 80% for each of the new units.
- The phased construction approach will present an opportunity to evaluate the market at each stage and for an appropriate decision on whether or not to proceed at the time to be taken. Each unit will be occupied before further units in each phase are constructed, i.e. a build then lease approach will be applied.

- Extensive background checks will continue to be carried out on prospective tenants especially for larger new build or more specialist units and tenants will ultimately be agreed by the OEP project board with consideration being given to a number of factors including financial position, nature of the business and number of employees etc.
- Framework contractors will be selected where possible to facilitate the planning & build processes and to reduce the risk to the Council arising from contractor failure.
- The Council's new investment policy will be applied to each development phase and the costs and risks carefully deliberated prior to commencement.

13.2 Environmental implications: Around 3 acres of Council owned brownfield land will be decontaminated and developed. Any new buildings will be designed with efficiency in mind.

13.3 Human resource implications: Minimal as an established management structure and project board is already in place for Oakham Enterprise Park.

14. CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

14.1 The growing popularity of Oakham Enterprise Park with businesses and the local community in general is a testament to its success. Phase 1 has generally been at capacity occupancy for around 2 years and there is a growing waiting list for industrial units and small offices on the site along with firm interest in the proposed new units.

14.2 The development of the central site area along with the new and improved roads is fundamental in unlocking growth of the wider site in addition to being able to attract larger businesses. The projected financial return of 4.03% even taking into account the construction costs for the new road is an attractive proposition and subsequent buildings, with the bulk of the ground preparation and new roadway in place are likely to improve on this figure.

14.3 Engagement with larger businesses seeking to relocate to Rutland in recent years has revealed a strong preference for 'ready to go' units facilitating a move within a 6 month period. With new buildings constructed and a willingness on the part of the Council to offer longer leases, opportunities for attracting inward investment are significantly increased.

14.4 In addition to a reasonable financial return, the Phase 2a proposals and the revised development strategy offer significant additional economic benefits including new employment opportunities, generation of new income from business rates and enhanced access to and development potential of future development phases.

14.5 Adoption of the new development strategy and approval to proceed with the Phase 2a proposal will enable the Council to take a significant step forward in developing the OEP site. Delegation of the approved capital schemes to the project board will enable development to proceed swiftly and with a degree of flexibility which is important to service the needs of the private sector.

15. BACKGROUND PAPERS

15.1 None

16. APPENDICES

- 16.1 APPENDIX A – OEP Development Strategy
APPENDIX B – Development Strategy Phasing Plan
APPENDIX C – Phase 2a Indicative Layout Plan
APPENDIX D – Existing Site Plan
APPENDIX E - OEP 10 Year Business Plan (EXEMPT)
APPENDIX F – OEP Phase 2a Business Plan (EXEMPT)
APPENDIX G – OEP Phase 2a Proposed Project Plan (EXEMPT)
APPENDIX H – Financial Times article – July 2015
APPENDIX I – Summary of recent interest (EXEMPT)

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



Development Strategy

August 2017

Oakham Enterprise Park Development Strategy

1. Background

- 1.1. Oakham Enterprise Park (OEP) was purchased by the Council from the Ministry of Justice (MOJ) in December 2012 for the sum of £1.4m (including purchase costs of £55k stamp duty & £5k legal costs). A further £1.38m was spent on building upgrades, refurbishment, demolition & design fees. Other costs including survey fees, whole site costs, roads & project management totalling £0.7m brought the total initial project cost to £3,482,655 against a project budget of £3,482,500.
- 1.2. Funding was provided by a 10 year interest free loan from the LEP (£630k), S106 contributions (£350k), with the remainder (£2.5m) taken from capital receipts.
- 1.3. The site was purchased to boost the local economy, attracting inward investment and supporting businesses in creating new and safeguarding existing jobs. The aim was to provide over 100,000sqft of affordable floorspace for office, industrial & storage use whilst creating a significant new revenue stream primarily from rent but also from business rates for the Council.
- 1.4. A condition of the sale of the site from the MOJ requires that, in the event of the sale or lease of any part of the site for retail or residential use within a 25 year period (i.e. before 2037), 50% of any uplift will need to be paid back.

2. Current Position & Future Demand

- 2.1. OEP is now operating at capacity with nearly all of the available 106k sqft internal floorspace (c.105 business units) being let. Vacancies are due to void periods or buildings being temporarily removed from the market to enable remedial works to take place and at the time of writing, vacant units have strong interest in them.
- 2.2. Further capital investment is therefore required to facilitate new buildings before the site can accommodate additional business tenants.
- 2.3. For Rutland as a whole, an additional 29.09 hectares (72 acres) has been calculated to be required by 2036 as part of the Council's Employment Land Assessment (update January 2016) which uses commercial land take-up data from 2006/07 to 2014/15 to make the forecast.
- 2.4. This report has also demonstrated that there is need for further start-up and micro business accommodation, particularly to meet workshop and

storage needs. The report finds that such provision should be considered at key locations. Given the scale of development and the progress already made OEP is ideally located to particularly address this need and is one of the few areas around Oakham where capacity exists in terms of available space.

- 2.5. In the context of a decision by the Council as part of its continued investment at Oakham Enterprise Park (OEP) to promote the economic, environmental and social well-being the area. This strategy sets out the methodology to be adopted in selecting sites for development. It focusses on the economic test that will be applied and in particular the returns (economic, financial and wellbeing) that the Council have set as a minimum.
- 2.6. The methodology adopted should reflect a suitable balance between the risks inherent in the types of property to be developed and the financial rewards obtainable from those developments, limiting such risks appropriately.

3. The Investment Test

- 3.1. The objective of this exercise is to ensure that investment into OEP continues to facilitate the economic development of Rutland and attract inward investment.
- 3.2. To ensure that the development provides an acceptable financial return a net yield should not normally be less than 5%. Factors that will be taken into account when considering the net yield will include:
 - 3.2.1. Acquisition Costs of the site
 - 3.2.2. Initial Capital Investment into the asset
 - 3.2.3. Capital Repayment of the initial investment
 - 3.2.4. Void Costs
 - 3.2.5. Management Fees
 - 3.2.6. Service Charges
 - 3.2.7. Other benefits from the investment such as NNDR, employment etc.
- 3.3. This represents a high net yield although it should ordinarily be achievable. However, it should be noted that typical yields from alternative investment models are likely to be much lower than 5% and as such, investment projects providing a slightly lower yield should still be considered.

- 3.4. In addition, financial yield is not the only benchmark. The option to proceed with a project will be determined by a number of factors including the overall benefit that a project will bring. Whilst the yield is important, economic, social and wellbeing are other key factors to be considered.

4. Development Opportunities at OEP

- 4.1. Any future development on the site needs to consider the original objectives supporting the acquisition of the site. These are embedded within the Council's Strategic Aims & Objectives. For this reason, each proposed development will be judged against the criteria set out below:
- 4.2. Employment - supporting growth, in particular SMEs
- 4.2.1. Provision of buildings of a suitable size, type & tenure that facilitate business start-up, retention & growth
 - 4.2.2. Facilitating business start-up & early stage business support
 - 4.2.3. Improving performance of mature businesses on site
- 4.3. Redevelopment - ensuring the impact of development is managed
- 4.3.1. Development will contribute to creating a sustainable & accessible location for new employment facilities
 - 4.3.2. Securing brownfield site for regeneration which might otherwise be lost to land banks or inappropriate development
- 4.4. Learning linked to employment – raising the profile, availability & take up of vocational training & apprenticeships
- 4.4.1. Promoting vocational training & apprenticeship opportunities through provision of appropriate space
 - 4.4.2. Integrating opportunities with partner supported apprenticeships & learning
- 4.5. Active Rutland – adequate & affordable health & fitness opportunities including the supporting infrastructure
- 4.5.1. Reusing existing sports facilities for wider community use
 - 4.5.2. Retaining & improving local club status & membership
 - 4.5.3. Creating a sustainable & accessible location for health & fitness opportunities

- 4.6. Capital funding is being sought to facilitate an initial development of 20ksqft (Phase 2a) but there is capacity for significant additional commercial floorspace across the site with the potential to generate significant new revenue from rental income and business rates for the Council.
- 4.7. However this should be looked upon as the initial investment into the site. In the longer term the strategy adopted should ensure the mixed development needs of the site are continued, focusing on education in the education zone and a mixture of recreational, industrial and commercial uses over the remainder of the site.
- 4.8. Following a feasibility study conducted via consultants, Ridge & Partners LLP, a draft development plan has been produced and is attached as APPENDIX B.
- 4.9. This plan includes new road infrastructure capable of providing compliant access for vehicles up to HGV size to all current and proposed areas of the site. The proposal allows for industrial zones to be constructed further away from nearby residential properties with smaller office buildings constructed close to Ashwell Road.
- 4.10. Incorporation of a major new road (Road A) between the main gate to the rear (eastern) areas of the site means that the area currently used as the central car park can also be developed with new buildings. It is proposed that the Active Rutland Hub will be serviced by the Gate 2 car park with a new paved link to facilitate pedestrian access. This will help to improve pedestrian safety around the site.
- 4.11. The main gate, currently only wide enough for a single vehicle to pass will be widened and improved to enable two-way traffic and new totem signage will be added.
- 4.12. Just under 12 acres of land is currently available for development at OEP. Around 8.2 acres of this land already has planning consent for B1 (office), B2 (industrial) and B8 (storage/distribution) use with the remainder being the grass field area which was excluded from the original planning application as there were some concerns at the time around the cessation of use of this area as the former prison sports pitch. Recent liaison with Sport England suggests that, with the significant improvement in sports facility provision around Oakham, this is no longer a concern.
- 4.13. External areas are proposed to be developed in accordance with the assessment criteria in section 4 although there is a possibility that a single large tenant might be secured. OEP has already been approached by several large organisations seeking up to 100ksqft of industrial space which demonstrates that there is a growing demand and that securing a

single large tenant for one or more of the remaining areas at OEP is likely within the next 5 - 10 years.

- 4.14. Development should continue to support the existing tenants with any expansion plans (i.e. 'growing on space'), encourage further start up business and also facilitate larger scale expansions for business new to OEP.
- 4.15. The principle of being relatively risk-averse by limiting fresh development to firm interests for the type of unit and need within the County.

5. Opportunities for future expansion

- 5.1. There are areas of privately owned land to the north & south of OEP which may be suitable for future development by the Council subject to planning permission and successful negotiation with the owners.
- 5.2. Two of these lie to the north and with a distance of just 82m (across an agricultural field) separating OEP from the Ashwell Depot site to the north, there is a clear opportunity for the two sites to be linked.
- 5.3. Appendix C shows an annotated aerial photograph with Oakham Enterprise Park outlined in red, Ashwell Depot shown in yellow and Ashwell Business Units in blue. Rutland Village (Ashwell Garden Centre) is shown in green.

6. Site disposal options

- 6.1. Disposal of all or part of the OEP site remains an option but clearly the length of active leases needs to be borne in mind. At the time of writing, Unit 17 has the longest lease (15 years), terminating in October 2030.
- 6.2. There are areas of the OEP site which remain undeveloped including the Events Zone (3 acres) and Grass Field (3 acres). These are currently proposed for commercial development but residential use, whilst currently at odds with the Local Plan, may become an option in the future. The addition of the Gate 2 car park area (3 acres) located immediately to the rear of the existing residential site, Burley Crescent, is likely to offer a better option.
- 6.3. Using a typical housing density of 40 units per hectare, a shift to residential development in the above areas at OEP is likely to provide space for up to 150 new homes with a post planning permission land value of around £6.6m (based on DCLG land value estimates Feb 2015).
- 6.4. It is possible that land outside OEP could be purchased and developed in a similar manner. For example, a field to the south of OEP would hold a potential value at £7.7m for residential development. Initial approaches to

the landowner however suggest that this is not currently an option although other areas, although less favourable for residential development may be more feasible.

7. Assessment of risks

- 7.1. A rigorous assessment of all risks is required in each case of fresh development in order firstly to value each proposal and then to check its suitability for inclusion within the site. The risks fall into two categories, firstly economic and market risks and secondly development specific risks (as set out below). These can be measured and an assessment made of the likely future performance of the development carried out based on the ranges of likely future rental growth of the property and also the socio-economic impact for the county. Financial returns are modelled over a medium-term horizon of five years, based on proposed development prices, to determine the acceptability of each development, and can be compared against general market forecasts.
- 7.2. The financial return will be calculated as per section 2. Calculations will be carried out to model the expected cash flows from each development. The anticipated returns can be modelled on different bases to reflect the range of risks applicable in each case, to ensure that forecast returns properly reflect the measured risks. In this way a Business Case is put together to support each recommended development phase.

8. Asset-specific risks

- 8.1. Each development phase will depend principally on the following five main characteristics:
 - 8.1.1. Building specification quality
 - 8.1.2. Length of lease expected
 - 8.1.3. Financial credentials of tenant
 - 8.1.4. Rental levels payable relative to current open market rental values
 - 8.1.5. Non-financial benefits e.g. job creation.
- 8.2. See Appendix A (risk matrix) for details of anticipated development risks.

9. Building specification & quality

- 9.1. New office buildings are likely to include modular designs which can have a lifespan exceeding 25 years. Construction time is much faster, normally measured in weeks, which allows the Council to be very responsive to tenants' requirements and the buildings can ultimately be relocated to

other areas of the site if required. However, this will be determined by the quality of the development proposed.

- 9.2. Industrial units are likely to be steel frame portal buildings with external cladding. This will enable flexible sub-division as required depending on tenant requirements at any given time.
- 9.3. All structures will be designed to meet current building regulation standards.

10. Length of lease

- 10.1. Lease terms currently at OEP typically range from 12 months to 5 years although Unit 17 (commercial kitchen facility) currently has a 15 year agreement in place. Bearing in mind the level of investment likely to be required by tenants seeking to occupy larger buildings, longer leases of up to 20 years should not be ruled out.
- 10.2. In areas of the site which are likely to require redevelopment, shorter leases will be granted or leases will have rolling break clauses which ensures the Council will retain optimum flexibility with the site.
- 10.3. Leases will ordinarily be aligned with the needs of the tenant but protection of the future requirements of the Landlord will also be borne in mind.
- 10.4. Financial strength of tenant(s) – assessment will be required of each tenant of potential developments through analysis of their published accounts and management accounts where necessary. Risk of tenant default in rent payment is the main issue but the relative strength of a tenant's financial standing also impacts upon capital value of property which is let to that tenant and careful analysis of financial strength is a key part of due diligence prior to commencement of development.
- 10.5. All new tenants will be subject to due diligence checks in line with established tenancy procedures which have been agreed with internal audit. These will include comprehensive financial checks for existing businesses especially where annual rent is above £5k pa.
- 10.6. New and start-up companies will clearly present more of a risk but debt will be closely managed with arrears of more than one month being reported to the OEP project board and eviction procedures commenced rapidly where necessary. A standard minimum deposit equivalent to three months' rent will be required with all new leases. Any exceptions will be agreed with the project board.
- 10.7. Leases will generally be contracted out to give the Landlord flexibility to regain control of the unit at the end of the lease.

11. Rental levels

- 11.1. Rents at OEP will vary depending on the location within the site and layout and quality of the unit and wider building.
- 11.2. These are set to be in line with local market rates and leases include regular review clauses to facilitate rent increases when market conditions change.
- 11.3. Rents will be set at a level necessary to provide the desired yield where this exceeds the local market rate. If the market rate does not meet the target yield or any other objective as specified above, the project will not normally proceed unless there are overriding other benefits.
- 11.4. Environmental and regulatory risks - Risks such as flooding, energy performance, building regulations and planning are taken into account during the due diligence process on every development.

12. Non-Financial benefits

- 12.1. Whilst the site is generating a steadily increasing revenue stream for the Council, there are a number of other benefits to be had from its development.
- 12.2. Employment opportunities continue to be created by tenants as they grow. Associated apprenticeship & traineeship placements provide educational benefits and the site has strong links with Peterborough Regional College and the Rutland Adult Learning Hub, both of which have an on-site presence.
- 12.3. Increased business take-up generates an increase in inward investment into Rutland. This includes personal spend by staff & business clients in local shops, cafes and trade suppliers during the working day.
- 12.4. Reputational risks – There exists a policy on specific types of commercial tenant which may not be acceptable to the Council such as tobacco, gambling or alcohol-related companies could be adopted. Properties tenanted by such companies would not then be considered for development. However, this would not necessarily protect the Council in the event of a future transfer of any tenancy to a prohibited company.
- 12.5. There will be a clear synergy between OEP and the Council's other commercial assets, particularly the new King Centre at Barleythorpe and the St George's Park proposal at North Luffenham.

13. Approval of Developments

- 13.1. Approval will be required from the Director for Places (Development & Economy), in consultation with the Cabinet Member with portfolio for Growth, Trading Services & Resources (excluding Finance) and the Project Investment Board (formerly OEP Project Board) before any development plans will be progressed.

14. Document Review

- 14.1. To reflect the changes to the property market the Development Strategy will be revised every 2 years or more frequently if the market changes.

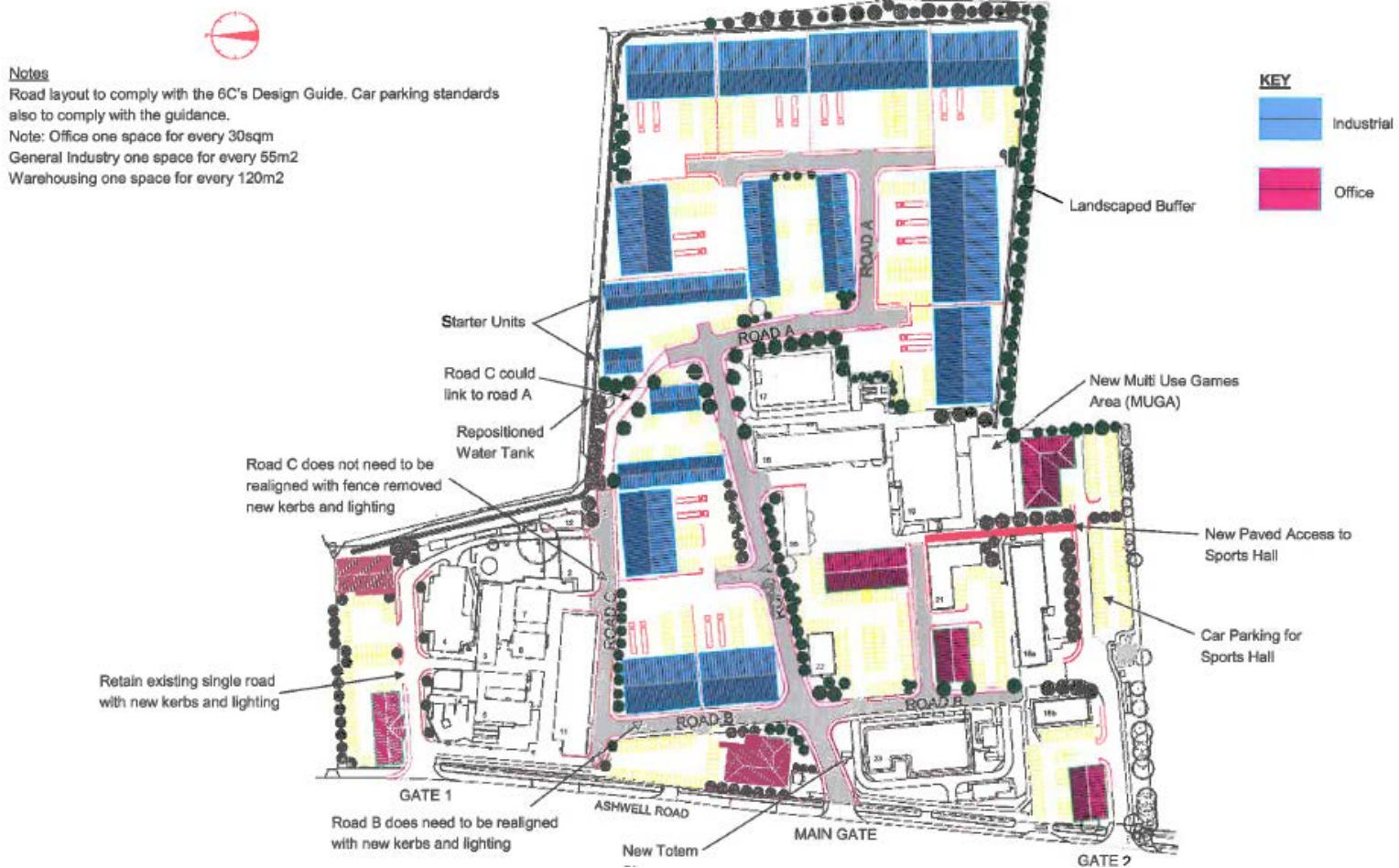
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APPENDIX A – Risk matrix

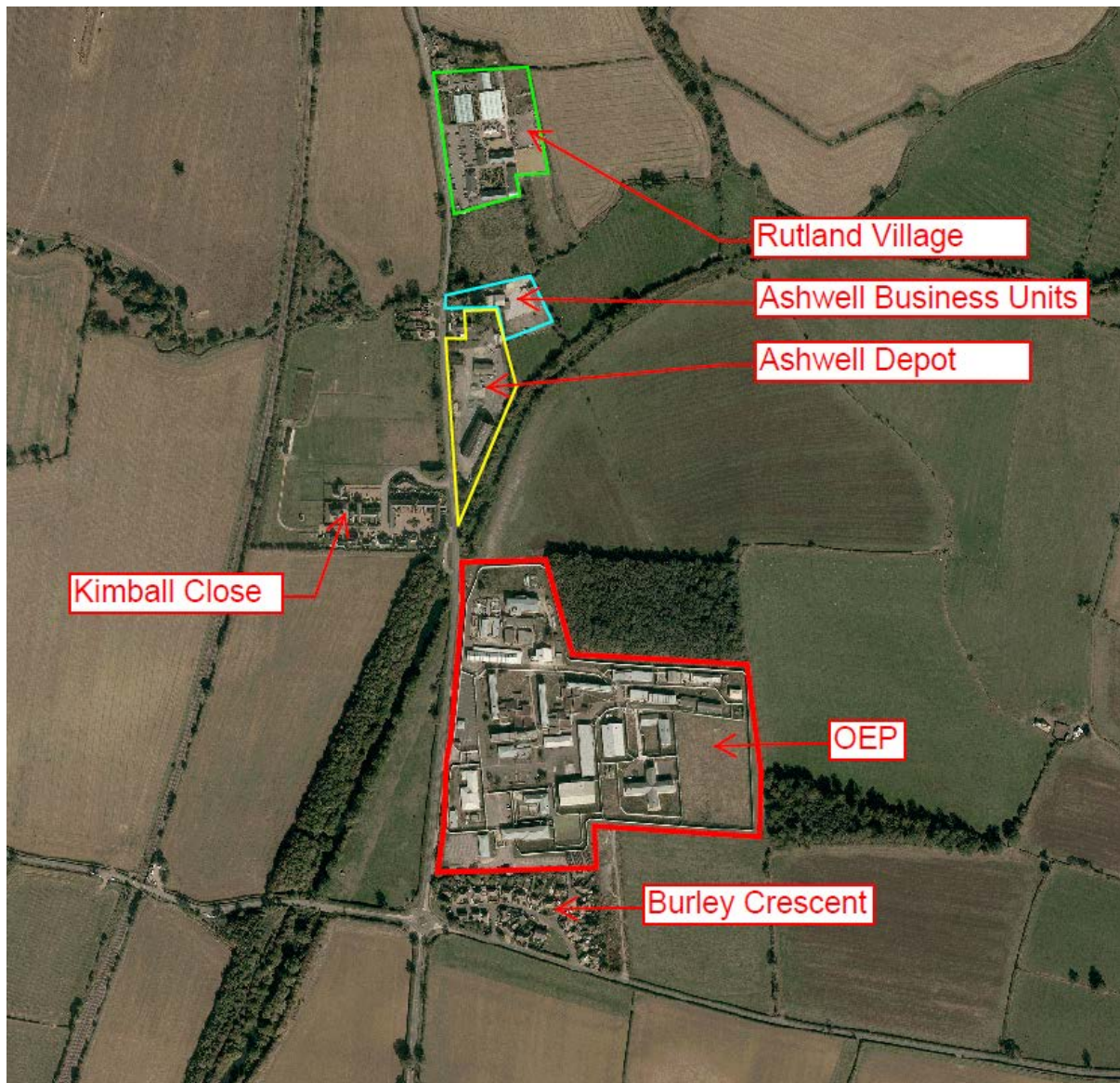
Risk	Likelihood/ occurrence	Impact	Action to mitigate
Delay in finding tenant for property	Medium	High – capital spend will be committed without revenue income for an amount of time	Ordinarily, plans would be drawn up and an accurate build cost confirmed. An agreement for lease would be drawn up and signed by a potential tenant prior to works commencing on site. This will minimise the Council's exposure to risk of having an empty unit. There is the risk of an existing lease ending resulting in a void period but this would be accommodated by factoring a void provision into the annual revenue budget
Works on site delayed	Medium	Medium – Under an agreement for lease, a long-stop date would be established and the Council might risk losing a tenant or compensation for delay being sought	For smaller leases the amount is likely to be minimal. For large buildings a framework contractor would normally be used and in any case there would be a 'pain/gain' clause in the contract so that the Council would have the right to seek compensation from the contractor for any significant delay.
Change in market conditions	Medium	Low – a change in economic/market conditions may see the requirement for floorspace change, e.g. it may become difficult to find tenants for larger buildings if demand shifts	Buildings will be designed with flexibility in mind so that they are relatively easy to sub-divide in order to provide multiple smaller units if required.

		significantly towards smaller units.	
Planning Policy changes	Medium	High – a shift in planning policies, particularly local plan policies could rule out certain types of development, most likely to be related to residential development either within or outside the OEP site. Also commercial development outside of the core OEP site.	Liaison with the LPA will be ongoing and strategic development decisions made taking advice into account.

APPENDIX B – Proposed Site Layout Plan

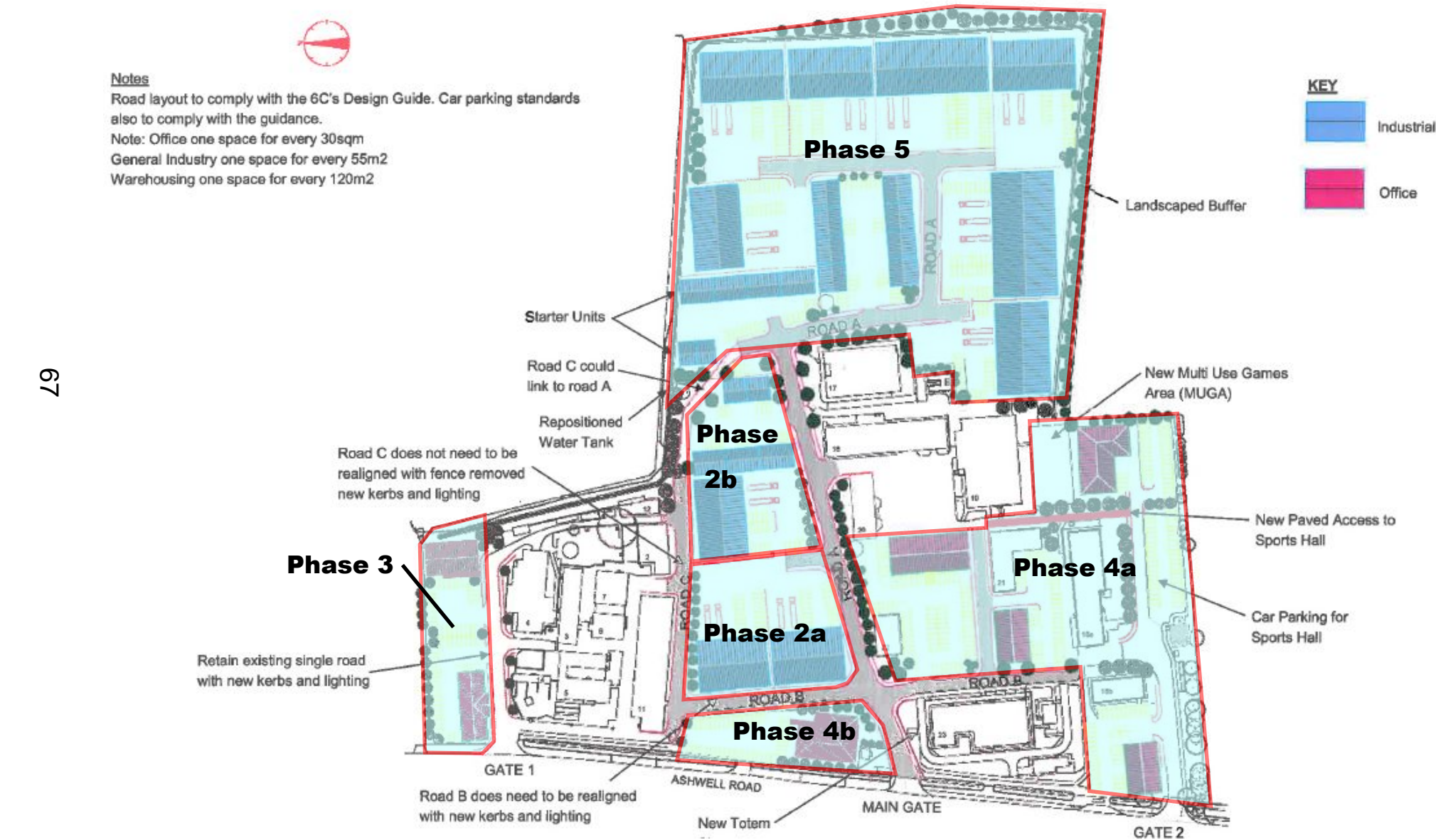


APPENDIX C – Potential expansion areas



APPENDIX B

Proposed Future Phasing Plan

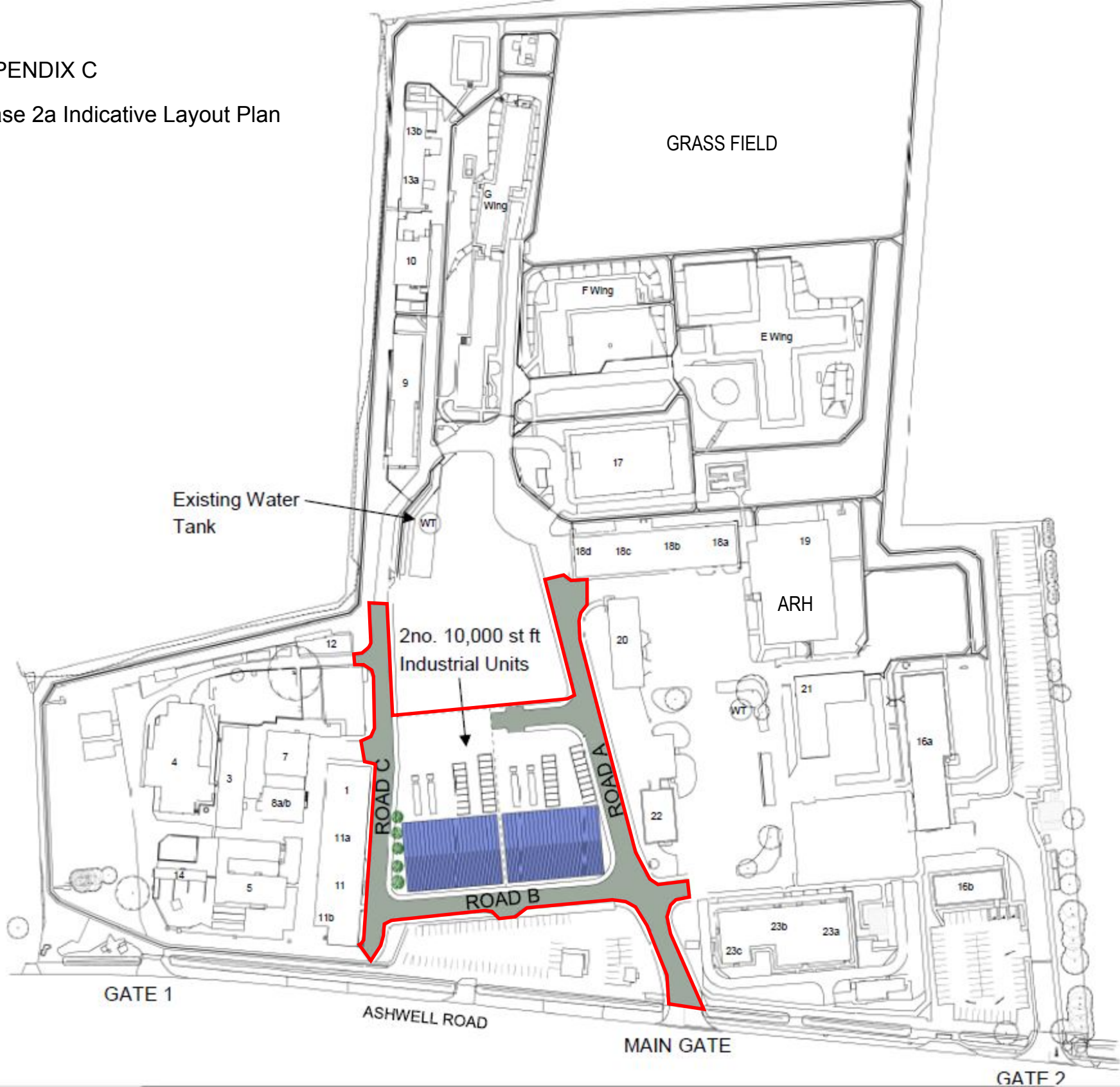


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APPENDIX C

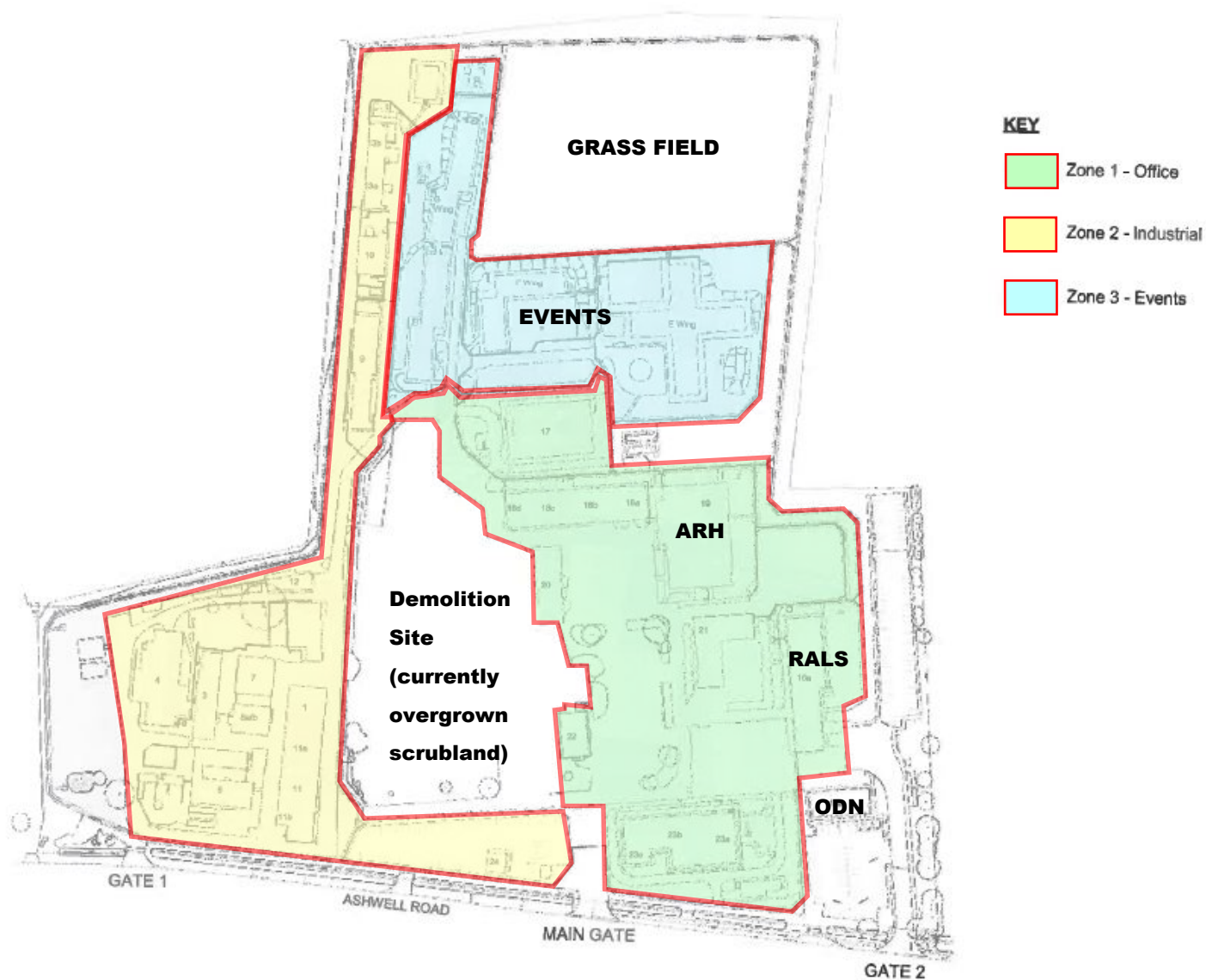
Phase 2a Indicative Layout Plan

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APPENDIX D
EXISTING SITE PLAN



RALS - Rutland Adult Learning Hub

ARH - Active Rutland Hub

ODN - Oakham Day Nursery

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Caroline Lawson, left, and her friend Maureen Lees work on Oldham's secret garden
Charlie Bibby

ch serves an area of high
also developed a focus
early to prevent higher
ine.

believes that local peo-
ed few reductions, an
out by a recent council
that showed almost two-
sified with the council's
up from 22 per cent in

ency savings have sof-
terity blow. "We have
nistration costs, back
We've been talking now
to the public about cuts
t been feeling them; sat-
served."

uncil has implemented
in the number of people
ollect rubbish and clean
s have been merged and
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staff on seven-day rotas.
used to be street clean-
to maintain elements of
explains.

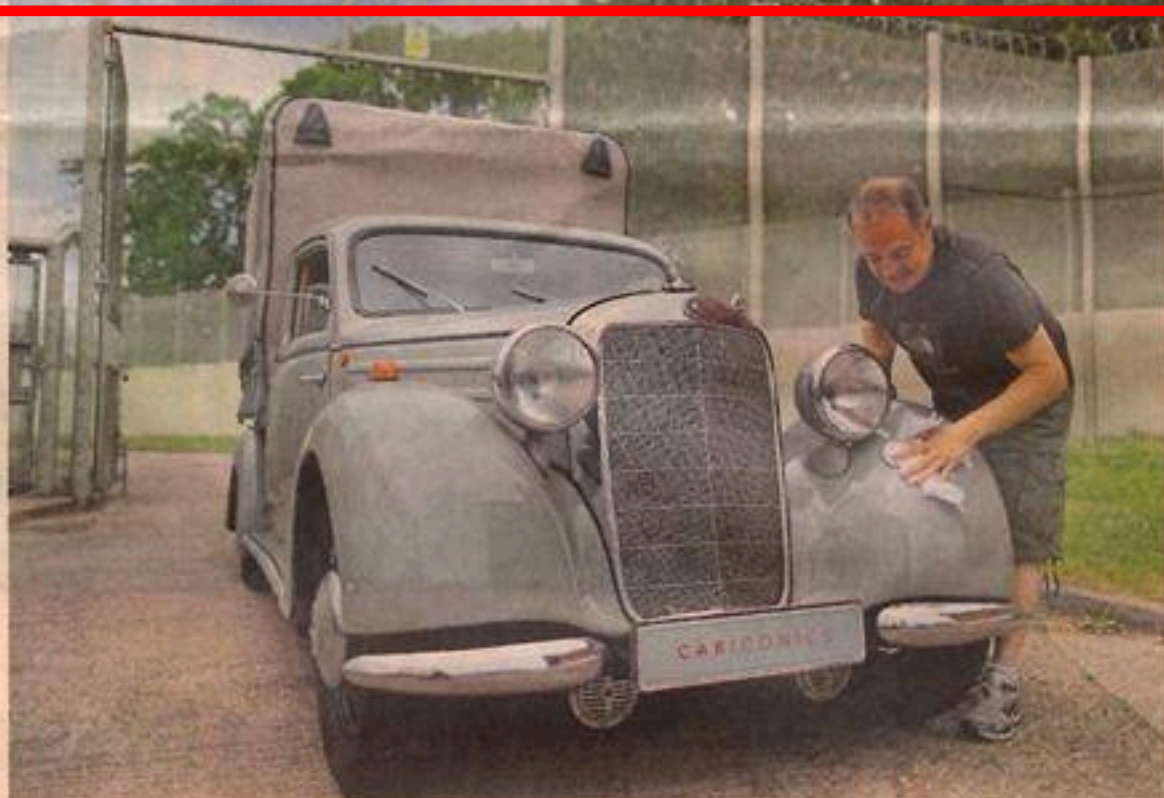
such savings may have
t, he says.

it we are getting to is a
the efficiencies have
ople will see the service

"very clear with people
ere is a community facil-
whether it's a park or a
isure centre, your best
ould be that it's going to
can find a way of keep-
e done well."

its "a fundamental shift",
es, but it is part of build-
onship with local people.
actually these things
it the deal will be you'll
y decent facility. We'll
ll make sure it's the best
oney." Sarah Neville

"The measure
of success
used to be
how big's
your budget
and how
many staff do
you employ?
Now it is
about saying
to the public,
actually, the
place doesn't
belong to the
council"



Car Iconics, a
vintage car
dealer, has
relocated to the
former jail now
known as
Oakham
Enterprise Park,
managed by
James Frieland,
below
Charlie Bibby

Rutland Focus on growth and investment

A world away from Oldham's metropoli-
tan challenges, Rutland, Britain's small-
est county, has gambled on growth.

The Conservative-run council has
bought a riot-scarred prison and
invested £3m turning it into a business
park. Already at more than 96 per cent
occupancy, less than two years after
opening, the council estimates it will
generate about £200,000 a year in rent
and business rates, relieving some of the
budgetary pressures and creating local
employment.

Many of the business units retain the
original bars and doors while razor wire,
largely removed, has been retained in
one part of the prison for visiting film
and television companies.

Almost all the tenants credit the coun-
cil's efforts for their decision to locate
here. Most crack jokes about the unriv-
alled security on offer.

The council, says its chief executive,
Helen Briggs, is focused on generating
income as much as on finding cuts. She
cites its decision to step into the void left
by commercial providers, by investing
£1.67m to ensure the county has near
universal broadband cover.

Already it has seen evidence that local
businesses are choosing to expand in
Rutland rather than 50 miles away in
Cambridge. "We have been driven
towards trying to support our economy
where we can," says Terry King, deputy
leader of the county council.

Rutland exemplifies the trend among
local authorities to share services with
others to reduce costs. Peterborough

council, for example, provides its trad-
ing standards and legal services. Rut-
land, in turn, provides services for some
of its neighbours.

By and large, locals in this relatively
affluent area have been realistic about
the need for savings and happy to volun-
teer to keep services going.

Mr King says: "In nearly every
instance where we've looked to reduce
library opening hours, volunteers have
stepped in . . . without a battle royal.
The community's worked with us on
trying to solve those problems and rec-
ognise the issues."

The council views the charitable sec-
tor as a partner in delivering public
services and has hired a network of sala-
ried "community agents" to help co-ordi-
nate provision and encourage volun-
tary effort. A principal aim is to provide
support to help people remain in their
own homes, relieving pressure on both
the National Health Service and adult
social care budgets.

This is not, emphasises Ms Briggs,
"about us trying to replace statutory
functions with volunteers . . . It is about
how we can use the voluntary and com-
munity sector [through] commissioning
services from them." She adds that there
are "some things they will continue to do
on a voluntary basis that will fit hand in
glove with the services that they will be
commissioned to provide by us".

This community response is appar-
ent in Ketton, where both the library
and GP surgery were threatened
with closure. The solution, after a
local campaign, was to bring them
together in a single building. Now, a
librarian and doctors' receptionist dis-
pense books and prescriptions
within 10 feet of each other. Anne
McQuistan, a local who set up the
petition to save both surgery and
library, says: "We have to cut our
coat to fit our cloth." Sarah Neville



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COUNCIL

15 January 2018

LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND DRAFT RECOMMENDATIONS – RCC RESPONSE TO CONSULTATION

Report of the Director for Resources

Strategic Aim:	All		
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):	Debbie Mogg, Director for Resources	01572 758358 dmogg@rutland.gov.uk	
	Natasha Taylor, Governance Manager	01572 720991 ntaylor@rutland.gov.uk	
Ward Councillors	All		

DECISION RECOMMENDATIONS

That Council:

1. Approves the RCC response to the LGBCE consultation on draft recommendations (Appendix A).

1 PURPOSE OF THE REPORT

- 1.1 To approve the RCC response to the Draft Recommendations on new electoral arrangements for Rutland County Council published by the Local Government Boundary Commission for England on 5 December 2017.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 The LGBCE have considered all submissions to the initial consultation on warding Patterns (including the RCC submission approved by [Full Council in September 2017](#)).
- 2.2 In summary the Draft Recommendations from the LGBCE propose that:
 - Rutland should be represented by 27 councillors; one more than there is now.

- Rutland should have 15 wards; one fewer than there is now.
- The boundaries of nine wards should change, and seven will stay the same.

(The full report can be found at https://www.lgbce.org.uk/_data/assets/pdf_file/0003/36426/Draft-Recommendations-Report.pdf)

2.3 Appendix B shows a comparison table of the current arrangements; the proposals put forward by RCC; and the LGBCE Draft Recommendations.

2.4 Interactive maps can be viewed on the consultation portal at:

<https://consultation.lgbce.org.uk/node/9957>

2.5 The current period of consultation runs from 5 December 2017 to 19 February 2018.

3 RELEVANT CRITERIA

3.1 The LGBCE will only consider relevant criteria when looking at evidence and proposals for warding arrangements. The draft recommendations contain comprehensive guidance on what evidence will be considered as significant, but in summary proposals must:

- provide electoral equality, with each councillor representing, as closely as possible, the same number of voters;
- Reflect community interests and identities and include evidence of community links;
- Be based on strong, easily identifiable boundaries; and
- Help the council deliver effective and convenient local government.

4 CONSULTATION

4.1 The Constitution review Working Group (CRWG) met on 15 December 2017 in order to consider the draft recommendations. The response letter (Appendix A) is based on discussion at that meeting and member feedback to the draft recommendations.

4.2 The CRWG considered the proposals put forward by RCC remained the best option in view of all the relevant criteria, but it was clear that given the lack of responses from other organisations/individuals (Ward Members, Community Groups, Parish Councils etc...) it had not carried significant weight in the view of the LGBCE.

4.3 Following discussion with Barleythorpe Interim Parish Council it was confirmed that Barleythorpe had submitted a response to the initial consultation in support of the RCC Proposal on council size and warding patterns. This had not been reflected in the LGBCE report and this omission has been raised as an issue by Barleythorpe Parish Council.

- 4.4 An email was sent out to Members on 19 December 2017 requesting that Councillors submit their own views on the Draft Recommendations to the LGBCE, as well as encouraging Parish Councils and other relevant groups and organisations to submit responses to the consultation in order to ensure that the LGBCE have significant and relevant evidence upon which to review their draft recommendations and decide whether they should be altered.

5 ALTERNATIVE OPTIONS

- 5.1 During the first phase of the LGBCE consultation a variety of proposals on council size and warding patterns were considered, all of which resulted in substantial movement of ward boundaries and failed to meet the statutory criteria.

6 FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications connected with the submission of this response to the LGBCE.
- 6.2 Should the LGBCE accept the evidence put forward in the RCC response and approve the original RCC submission on council size and warding patterns, the proposal to increase the number of members to 28 would require the budget for members' allowances to be increased by £7,540 per annum (Based on the current members' basic allowance of £3,770 per annum). There also likely to be other incidental costs such as expenses, provision of IT equipment etc. This increase would have to be included within the budget setting process for 2019/2020.

7 LEGAL AND GOVERNANCE CONSIDERATIONS

- 7.1 Section 56 of the Local Democracy, Economic Development and Construction Act 2009 provides that the electoral arrangements of every principal local authority in England must be reviewed from time to time. The LGBCE has a rolling programme of electoral reviews and Rutland has been identified as having poor levels of electoral equality with 5 out of 16 wards having a variance of greater than +/-10%.
- 7.2 Schedule 2 (3) of the Local Democracy, Economic Development and Construction Act 2009 states that in making recommendations the Local Government Boundary Commission for England must have regard to:
- a) the need to secure that the ratio of the number of local government electors to the number of members of the county council to be elected is, as nearly as possible, the same in every electoral area of the council,
 - b) the need to reflect the identities and interests of local communities and in particular—
 - i) the desirability of fixing boundaries which are and will remain easily identifiable, and
 - ii) the desirability of not breaking local ties when fixing boundaries,
 - c) the need to secure effective and convenient local government, and

- d) the boundaries of the electoral areas of any district council whose area is within the area of the county council.

8 EQUALITY IMPACT ASSESSMENT

- 8.1 An Equality Impact Assessment (EqIA) Screening form has been completed. No adverse or other significant issues were found.

9 COMMUNITY SAFETY IMPLICATIONS

- 9.1 There are no community safety implications.

10 HEALTH AND WELLBEING IMPLICATIONS

- 10.1 There are no health and wellbeing implications.

11 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 11.1 The proposals put forward in the LGBCE Draft Recommendations are considered to rely too heavily on achieving electoral equality, with little regard to the real impact on the identities and interests of local communities and securing effective and convenient local governance. It is therefore proposed that the LGBCE be asked to reconsider the original proposal on council size and warding patterns put forward by RCC in September 2017 (with the slight amendment of moving Eggleton to Martinthorpe Ward, rather than Hambleton as in the original proposal).

12 BACKGROUND PAPERS

- 12.1 Council Report No. 169/2017.

13 APPENDICES

- 13.1 Appendix A – RCC Response to LGBCE Consultation on Draft Recommendations
- 13.2 Appendix B – Comparison Table

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



Review Officer (Rutland)
The Local Government Boundary Commission for England
14th Floor, Millbank Tower
Millbank
London SW1P 4QP

Dear Sirs,

Rutland County Council Full Council have considered the Draft Recommendations of the Local Government Boundary Commission for England (LGBCE) published on 5th December 2017 and conclude that they are not in support of the proposals for Council Size and Warding Patterns put forward by the LGBCE.

At its meeting on 15 January 2018, members voted in support of this response and agreed that the LGBCE should be asked to consider the following observations in relation to the LGBCE Draft Recommendations:

- Combining the Parishes of Braunston and Martinsthorpe has the effect of combining two disparate communities. It results in 2 Ward Councillors being responsible for covering 6 Parish Councils and a geographically sizable ward (around 8 miles across). It does not satisfy the LGBCE requirement to reflect community identity, nor does it provide for effective and convenient local government and does not even result in electoral equality as it results in a Ward with a -12% variance.
- The Council accepts the comments from the LGBCE regarding the RCC proposal to move Hambleton to Martinsthorpe, and on this basis suggests that it may be more appropriate to move Eggleton to Martinsthorpe instead – in order to improve electoral equality.
- There is significant evidence that the Parish of Barleythorpe should be separated from the County Ward of Oakham North West and be a Ward in its own right. A Community Governance Review was undertaken for the Oakham North West and Barleythorpe area during 2016/17. As part of this review a number of options were put forward for consultation, including an option to remove the common boundary between the two parish areas so that the entire parish area of Barleythorpe was brought within the Parish of Oakham (Oakham Town Council's parish area). The overwhelming response 59% (172 out of 293 responses) indicated a preference for Barleythorpe to have its own Parish Council and that it should remain separate from the Parish of Oakham. This was the ultimate outcome of the review. The submissions received from Barleythorpe residents during this consultation clearly evidenced a sense of belonging to the Barleythorpe Community (in spite of its close proximity to Oakham); a strong desire to maintain control over local issues to safeguard the interests of this rapidly growing community; and an aspiration to improve the quality of life for local residents along with community well-being and


cohesion through an effective local governance structure. Based on this evidence and the fact that Oakham North West is a rapidly growing area with a high percentage of electoral inequality, the Council based its original proposal on warding patterns on the premise that Barleythorpe be established as a separate 2 councillor ward. The Council then moved on to each of the other wards in order to ensure that, as far as possible, the relevant criteria were met for each area.

- The Barleythorpe Community see themselves as separate and distinct from the Oakham Town in spite of the geographical closeness. The only way to achieve this without having a significant impact on the other warding arrangements for the County is to increase the Council Size to 28, as Barleythorpe would require 2 ward members in order to achieve electoral equality due to the forecast increase in Council size by 2023.
- A proposal to create a separate ward for Barleythorpe on the basis of a Council size of 27 (as put forward by the LGBCE) could involve reducing the number of Ward Councillors for Oakham by 1 member (i.e. from 8 to 7), but this would result in significant changes to every County Ward of Oakham and such extreme changes are not justified in the light of the negative impact this would have on community cohesion for any effected areas.
- The LGBCE recommendation is that Barleythorpe Parish continue to share Ward Members with Oakham North West (albeit with an increase from 2 to 3 Councillors). The Council do not believe that this represents effective and convenient local governance given that Barleythorpe now have their own Parish Council and their desire to maintain their own unique identity as detailed above.
- The proposals contained in the Draft Recommendations for changes to the Oakham County Wards do not work when considering internal road links, they also depart from the use of the railway as the demarcation between east and west Oakham. The draft recommendations proposed by the LGBCE also propose moving the Oakham South East boundary to the High St, this would split the economic town centre down the middle. The changes also have the result of linking disparate communities and therefore have a negative effect on community cohesion. None of these recommendations were considered to reflect the community identity nor provide convenient and effective local governance.
- The Council notes that the response to the initial consultation on warding patters was relatively low, but many groups, organisations and individuals are now likely to respond to the draft recommendations as part of this next stage of consultation. Early indications are that many of the affected areas feel strongly that the draft recommendations do not achieve an appropriate balance and are predominantly based on electoral equality, to the disadvantage of maintaining community cohesion and providing for effective local governance.

The Council believes, therefore, that its original proposal remains the most effective in providing for electoral equality, resulting in convenient local government in order to protect the interests and identities of local communities and requests that the Boundary Commission re-considers its original proposal.

Yours sincerely,

Mr T Mathias – Leader of the Council

Current Arrangements	RCC Recommendations	LGBCE Draft Recommendations
Council Size: 26 Average number of electors per councilor (2017): 1119 Number of electoral wards: 16	Council Size: 28 Average number of electors per councilor (2023): 1129 Number of electoral wards: 17	Council Size: 27 Average number of electors per councilor (2023): 1171 Number of electoral wards: 15
<u>Braunston and Belton</u> – 1 member (Ayston, Belton in Rutland, Braunston in Rutland, Brooke, Leighfield, Preston, Ridlington, Wardley)	<u>Braunston and Belton</u> – 1 member (Ayston, Belton in Rutland, Braunston in Rutland, Brooke, Leighfield, Preston, Ridlington, Wardley)	<u>Braunston and Martinsthorpe</u> – 2 members (Ayston, Belton in Rutland, Braunston in Rutland, Brooke, Leighfield, Preston, Ridlington, Wardley, Gunthorpe, Lyndon, Manton, Martinsthorpe, Morcott, Pilton, Wing)
<u>Martinsthorpe</u> – 1 member (Gunthorpe, Lyndon, Manton, Martinsthorpe, Morcott, Pilton, Wing)	<u>Martinsthorpe</u> – 1 member (Gunthorpe, Lyndon, Manton, Martinsthorpe, Morcott, Pilton, Wing, Hambleton)	N/A Martinsthorpe combined with Braunston – see above
<u>Oakham North East</u> – 2 members 	<u>Oakham North East</u> – 2 members (No changes)	<u>Oakham North East</u> – 2 members (alterations to Oakham Parish Ward boundaries)
<u>Oakham North West</u> – 2 members (Barleythorpe, Oakham North West)	<u>Oakham North West</u> – 2 members (Oakham North West, alterations to Oakham Parish Ward boundaries)	<u>Oakham North West</u> – 3 members (Barleythorpe, Oakham North West, alterations to Oakham Parish Ward boundaries)
N/A - Barleythorpe currently part of Oakham North West (See above)	<u>Barleythorpe</u> – 2 members (Barleythorpe)	N/A – RCC Proposal to separate Parish of Barleythorpe from Oakham North West ward of Oakham rejected by LGBCE
<u>Oakham South East</u> – 2 members	<u>Oakham South East</u> – 2 members (No changes)	<u>Oakham South East</u> – 2 members (alterations to Oakham Parish Ward boundaries)
<u>Oakham South West</u> – 2 members	<u>Oakham South West</u> – 2 Members (alterations to Oakham Parish Ward boundaries)	<u>Oakham South West</u> – 2 Members (alterations to Oakham Parish Ward boundaries)
<u>Cottesmore</u> – 2 members (Barrow, Cottesmore, Market Overton, Teigh)	<u>Cottesmore</u> – 2 members (Barrow, Cottesmore, Market Overton)	<u>Cottesmore</u> – 2 members (Barrow, Cottesmore, Market Overton)
<u>Exton</u> – 1 member (Ashwell, Burley, Egleton, Exton and Horn, Hambleton, Whitwell)	<u>Exton</u> – 1 Member (Ashwell, Burley, Egleton, Exton and Horn, Whitwell)	<u>Exton</u> – 1 member (Ashwell, Burley, Egleton, Exton and Horn, Hambleton, Whitwell) No changes to current ward boundaries proposed

Current Arrangements	RCC Recommendations	LGBCE Draft Recommendations
<u>Greetham</u> – 1 member (Clipsham, Greetham, Pickworth, Stretton, Thistleton)	<u>Greetham</u> – 1 member (Clipsham, Greetham, Pickworth, Stretton, Thistleton) No changes to current ward boundaries proposed	<u>Greetham</u> – 1 member (Clipsham, Greetham, Pickworth, Stretton, Thistleton) No changes to current ward boundaries proposed
<u>Ketton</u> – 2 members (Barrowden, Ketton, Tinwell, Tixover)	<u>Ketton</u> – 2 members (Barrowden, Ketton, Tinwell, Tixover) No changes to current ward boundaries proposed	<u>Ketton</u> – 2 members (Barrowden, Ketton, Tinwell, Tixover) No changes to current ward boundaries proposed
<u>Langham</u> – 1 member (Langham)	<u>Langham</u> – 1 member (Langham) No changes to current ward boundaries proposed	<u>Langham</u> – 1 member (Langham) No changes to current ward boundaries proposed
<u>Lyddington</u> – 1 member (Bisbrooke, Caldecott, Glaston, Lyddington, Seaton, Stoke Dry, Thorpe-by-Water)	<u>Lyddington</u> – 1 member (Bisbrooke, Caldecott, Glaston, Lyddington, Seaton, Stoke Dry, Thorpe-by-Water) No changes to current ward boundaries	<u>Lyddington</u> – 1 member (Bisbrooke, Caldecott, Glaston, Lyddington, Seaton, Stoke Dry, Thorpe-by-Water) No changes to current ward boundaries
<u>Normanton</u> – 2 members (Edith Weston, Empingham, Normanton, North Luffenham, South Luffenham)	<u>Normanton</u> – 2 members (Edith Weston, Empingham, Normanton, North Luffenham, South Luffenham) No changes to current ward boundaries proposed	<u>Normanton</u> – 2 members (Edith Weston, Empingham, Normanton, North Luffenham, South Luffenham) No changes to current ward boundaries proposed
<u>Ryhall & Casterton</u> – 2 members (Essendine, Great Casterton, Little Casterton, Ryhall, Tickencote)	<u>Ryhall & Casterton</u> – 2 members (Essendine, Great Casterton, Little Casterton, Ryhall, Tickencote) No changes to current ward boundaries proposed	<u>Ryhall & Casterton</u> – 2 members (Essendine, Great Casterton, Little Casterton, Ryhall, Tickencote) No changes to current ward boundaries proposed
<u>Uppingham</u> – 3 members (Beaumont Chase, Uppingham)	<u>Uppingham</u> – 3 members (Beaumont Chase, Uppingham) No changes to current ward boundaries proposed	<u>Uppingham</u> – 3 members (Beaumont Chase, Uppingham) No changes to current ward boundaries proposed
<u>Whissendine</u> – 1 member (Whissendine)	<u>Whissendine</u> – 1 member (Whissendine, Teigh)	<u>Whissendine</u> – 1 member (Whissendine, Teigh)

LGBCE accepts RCC proposal

LGBCE makes own proposal

COUNCIL

15 January 2018

SCHOOL ADMISSION ARRANGEMENTS 2019

Report of the Director for People

Strategic Aim:	Creating a brighter future for all	
Exempt Information	No	
Cabinet Member(s) Responsible:	Mr D Wilby, Portfolio Holder for Lifelong Learning	
Contact Officer(s):	Gill Curtis, Head of Learning and Skills	01572 758460 gcurtis@rutland.gov.uk
Ward Councillors	N/A	

DECISION RECOMMENDATIONS

That Council:

1. To approve Rutland County Councils Admission Arrangements 2019.
2. To authorise the Director for People, in consultation with the Portfolio Holder for Lifelong Learning, to approve Admission Arrangements annually if no changes are to be made.

1 PURPOSE OF THE REPORT

- 1.1 This report is to inform Council of the outcomes of the formal consultation on Rutland County Council Admission Arrangements 2019 for maintained voluntary controlled schools in Rutland so that Council can approve the Arrangements.
- 1.2 There are no substantial changes to the admission arrangements for 2019 apart from the annual date changes within the primary school admissions process timetable. However, it is seven years since the last consultation was carried out therefore there was a statutory requirement to consult on the 2019 document.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 Rutland County Council, as admission authority for voluntary controlled maintained schools in the Local Authority area, has a statutory duty to determine and publish admission arrangements that are compliant with the 'School Admissions Code - statutory guidance for admission authorities, governing bodies, local authorities, schools adjudicators and admission appeal panels' (December 2014). Section

s86 of the 'School Standards and Framework Act 1998' requires LAs to make reports to the Schools Adjudicator about such matters connected with relevant school admissions as required by the Code which ensures that LAs remain compliant as an admission authority.

- 2.2** The School Admissions Code states that when changes are proposed to admission arrangements (admission policy), admission authorities must first publicly consult on those arrangements. If no changes are made to admission arrangements, they must be consulted on at least once every 7 years.
 - 2.2.1** Changes could include setting different school holiday patterns such as significantly extending or reducing length of school holidays over the year, whilst still maintaining the statutory attendance expectations. The holiday patterns for the five schools within Rutland County Council's admissions authority align with other schools in the county and would not benefit from a significant change in holiday pattern unless this was to be a county wide decision.
 - 2.2.2** Changes could be made to the criteria for determining the preference ranking if the school is over-subscribed which could include how the home to school distance is measured. In Rutland this is measured, using an electronic mapping programme, by calculating the distance that would be travelled from home to school by foot or transport. Admission authorities could measure this 'as the crow flies' but this would not align with Rutland's method for determining if a child is eligible for school transport.
- 2.3** There has been no change to Rutland County Council's Admission Arrangements since the last consultation in 2010; therefore there has not been a requirement for consultation during that time. However, in light of the requirement for admission authorities to review their arrangements, Rutland County Council has undertaken formal consultation on the admission arrangements for 2019.
- 2.4** Rutland County Council's Admission Arrangements only apply to the schools where Rutland County Council is the admission authority; all other admission authorities within Rutland will determine their own admission arrangements.
- 2.5** Rutland County Council is the admission authority for maintained voluntary controlled schools within Rutland and, at the time of the report, this refers to Empingham C of E Primary School, Exton and Greetham C of E Primary School, Great Casterton C of E Primary School, Oakham C of E Primary School and Uppingham C of E Primary School.
- 2.6** The Local Authority will cease to be the admission authority for these schools when they convert to academy status and therefore the number of schools to which the RCC Admission Arrangements relates is likely to be reduced by the time the 2019 arrangements are put into practice.
- 2.7** Should all schools convert to academy status prior to these arrangements becoming active, the Local Authority will still retain duties in relation to school admissions; these duties are:
 - 2.7.1** to provide advice and assistance to parents when deciding on a school place and allow parents to express a preference (s86 (1A) School Standards and Framework Act 1998);

- 2.7.2 to publish each year a composite prospectus for all state funded schools in the area;
- 2.7.3 to formulate, publish and adopt a scheme to co-ordinate administration of admissions for state funded schools in the local authority area;
- 2.7.4 to establish and manage a Fair Access protocol for in-year admissions;
- 2.7.5 to annually write to parents of prospective schools in their locality with information about schools with atypical admission ages within the local authority or within reasonable travelling distance;
- 2.7.6 to include details of schools with atypical admission ages in the local authority or within reasonable travelling distance in their composite prospectus;
- 2.7.7 Parent/carers should be able to look at a set of arrangements and understand easily how places for that school will be allocated. In drawing up their admission arrangements, admission authorities must ensure that the practices and the criteria used to decide the allocation of school places, including the oversubscription criteria should there be more applications for a school than places available, are fair, clear and objective.

3 CONSULTATION

- 3.1 The School Admissions Code (2014) states that consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January in the determination year; Rutland County Council carried out the consultation between 2nd October 2017 and 30th November 2017. As per the requirements of the Code the following were consulted:
 - 3.1.1 parents of children between the ages of two and eighteen via Rutland Early Years settings, primary and secondary maintained schools and academies and sixth form college;
 - 3.1.2 other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions including Parish and Town Councils and relevant Trade Unions;
 - 3.1.3 all other admission authorities within the local authority area;
 - 3.1.4 whichever of the governing body and the local authority who are not the admission authority;
 - 3.1.5 any adjoining neighbouring local authorities where the admission authority is the local authority; and
 - 3.1.6 in the case of schools designated with a religious character, the body or person representing the religion or religious denomination.
- 3.2 Full consultation took place and was promoted through Rutland County Council website. No responses were received thus indicating that no changes are required to the draft Admission Arrangements for 2019.
- 3.3 Admission authorities must determine admission arrangements for entry in

September 2019 by 28 February 2018. Once admission authorities have determined their admission arrangements, they must notify the appropriate bodies and must publish a copy of the determined arrangements on their website displaying them for the whole offer year (the school year in which offers for places are made).

- 3.4** Following determination of arrangements, any objections to those arrangements must be made to the Schools Adjudicator. Objections to admission arrangements for entry in September 2019 must be referred to the Adjudicator by 15 May 2018.

4 ALTERNATIVE OPTIONS

- 4.1** There are no alternative options. Admission Arrangements are a statutory requirement and therefore, if not provided, the Council would not be fulfilling its statutory function as an admission authority.

5 FINANCIAL IMPLICATIONS

- 5.1** There are no financial implications associated with the Admission Arrangements 2019.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1** The Authority has a duty to comply with the mandatory requirements imposed by all relevant legislation including the School Admissions Code (or by statutory provisions). The School Admissions Code has been issued under Section 84 of the School Standards and Framework Act 1998 ('SSFA 1998') Chapter 1 of Part 3 of the School Standards and Framework Act (SSFA) 1998 contains the key provisions regarding schools admissions, including the statutory basis for the Code. The Code reflects changes to the law made by the Education Act 2011 and Regulations.
- 6.2** The Regulation that applies for the purpose of this report is the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2014.

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 Gill Curtis.

8 COMMUNITY SAFETY IMPLICATIONS

- 8.1** There are no community safety implications identified within this report.

9 HEALTH AND WELLBEING IMPLICATIONS

- 9.1** Rutland County Council Admission Arrangements 2019 will have minimal implications on social, economic and environmental living conditions that would indirectly affect health.

10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 10.1** All admission authorities must review their Admission Arrangements every seven years even if no changes are being proposed.
- 10.2** Following consultation, there is no requirement to make any changes to 2019 arrangements for admissions for Rutland maintained voluntary controlled schools.
- 10.3** If no changes are made within the seven year cycle, the Director for People, in consultation with the Cabinet Member with Portfolio for Education, is authorised to continue to formally approve annual Admission Arrangements.
- 11 BACKGROUND PAPERS**
- 11.1** There are no additional background papers to the report.
- 12 APPENDICES**
- 12.1** Appendix A - Draft Admission Arrangements 2019.

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

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DRAFT

**Rutland County Council
Admission Arrangements
September 2019**



**For admission to maintained
voluntary controlled schools**

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INTRODUCTION

The School Admissions Code

These Admission Arrangements have been drafted in compliance with relevant legislation, including the School Admissions Code (December 2014) and imposes a number of mandatory requirements. In all cases, if there is a conflict between these arrangements and the Code then the Code will prevail, and if these arrangements are silent on any matter then the Code will be followed. The School Admissions Code is made under section 84 of the School Standards and Framework Act 1998.

The Code states that, in drawing up their admission arrangements, admission authorities must ensure that the practices and the criteria used to decide the allocation of school places are fair, clear and objective. Parents should be able to look at a set of arrangements and understand easily how places for that school will be allocated. The arrangements should comply with the regulations and legislation set out in the code.

The Code also underpins the vision of access to schools which needs to be responsive to the needs of parents, families and their communities, and ensures that local authorities and schools are accountable for achieving fair access.

These admission arrangements are supported by Rutland County Council's Fair Access Protocol.

Admission Authorities

Rutland County Council is the local authority responsible for the administration and determination of admissions to maintained voluntary controlled schools in the local authority area¹. In effect, this means that it is responsible for drafting, if necessary consulting on, and implementing arrangements for admissions to 5 of the 20 schools in Rutland, for which it is the admission authority.

These schools are:

- Empingham C of E Primary School (Voluntary Controlled school)
- Exton and Greetham C of E Primary School (Voluntary Controlled school)
- Great Casterton C of E Primary School (Voluntary Controlled school)
- Oakham C of E Primary School (Voluntary Controlled school)
- Uppingham C of E Primary School (Voluntary Controlled school).

¹ The local authority area is defined as the geographical area within the county boundary.

The remaining 15 schools are their own admission authority (OAA) and responsible for their own admission arrangements:

- Brooke Hill Academy, Oakham (Academy)
- Catmose Primary School, Oakham (Academy)
- Cottesmore Millfield Academy, Kendrew Barracks (Academy)
- Edith Weston Academy (Academy)
- English Martyrs Catholic Academy, Oakham (Academy)
- Ketton C of E Primary School (Academy)
- Langham C of E Primary School (Academy)
- Leighfield Primary School, Uppingham (Academy)
- Ryhall CE Academy (Academy)
- St Mary & St John C of E Primary School, North Luffenham (Voluntary Aided school)
- St Nicholas C of E Primary School, Cottesmore (Academy)
- Whissendine C of E Primary School (Academy)
- Casterton College, Rutland (Academy)
- Catmose College, Oakham (Academy)
- Uppingham Community College (Academy).

Applications within the normal admissions round

Applications received within the timetabled co-ordinated admissions process for a first-time primary school place into reception year group and for a first-time secondary school place into Year 7, for admission at the start of the academic year, are known as applications 'within the normal admissions round'. These applications will be processed in accordance with the co-ordinated admissions scheme for Rutland primary and secondary schools.

In-Year Admissions

Applications received outside of the timetabled co-ordinated admissions process for a primary school or secondary school place, into any year group, are known as applications 'outside the normal admissions round' and, within this document, are referred to as 'in-year' applications.

Making an application

All applications for admission into both primary and secondary education provision in Rutland must be made using the agreed processes. For admissions within the normal admissions round for the 2019 academic year, applications can be made either by using the hard copy application form or by using the online application form. At the time of drafting these arrangements there is no online application process available for in-year admission applications and such applications therefore need to be submitted using a hard copy application form.

We look forward to receiving your application for a Rutland school for 2019. We hope this document clearly sets out the admission arrangements for 2019

for schools for which Rutland County Council is the admission authority and addresses any initial queries you may have about applying for a place at one of these schools. However, if you find that you have any further questions please refer to the point of contact information in Section 21 of this document.

Dr Tim O'Neill
Director of Children's Services
Rutland County Council

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Administering School Admission Applications

1. Starting Primary School in September 2019

A child normally starts primary school at the beginning of the term after their fifth birthday – this is the start of compulsory school age.

In Rutland, all voluntary controlled schools operate a 4+ policy and will admit pupils at the beginning of the academic year in which their fifth birthday falls – that is, children may be admitted below compulsory school age. This means that pupils who were born between 1 September 2014 and 31 August 2015 may start school in September 2019.

When admitting children below compulsory school age:

- a) these arrangements do not apply to those being admitted for nursery provision including nursery provision delivered in a co-located children's centre;
- b) parents of children who are admitted for nursery provision must apply for a place at the school if they want their child to transfer to the reception class. Where schools have a nursery class attached, separate admission arrangements are published for entry to the nursery;
- c) attendance at the nursery or co-located children's centre does not guarantee admission to the school;
- d) parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. In addition, parents of summer born children may request that their child is admitted out of their normal age group (see Section 3); and
- e) parents can request that their child attends part-time until the child reaches compulsory school age.

The local authority (LA) has responsibility to co-ordinate the primary school admissions process. It also acts as a central point of contact for all applications for a primary school place to start in September 2019. This ensures a common timetable, common application form and common date of allocation for the benefit of all parents and children. However, it is important to stress that voluntary aided schools and academies are their own admission authority and will therefore apply their own admission arrangements to applications received for their school.

These admission arrangements support the guidance given in the School Admissions Code which states: -

“While parents may express a preference for any state funded school – regardless of whether it is in the local authority area in which they live –

admission authorities must not give any guarantees that the preference will be met.”

Decisions to offer or refuse admission must not be made by one individual in an admission authority. Where the school is its own admission authority, the whole governing body, an admissions committee established by the governing body or the academy trust must make such decisions.

Such principles are applied equally to in-year admissions, in that head teachers or other school staff must not give parents an expectation that their application will be successful, or tell them that their child has been given a place at the school, before an offer of a place has been made formally by the admission authority.

2. Applications

The form used to collect details about the child and the family is available both online and in hard copy (i.e. a printed form on paper) and is called the ‘Application Form’. In some instances, supporting documentation is required to accompany the application form. Applications will only be considered as complete when both the completed application form and all supporting documentation, as appropriate, have been received by the local authority.

Parents have a statutory right to express a preference for any maintained school they choose, though no guarantee of an offer of a place at a particular school can be made.

It is not a requirement that applications must include a preference for the child’s catchment area school, if applicable. However, if a place cannot be offered at any of the preferred schools on the application, a place will be offered at the nearest school to the child’s home address that has a place available after all allocations have been made. A place may not be offered at the catchment school if the catchment school is full.

Once the closing date for applications has passed, preferences cannot be changed without a genuine reason for doing so, for example, if the family has recently moved address. If changes to preferences are required then a new application must be submitted which will then be classed as ‘late’ (see Section 10) due to being submitted after the closing date.

3. Delaying a child’s admission to school (deferred entry)

If a parent prefers their child not to start primary school at the beginning of the academic year in which the child’s fifth birthday falls, but chooses instead to wait a little longer, then this is acceptable as long as the child has started school by the beginning of the term after their fifth birthday and within the academic year. In such cases, an application form must still be submitted within the normal admissions round but the parent should state that they wish to express a preference for deferred entry. Any place offered should still be accepted within the normal response time (see Section 7) and the place will

be held open for that child but only up to the end of that academic year. A parent that has expressed a preference to defer entry for their child will still be eligible to access funded education for 4 year olds in private or voluntary sector provision and as such will be benefiting from an offer of education.

With respect to summer born children (born between 1 April and 31 August), compulsory education does not apply until the beginning of the following academic year although deferring entry beyond the 'normal' academic year of entry would normally comprise entry straight into Year 1 and in such cases a place would not be held for the child and the parent would have to submit an application for an 'in-year' place for Year 1. A parent may request, alongside their application form, that their child is admitted into the Reception year group in the following year, which would mean the child is admitted outside their normal age group. Such a request would have to be considered by the admission authority for the school and a decision made based on the circumstances of each individual case. This will include taking account of:

- the parent's views;
- information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group;
- whether they may naturally have fallen into a lower age group if it were not for being born prematurely;
- the views of the head teacher of the school(s) concerned.

The admission authority cannot hold a place for a child beyond the academic year and if it is agreed that a child can be admitted outside their normal year group into the Reception class the following year, the current application would be withdrawn and an application would need to be made as part of the normal round for the following year. Even if a place has been offered for the previous September, there is no guarantee that a place will be available for the following September.

Parents wishing to seek a place for their child outside of their normal age group must contact their home local authority for guidance on the procedure to follow.

4. Starting school before compulsory school age

It is not Rutland County Council's policy to admit a child to school before the beginning of the academic year in which their fifth birthday falls. This policy applies regardless of academic ability.

5. Timetable

Rutland operates a 6 term year and term dates are published on the County Council website at www.rutland.gov.uk

Rutland's timetable for first-time primary school admission applications for September 2019 is as follows: -

Date	Action
Tuesday 15 January 2019	Closing date for Rutland residents to submit an application form to Rutland County Council (RCC), their 'home' LA.
By Friday 1 February 2019	RCC to inform other LAs of any applications received for a place at a school within their LA areas.
By Friday 8 February 2019	RCC to forward a list of all applications received for Rutland VA and Academy schools to the school direct for processing and ranking.
By Friday 1 March 2019	Rutland VA and Academy schools to return a confirmed, ranked list of applications for their school to RCC.
By Friday 22 March 2019	RCC and other LAs to exchange information about the outcome of applications for places at schools within their areas.
By Friday 12 April 2019	RCC to send each Rutland primary school a finalised list of offers to be made to their school.
Tuesday 16 April 2019	*RCC to send offers to Rutland residents.
Post 16 April 2019	RCC will continue to administer the co-ordinated process in close partnership with all Rutland primary schools and other LAs.

*NB. No school may confirm an offer of a place to an applicant until after the offer date. It is important to remember that it is the local authority that makes the offer as part of the coordinated admissions process.

6. Oversubscription criteria for Rutland voluntary controlled schools

With regard to the five Rutland voluntary controlled schools, for which the local authority is the admission authority, where they are oversubscribed (more applications received than places available), the Published Admission Number (PAN) for the school concerned will not be exceeded unless there are exceptional circumstances. The PAN for each school is as follows: -

School	Published Admission Number (PAN)
Empingham C of E Primary School	13
Exton and Greetham C of E Primary School	10
Great Casterton C of E Primary School	15
Oakham C of E Primary School	45
Uppingham C of E Primary School	30

In the case of oversubscription for the schools listed above, the following criteria will be applied in priority order to rank the applications and determine which children will be offered a place: -

Criterion 1 – Child Looked After / Previously Child Looked After

Where the child is a child looked after or was previously a child looked after (previously looked after refers to a child who was looked after but ceased to be so after they were adopted, or became subject to a residence order or special guardianship order).

Criterion 2 – Catchment Area

Where the child's place of residence is within the catchment area of the school (maps showing catchment areas can be found on pages 19, 20 and 21);

- The place of residence is determined to be the address of the parent or carer with whom the child spends the majority of time as a child of a family during term-time. If clarification is required regarding a particular catchment area, applicants should contact the local authority for further details. If the child spends equal time with each parent/carers, the parents/carers must reach agreement as to which address will be classed as the child's place of residence for the application form. If agreement cannot be reached, the application received from the parent/carers in receipt of child benefit would be the application to be processed. Proof of receipt of child benefit would need to be provided.

Criterion 3 – Sibling

Where there is already a sibling at the school who is expected to be on roll at the school at the time of admission of the younger sibling;

- a) Sibling is defined as a child of the family, sharing a parent by birth or adoption or living at the same address at the time of application and until and including the date of the offer letter.
- b) In the case of same age siblings, where there are insufficient places available to admit the children, the school will be authorised to exceed its Published Admission Number to allow admission of the subsequent child, (see Section 18 regarding infant class sizes). The above paragraph refers to twins but would also apply to triplets, children from other multiple births or siblings in the same age cohort.

Criterion 4 – Special Need

Where a child has a special educational or medical need or there is a family/carer need;

- a) In order to be allocated a place under this criterion, supporting evidence is required, which must include the particular reasons why the school in question is the most suitable for the child and the difficulties that would be caused if the child had to attend another school. Supporting evidence could be in the form of:
 - i. special educational need which is not defined in an Education, Health and Care Plan but which still requires support by written evidence from a GP, educational psychologist, speech therapist or other recognised professional;
 - ii. medical need should be supported by written evidence from a GP, educational psychologist, speech therapist or other recognised professional;
 - iii. family/carer need should be supported in writing by an appropriate professional, eg, a GP, health visitor or other recognised professional,
- b) This criterion is not intended to discriminate against or disadvantage children with special educational needs or disabilities.

Criterion 5 - Distance

Pupils who live nearest the school by distance;

- a) Distance is measured from the centre point² of the child's place of residence to the centre point of the main school building. The route is defined as a driving route³ or safe walking route, whichever is the shorter. Distance is measured using a computerised mapping system.

² The centre point of any location is determined by data taken from the National Land and Property Gazetteer.

³ Routes follow maps supplied by the Ordnance Survey as part of the Integrated Transport Network dataset.

- b) In the event that two or more addresses have the same computerised distance measurement, a representative of the local authority will visit the locations to determine which address is closest to the school in question. Distances will then be measured by the representative physically travelling a route from the front door of the child's home address (including flats) to the main entrance of the main school building, with these distances overriding those of the computerised system.

It should be noted that where over-subscription results in the PAN being reached within one of the five criteria then sub-prioritisation within criteria will take place. For example, if there are 22 applicants for a PAN of 20, all of which are in catchment, then sibling within catchment will take precedence, followed by special need within catchment, followed by distance within catchment.

If the PAN has been reached for all of the schools named on the application form and no offer can be made for a preferred school, then a place will be offered at the next nearest school to the child's home address with a place available (which may or may not be a catchment school). In the situation where all schools in the area have reached their PAN, then reference will be made by the local authority to Fair Access guidance.

7. Accepting the offer of a place

Following the offer of a place by the local authority, the applicant will be required to indicate acceptance, in writing to the local authority, within 14 days of the date of the offer letter. If a parent has not responded to the offer of a place within this time limit, the local authority will remind the parent of the need to respond within a further seven days. Continued lack of response will result in the local authority, as admission authority, withdrawing the offer (see Section 12).

8. Right of appeal

In the case where an application is declined due to oversubscription, all parents must be informed of their right to appeal against the decision made. All appeals must be heard by an independent panel, operate within legislation and conform to the procedures laid down in the School Admission Appeals Code (February 2012). The panel must also have regard to the implications of other legislation cited in the School Admission Appeals Code. This system is in place to provide an independent, impartial and informal forum for parents and the admission authority concerned to present their respective cases and to be confident that they will be given a fair hearing.

The appeal panel weighs up all the evidence presented to them carefully and objectively before reaching a final decision on the appeal. Admission authorities must admit a child whose parents have won an appeal. If the admission authority wants to challenge the decision of the appeal panel, it will be required to seek judicial review.

9. Waiting Lists

The admission authority must operate a waiting list for any school that is oversubscribed. Waiting lists must be clear, fair and objective and must not give priority to children based on the date either their application was received or their name was added to the list – that is, waiting lists cannot be administered on a 'first come, first served' basis. In the case of a place becoming available the oversubscription criteria will be applied to all those on the list and a place allocated accordingly. All applications declined through the oversubscription process will be given the opportunity to be placed on the waiting list. Being placed on the waiting list does not remove an applicant's right to appeal.

In the case where a place becomes available before appeals are heard, the admission authority will allocate a place from the waiting list based on the oversubscription criteria. Should the place be allocated to a child whose parents are in the process of appealing then they may accept the place and withdraw the appeal.

Waiting lists will be maintained for the whole of the academic year for which the original application was accepted. If a parent would like their child's name to remain on the waiting list for the school beyond the academic year, a new in-year application must be made.

10. Applications received after the closing date

The closing date for applications is 15 January 2019. Applications received by this date will be considered and processed within the first admissions round with offers being sent out on national offer day. Applications received after the closing date will be held as pending and processed within the second offer round in May.

11. Requests to reserve a school place

Admission authorities are not able to reserve school places for children whose parents may, or may not, decide to apply for a place later.

12. Withdrawing offers of places

Once an offer of a school place has been made, the admission authority will only withdraw that offer in the following circumstances:

- a) when a parent has failed to respond to an offer within a reasonable time;

These arrangements define a reasonable time as 14 days from the date of the offer letter, inclusive. If a parent has not responded to the offer of a

place within this time limit, the admission authority will remind the parent of the need to respond within a further seven days.

- b) when the place was offered on the basis of a fraudulent or intentionally misleading application from a parent;
- c) when a place was offered in error.

A school will not withdraw a place once a child has started at the school, except where that place was fraudulently obtained. In deciding whether to withdraw the place, the length of time that the child has been at the school will be taken into account. For example, it might be considered appropriate to withdraw the place if the child has been at the school for less than one school term (Rutland County Council term). Where a place is withdrawn on the basis of misleading information, the application will be reconsidered and a right of appeal offered if a place is refused.

13. Admission of a child into a year group other than that normally associated with their age

With the exception of delayed entry, (see Section 3), the admission authority will only admit children outside of their chronological (age) year group in exceptional circumstances. Such cases must be approved by the local authority subject to the conditions defined within the local authority guidance document, "Admission of children outside their normal age group". Decisions will be made based on the circumstances of each individual case.

14. Children with challenging behaviour

The admission authority will not refuse to admit children in or outside the normal admissions round on the basis of their poor behaviour elsewhere (unless the child has been excluded twice, see Section 15) or make subjective judgements as to the suitability of certain children for schools. There is a Fair Access Protocol in place, agreed with schools within Rutland, to ensure that – outside the normal admissions round – unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible.

The DfE provides no definition within its School Admissions Code of what it considers to be a "pupil with challenging behaviour".

15. Children who have been permanently excluded twice

Where a child has been permanently excluded from two or more schools, a parent can still express a preference for a school place, but the requirement to comply with that preference is removed for a period of two years from the date on which the latest exclusion took place. This does not apply to:

- a) children with an Education, Health and Care Plan;
- b) children who were below the compulsory school age when excluded;

- c) children who were reinstated following a permanent exclusion or who would have been had it been practicable to do so.

A permanent exclusion is regarded as taking effect from the first school day the headteacher has told the child not to attend school.

16. Children **with** an Education, Health and Care Plan

There is not a requirement for the admissions process to be followed as the special educational needs team will co-ordinate the school admission.

A child's parent or a young person has the right to request a particular school, college or other setting (Section 33 & 39 of the Children and Family Act 2014). The local authority will consult with the named school which must comply with the expressed preference unless:

- a) it would be unsuitable for the age, ability, aptitude or special educational needs of the child or young person concerned;

or

- b) the attendance of the child or young person at the named school would be incompatible with the efficient education of others, or the efficient use of resources.

17. Children without an Education Health and Care Plan who require special educational needs support

The School Admissions Code requires children and young people with special educational needs to be treated fairly.

Admission authorities have a statutory requirement that children and young people who do not have an Education, Health and Care Plan:

- a) must have their applications from parents of children and young people considered on the basis of the school's published oversubscription criteria as part of normal admissions procedures;
- b) must not refuse to admit a child or young person because they do not feel able to cater for their needs;
- c) must not refuse to admit a child or young person on the grounds that they do not have an Education, Health and Care Plan.

18. Infant Class Sizes

Infant classes (those where the majority of children will reach the age of 5, 6, or 7 during the school year) must not contain more than 30 pupils with a single school teacher. The admission authority must, therefore, refuse

admission to a school if admission of an additional child to an infant class would result in the class being in breach of infant class size legislation and result in the school having to take 'qualifying' measures, e.g., employ another teacher.

The infant class size legislation makes allowance for the entry of an additional child in very limited circumstances. These children will remain an 'excepted pupil' for the time they are in an infant class or until the numbers fall back to the infant class size limit. The 'excepted children' are:

- a) children admitted outside the normal admissions round with an Education, Health and Care Plan specifying a school;
- b) children looked after and children previously looked after admitted outside the normal admissions round;
- c) children admitted, after initial allocation of places on the offer date, because of a procedural error made by the admission authority or local authority in the original application process;
- d) children admitted after an independent appeals panel upholds an appeal;
- e) children who move into the area outside the normal admissions round for whom there is no other available school within reasonable distance;
- f) children of UK service personnel admitted outside the normal admissions round;
- g) children whose twin or sibling from a multiple birth is admitted otherwise than as an excepted pupil;
- h) children with special educational needs who are normally taught in a special educational needs unit attached to the school, or registered at a special school, who attend some infant classes within the mainstream school.

19. Children of UK Service personnel (UK Armed Forces)

For families of service personnel with a confirmed posting to their area, or crown servants returning from overseas to live in that area, the admission authority will:

- a) allocate a place in advance of the family arriving in the area, if the application is accompanied by an official letter (e.g. MOD, FCO or GCHQ) that declares a relocation date and a Unit postal address or quartering area address. (For in-year admissions, the place must be taken up no later than 30 school days following the offer. See Section 20.)
- b) ensure that arrangements in their area support the Government's commitment to removing disadvantage for service children.

The admission authority will not refuse a service child a place because the family does not currently live in the local authority area, or reserve blocks of places for these children.

20. In-Year Admissions - applications outside the normal admissions round

The local authority will provide information to parents about the places available in all Rutland schools and a suitable form for parents to complete when applying for a place for their child at any Rutland school.

For schools where the local authority is the admission authority, applications should be made through the local authority. For schools that are their own admission authority, applications should be made directly to the school.

The local authority admission authority will only allocate places in advance of a family moving into the area where suitable confirmation of residence, such as proof of completion of contracts for house purchase or a letting agreement, has been received. If there are places available but more applicants than places, then the published oversubscription criteria will be applied. If a place cannot be offered, the applicant will be given the opportunity to add the child's name to the school's waiting list and given details of their right to appeal against the decline of a place.

In-year admission applications will be processed up to 30 school days in advance of the school place being required. Applications received before this timeframe will be held as pending and will be processed 30 school days prior to the place being required.

All offers of a place for an in-year admission through the local authority must be accepted or refused within 14 days of the date of the offer letter. If a parent has not responded to the offer of a place within this time limit, the LA will remind the parent of the need to respond within a further seven days. Continued lack of response will result in the local authority, as admission authority, withdrawing the offer (see Section 12).

Once offered, the place must be taken up no later than 30 school days following the offer. Failure to take up the place within this timescale will result in the offer being withdrawn.

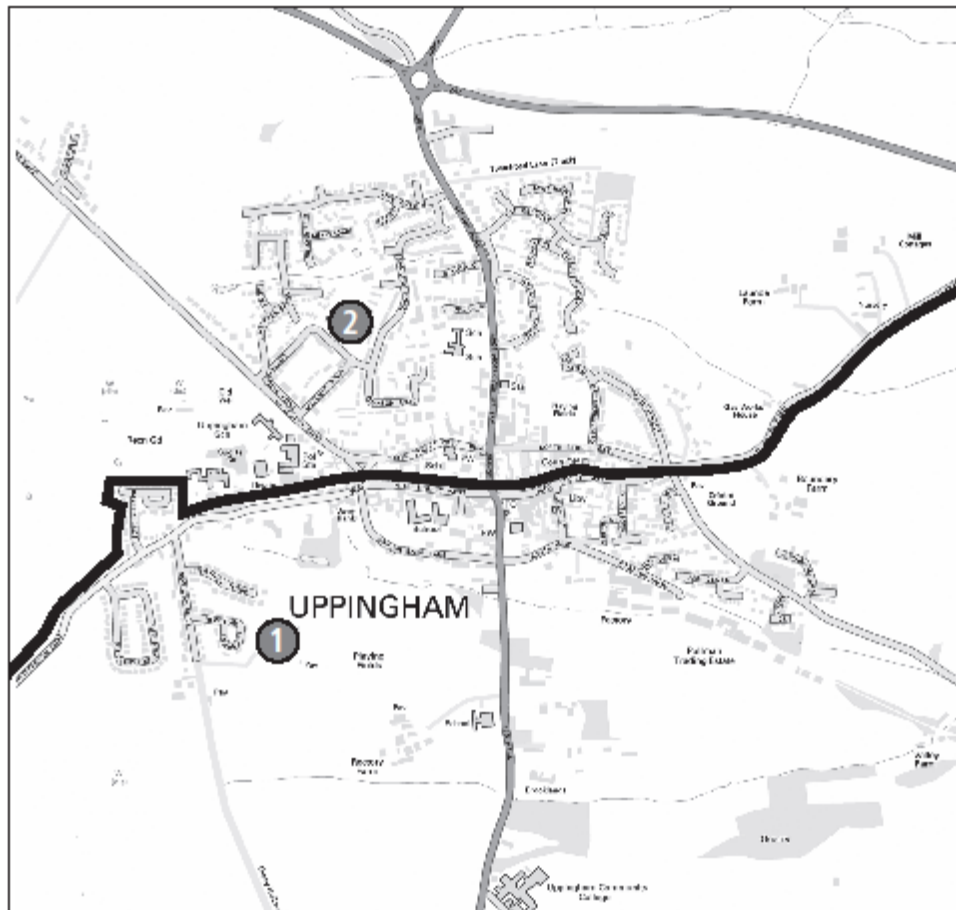
21. Point of Contact

For further information regarding these arrangements, please contact:

School Admissions
Rutland County Council
People Directorate
Catmose
Oakham
Rutland LE15 6HP

Tel: 01572 722577
Email: admissions@rutland.gov.uk

Primary school locations and catchment areas in Uppingham



Key to Uppingham Primary Schools

- 1** Leighfield Primary School
(catchment area includes south of Uppingham)
- 2** Uppingham C of E Primary School
(catchment area includes north of Uppingham)


— Catchment boundary

Primary school locations and catchment areas in Oakham



Key to Oakham Primary Schools

- ① Brooke Hill Academy (no catchment area)
- ② Catmose Primary (no catchment area)
- ③ English Martyrs Catholic Academy
- ④ Oakham C of E Primary School (catchment area shaded)

 Catchment boundary
(Railway line)

Note: the unshaded area of Oakham, to the left of the catchment boundary, is not linked to any school's catchment area. See paragraph 2.7 on page 8 of the Starting Primary School in Rutland brochure for more details.

To view a copy of this map and have the option to zoom in on the details, please go to the 'Catchment Areas' page of our website at www.rutland.gov.uk/admissions.

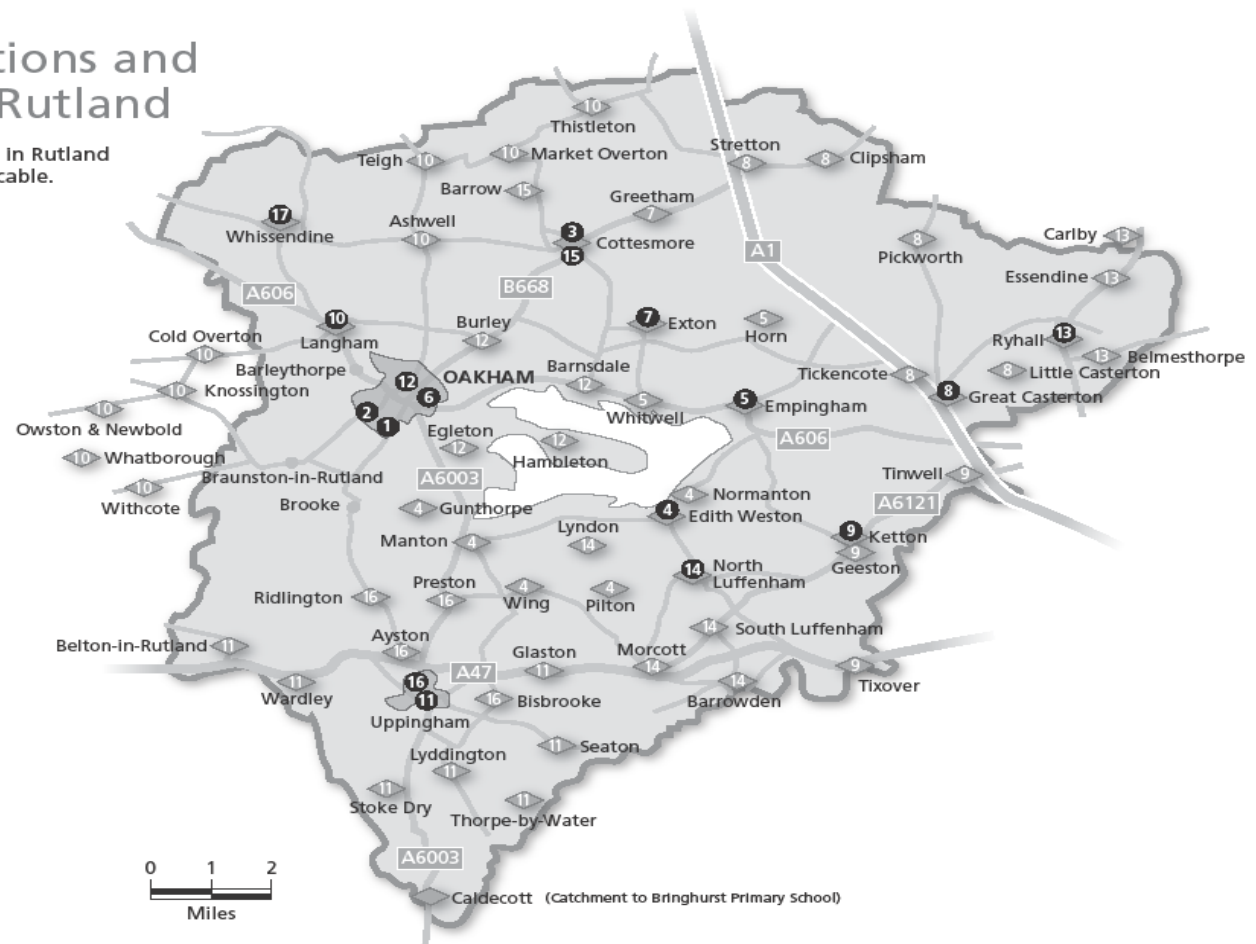
Primary school locations and catchment areas in Rutland

Map showing the location of primary schools in Rutland and the catchment area information, if applicable.

Key to Primary Schools

- 1 Brooke Hill Academy (no catchment area)
- 2 Catmose Primary (no catchment area)
- 3 Cottesmore Millfield Academy
- 4 Edith Weston Academy
- 5 Empingham C of E Primary
- 6 English Martyrs Catholic Academy
- 7 Exton and Greetham C of E Primary
- 8 Great Casterton C of E Primary
- 9 Ketton C of E Primary
- 10 Langham C of E Primary
- 11 Leighfield Academy
- 12 Oakham C of E Primary
- 13 Ryhall CE Academy
- 14 St Mary & St John C of E Primary
- 15 St Nicholas C of E Primary
- 16 Uppingham C of E Primary
- 17 Whissendine C of E Primary

14 Number in diamond denotes which school catchment area a village falls into. e.g. This village falls into the catchment area of St Mary & St John C of E Primary (No. 14).
If a village does not have a number, it does not fall within the catchment area for any Rutland school.



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