



Chelmsford City Council Cabinet

28 January 2025

Anglia Ruskin University – Strategic Masterplan Chelmsford Campus

Report by:

Cabinet Member for a Greener Chelmsford

Officer Contact:

Sally Rogers, Principal Planning Officer

Purpose

This report is asking for Cabinet approval of the masterplan for the Rivermead Campus of Anglia Ruskin University.

The masterplan is attached to this report as Appendix 1.

Context to this report

The masterplan has previously been considered by Chelmsford Policy Board, as required by the agreed Masterplan Procedure Note (Oct 2019). Since the masterplan proposals have not changed in the intervening period, the Chelmsford Policy Board officer report is attached as Appendix 2 and this is relied upon to provide the officer considerations to support Cabinet decision-making.

Options

1. Cabinet approve the Masterplan, which was recommended to be approved by Policy Board on 7 November 2024
2. Cabinet do not approve the Masterplan
3. Cabinet amend the Masterplan

Recommendation to Cabinet

Cabinet approve the Masterplan

1. Background

- 1.1. Policy DM22 of the Chelmsford Local Plan relates to Education Establishments. This states that the extension or expansion of existing educational facilities will be supported subject to their accordance with the criteria of other relevant policies within the Local Plan. The policy goes on to state that proposals for the expansion of Anglia Ruskin University and Writtle University College will be considered in the context of agreed masterplans.
- 1.2. The retention and improvement of education establishments is an important objective of the Local Plan. ARU is a key institution in the city and brings significant economic and social benefits. It has an important place in the local economy by providing employment, skills, education and research. ARU has ambitious plans to continue the development and upgrading of its Rivermead Campus, including the expansion of the medical school, which opened in 2019. The provision of a masterplan provides an understanding of the University's future intentions for the site.
- 1.3. The procedure for the submission and approval of the masterplan has been based on the general structure of the Council's Masterplanning Procedure for strategic sites. The Masterplan Procedure Advice Note (2019) sets out the specific sites requiring masterplans but does not list ARU as one of these. This is because the masterplan for the ARU is not related to a strategic growth site. The process for the ARU masterplan has therefore broadly followed the advice note but this has been simplified so that it proportionately reflects the much smaller scale and circumstances of the University.
- 1.4. The University worked with the City Council through all stages of the masterplan process and held staff and student engagement sessions. A public exhibition on the draft masterplan was held at the University in 2020. The City Council carried out public consultation during the late summer of 2023.
- 1.5. The masterplan was considered by Chelmsford Policy Board at its meeting on 7 November 2024. The Chelmsford Policy Board report is attached as Appendix 2. The draft minutes of that meeting have been published and are attached at Appendix 3. The Policy Board acknowledged that the document does not provide specific timescales or project programmes as these will be considered as part of individual planning applications in the future. The Policy Board recognised that due to the fast-changing nature of the education sector the document is more flexible than other masterplans that have been produced for strategic housing sites, where the quantum of development is fixed. The Policy Board did not request any amendments to the masterplan.

1.6. The Policy Board resolved that:

- The masterplan attached at Appendix 1 be recommended to Cabinet for approval and;
- The Board delegated to the Director of Sustainable Communities in consultation with the Chari, Vice Chair and Cabinet Member for Greener Chelmsford, to negotiate any final changes to the masterplan ahead of the consideration by Cabinet.

2. Conclusion

2.1. The masterplan provides a framework for the future intentions of the site without restricting the fast-changing needs of the establishment. The University is an important institution and the City Council seeks to support its growth and development which will bring social and economic benefits to the City.

2.2. The masterplan takes account of the existing context and challenges and seeks to harness the opportunities available to allow the University to grow and prosper. The masterplan layout and other content provides a sound framework to guide successful placemaking and will support the planning application process as it should.

2.3. The masterplan is presented to Cabinet with recommendation that it be approved.

List of appendices:

Appendix 1- ARU Rivermead Masterplan

Appendix 2- Chelmsford Policy Board Report 7 November 2024

Appendix 3- Minutes of the Chelmsford Policy Board 7 November 2024

Background papers:

None

Corporate Implications

Legal/Constitutional:

None

Financial:

None

Potential impact on climate change and the environment:

New buildings can have a negative impact on climate and environmental change issues. Planning Policies, Building Regulations and Environmental Legislation ensure that new buildings meet increasingly higher sustainability and environmental standards which will help mitigate this impact.

Contribution toward achieving a net zero carbon position by 2030:

The future qualifying buildings on the site will be required to be built to at least BREEAM "Very Good". The proposals also include provisions for EV charging, green roofs, gains in biodiversity and landscaping and a commitment to improved sustainable transport connections.

Personnel:

None

Risk Management:

None

Equality and Diversity:

None. An Equalities and Diversity Impact Assessment has been undertaken for the Local Plan.

Health and Safety:

None

Digital:

None

Other:

None

Relevant Policies and Strategies:

This report takes into account the following policies and strategies of the City Council:

Local Plan 2013-2036

Our Chelmsford, Our Plan, January 2020

Chelmsford Climate and Ecological Emergency Action Plan



a.r.u. | Anglia Ruskin
University

Strategic Masterplan Chelmsford Campus

AUGUST 2024

elliswilliams
ARCHITECTS

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ARU has been proudly part of the Chelmsford community for decades, with a strongly growing campus and a vibrant university community. As we pass the milestone of 10,000 students studying on our Chelmsford campus we look to the future with confidence and ambition.

I am therefore delighted to share our vision for the future of our Chelmsford campus, to guide further development when opportunities and needs arise. This will help ensure that we continue to deliver on our vision of transforming lives through innovative, inclusive, and entrepreneurial education and research.

We will engage widely with stakeholders to ensure that the agreed Masterplan is a shared vision for our campus, reflecting the ambitions of the City of Chelmsford and surrounding areas, and our ambition to create spaces

and facilities of value to all in our community.

Our Masterplan will help us build upon the ambitious programme of development that we have followed over recent years. In 1995, Her Majesty The Queen opened the fittingly named Queen's building, which is home to the University Library. Since then we have added our eye-catching Lord Ashcroft building; the Sawyers Building with its remarkable SuperLabs; the Michael Salmon Building, which houses cutting-edge medical simulation suites; and Arise Chelmsford, which offers laboratory, workshop and office space to small businesses in the medical and advanced engineering sectors. The most recent major development is our School of Medicine, where we are training the region's future doctors in a purpose-built space featuring state-of-the-art facilities.

Professor Roderick Watkins
Vice Chancellor

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4.0 Masterplan

Document Details

Job Number: 2556

Job Title: ARU Chelmsford Masterplan

Document Title: Strategic Masterplan

Revision: 5.19

Date of Issue: August 2024

Prepared by: MS

Reviewed by: MDE

Masterplanning Architect:
Ellis Williams Architects
 ewa.co.uk

Landscape Architect:
BCA Landscape
 bcalandscape.co.uk

Planning Consultant:
Savills
 savills.co.uk

Contact Details:

Project Director: **Mark Evans**
 mark.evans@ewa.co.uk

Lead Designer: **Mushtaq Saleri**
 mushtaq.saleri@ewa.co.uk

ARU Lead: **Liz Craig**, Estates & Facilities Services



Images:

1 - Medical School, 2 - Sawyers Building, 3 - Marconi Building, 4 - Ashcroft Building & Queens Building, 5 - Arise Building, 6 - William Harvey Building

This strategic masterplan is a response to the need identified in the ARU Strategy “Designing our Future 2017-2026” to:

“...deliver a new master plan for our Chelmsford campus, bringing together the existing developments and new ideas for maximum benefit.”

The masterplan will help to shape strategic spatial decisions, and is directly related to the vision, values and strategy of the institution.

The masterplan has been prepared following an extensive analysis of the site together with a considered and meaningful engagement with various stakeholders including staff, students, officers from Chelmsford City Council.

This Masterplan should not be seen as a fixed “design” but instead can be considered as a narrative to aid the future storyline of the campus and the University - providing a forward vision that is flexible enough to change along the way. Elements within the Masterplan are designed to be independent and may come forward in any sequence in response to identified needs at that time.

The campus is a living entity that needs a healthy dialogue and relationship with the people who live work and visit it as well as with its neighbours - we hope this document provides a useful conduit and guide to future discussions and decisions, helping to create an inclusive and welcoming environment that will reflect the ambitions of the University.

The masterplan also seeks to address

the requirement of policy DM22 of the adopted Chelmsford Local Plan (2020).

This states that:

“The extension or expansion of existing educational facilities will be supported subject to their accordance with the criteria of other relevant policies within the Local Plan. Proposals for the expansion of Anglia Ruskin University ... will be considered in the context of agreed masterplans”.

The requirement for an agreed masterplan within Policy DM22 was the direct result of effective liaison between Chelmsford City Council and ARU. The principle of a masterplan was to provide greater certainty for all parties. It not only reflects the support for such a document within ARU’s own strategy but also provides the various stakeholders with a better understanding of the University’s future intentions.

An aerial photograph of a campus, overlaid with a dark blue semi-transparent filter. The image shows a central wooded area, a large parking lot on the left, and various campus buildings and roads. The text is located in the top right corner.

1.0 Overview

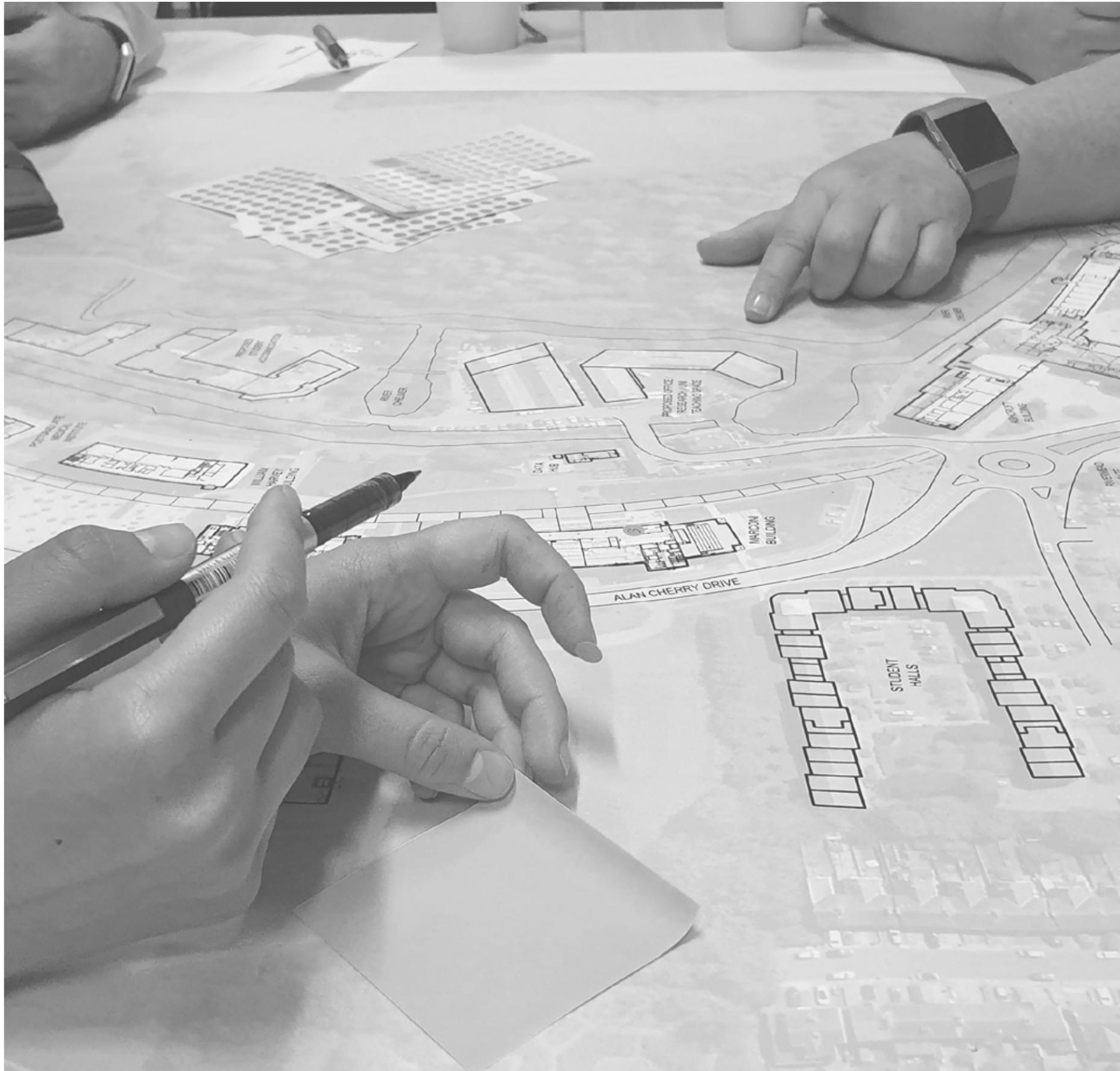
- 1.1 Purpose of the Campus Plan
- 1.2 The Vision
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- 1.4 Existing Campus Feedback

1.1 Purpose of the Campus Plan

A master plan can be defined as:

An organised set of decisions made by one person or a team of people about how to do something in the future.

To approach the master plan as just an architectural or development plan would be to miss a huge opportunity to really understand the nature and potential of the place and the people that make it work. Master plans are often presented from the viewpoint of an aircraft, with the ensuing design sketches developed from a similar scale and perspective. It could be argued that the original plan for the campus was a similar geometric exercise resulting in a curvilinear form that although pleasing on a plan (at 1:2000 scale) presents a series of problems and challenges at the human scale (which our early analysis has begun to explore)





When considering a University campus plan it is important that we adopt three core principles in our approach to what the master plan should achieve. The campus masterplan should:

1. Communicate the values of the institution;
2. Create a sense of place; and
3. Facilitate change.

COMMUNICATING THE ARU VALUES AND MISSION

The values and mission of the University should be the underlying vision for the masterplan – we should first understand what it is and then respond through the plan. The masterplan is not therefore a disconnected stand-alone vision. Through reading the various published strategy reports we have developed a diagram that aids our understanding of the core ARU values from which the “Designing our Future” strategy emerges. We have then extracted keywords that we think can form the basis of our masterplan concept:

People - Place - Sustainability - Inclusivity - Innovation - Flexibility

This is a useful starting point in trying to focus our concepts on issues and principles that relate directly to the core values and mission of the institution.

CREATING A SENSE OF PLACE

It is now understood that place has an important role to play within memory. Whilst the nature and delivery of education is changing at a pace never before seen, we are all still bound by human nature and the need to share experience within a physical space. The campus is where memorable experiences are created and generates a shared sense of belonging to those that occupy it.

Creating (and enhancing) attractive, memorable and unique spaces on campus will create a unique identity within ARU Chelmsford – helping to set it apart from other institutions in this increasingly competitive education market.

FACILITATING CHANGE

Returning back to the definition of what a masterplan is, we should consider how it will facilitate change within the organisation and what the physical strategies behind this should be. A rigid and building-focused masterplan can only facilitate change if it is followed exactly. Instead we will focus on how the three basic physical form-giving elements contribute to the basis of any plan:

Landscape - Buildings - Circulation

The overlap and synergy of these components will support the core values and mission of the University.

1.3 Engagement



Public exhibition and engagement - March 2020

This masterplan has been developed through a series of open dialogues and workshops with ARU staff and students.

Engagement is very different from consultation, the latter seeks to present a pre-conceived idea for approval rather than open up a discussion.

It has been through the various discussion, surveys and observations that a deeper understanding of the core issues has been developed, both positive and negative, from which a series of key opportunities has been identified.

- List of engagement events/dates:
- August 2019 - Appointment & Initial Surveys
 - September 2019 - Masterplan Steering Group
 - October 2019 - Travel Survey
 - October 2019 - Masterplan Steering Group
 - November 2019 - Masterplan Steering Group
 - November 2019 - Student's Union
 - December 2019 - Masterplan Steering Group
 - December 2019 - Sustainability Course Engagement
 - December 2019 - Student Engagement
 - December 2019 - Chelmsford City Council (Planning)
 - February 2020 - VC Town Hall Meeting
 - March 2020 - Draft Masterplan - Open Engagement
 - (the Covid-19 pandemic prevented further on-site engagement sessions in 2020 and 2021)
 - February 2022 - Chelmsford Planning Officers
 - November 2022 - Chelmsford Planning Officers
 - Public and key stakeholder consultation through 23/00001/MAS as publicised by Chelmsford City Council.



Staff / Student workshops - August 2019 - March 2020

1.4 Existing Campus Feedback Positive Aspects Raised by Staff & Students



Pleasant walking route in close proximity to the campus' main pedestrian path - needs to be promoted more

Campus is comprised of modern facilities

Vibrant atmosphere at the Tindal Building. The Student Union is in a convenient location, it is popular with students



The open space in the middle of the campus may provide an opportunity to create a central heart space?

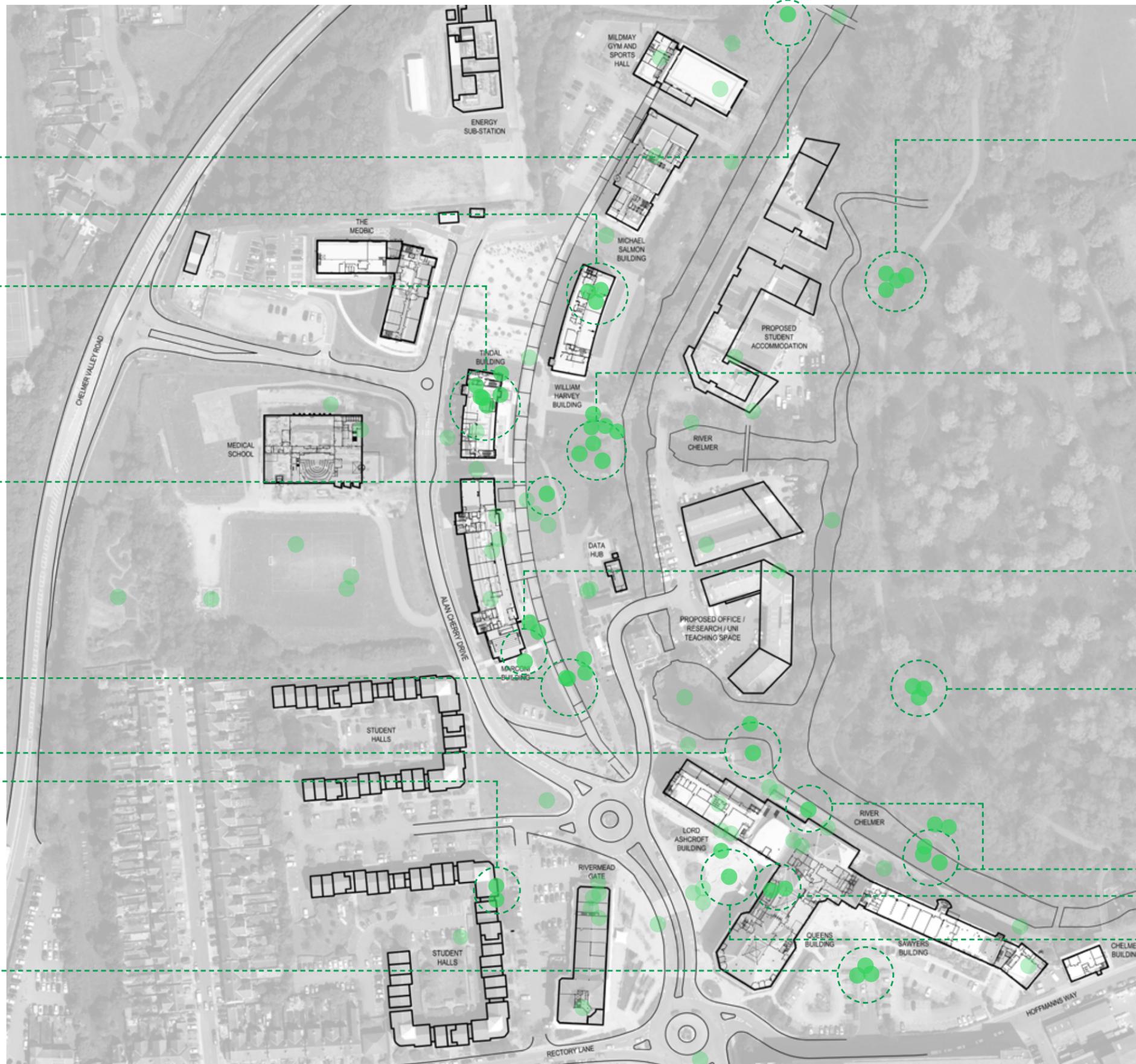


Main pedestrian walkway is well-lit, and feels safe

Pleasant seating space which is popular during lunch times
Student accommodation is accessible and on campus



Parking is important - staff need to arrive efficiently and many of the students commute into the campus.
Could underground parking be created?



Scenic walkway / cycle route



Abundance of trees and green space on campus - potential for more educational and communal use of this space



Some recreational activities integrated into the external spaces of the campus such as table tennis tables, trim trail and the labyrinth

Well used circular walk - well used by the community too. 'Bunny Walk' linking to town



Campus in close proximity to the river. Views from Lord Ashcroft Building over the river - peaceful environment

Library has good facilities

The pedestrianised entrance area has potential

1.4 Existing Campus Feedback Negative Aspects Raised by Staff & Students

Building names do not indicate the building faculty / building use

Many comment the buildings look uninspiring and the campus looks like a business park



Lack of interest along main pedestrian route, and the Sports Centre is an uninspiring end to the journey. North side of the campus is quiet particularly in the evenings



The entrance is not defined, and people drive past unaware this is a University. Unable to turn right when driving out of the campus. No pedestrian access to the campus

There are issues with the location, visibility and facilities offered at the Student Union

Parking is limited - there is a demand for more spaces

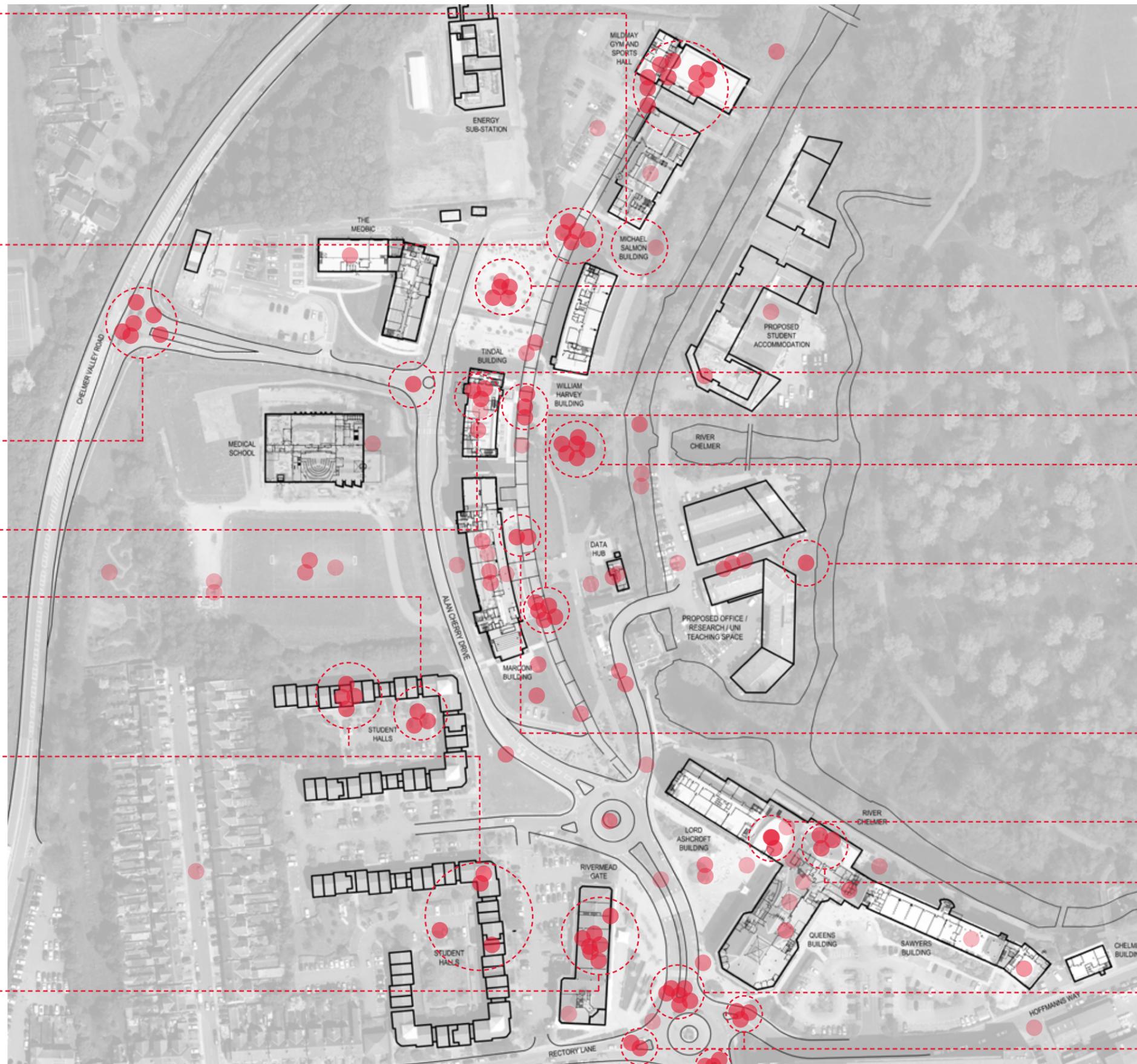


Existing student accommodation is not fit for purpose - issues with management, lack of social spaces and privacy

Poor chaplaincy and multi faith rooms are poor and in the wrong location



The Rivermead Gate Building is visually unappealing.



Sports facility is not visible from the other end of the pedestrian route. It's location feels out of the way and the facilities are limited and small



Mediterranean garden is unattractive, and a poor environment - wasted opportunity

Road through centre of campus

Lack of activity, and lack of initiatives to draw the community to the campus

Campus lacks a central heart space - green space could be better utilised. Students tend to stay at their teaching buildings as opposed to interacting with students from other faculties in a centrally located hub space

The river, green elements and walks are hidden and feel removed from the campus



Barrier between buildings and public realm

General facilities could be more centrally located. Library feels too out of the way

The canteen has a linear layout - its not large enough and an improved layout could facilitate social interaction. Particularly when students bring their own lunch there is a lack of space

Lack of identity at campus entrance

Dangerous crossings at campus entrance

1.4 Existing Campus Feedback Comments & Suggestions by Staff & Students

Park and Ride is not efficient and is costly therefore staff choose to drive

Develop sports astro-turf pitch and outside lighting

Campus needs a communal staff-room - good for well-being and information / knowledge exchange

Create connections between this side of the campus and the trails / bunny walks

Underused space

Tindal Building is in a central location which is good, however, there should be a better connection between the Mediterranean Garden and the adjacent green space

Extend to provide the space we need

Encourage pedestrian flow from Medical School to main route through campus

Underused space, perhaps bring more trees into here

Allotments - good intention but underused

Facade of Marconi is very prominent - use this for ARU signage / something unique / interesting to students

Only three disabled bays - but always full!

Student Halls are inward facing, they face car-parking and feel closed off from campus

Too much tarmac and traffic

Ideas for Rivermead Gate: student focussed co-operative shop, vegan cafe, health focussed food options

Screen the roundabout from Rivermead Gate with hedges and trees, Not a bad place to sit but for the vehicles



Students should have a way to modify / change / have an influence on the campus. It would help with student integration, they would feel part of a community, and the campus would be more personal

Need to get better building management systems - lighting, heating, air flows

Need better refreshment areas

Improve campus lighting

Need better access over the river for new student halls on the industrial estate

Create a central hub for students - take a space into the heart of campus and put what the students need in here: professional services, students services, student well-being, refreshments, social space

Promote a research community - space for PhD / MPhil research students - near to refreshments / food when working late

Students / members of the public speed down the pedestrian path on electric scooters

Make a feature of the Mill Pond Develop to be a tranquil and welcome space

I would like to see more quiet spaces to eat, for people who bring their own food with them. Not enough space at lunchtime

Need a shop selling student items e.g. ARU sweatshirts, stationary and minor refreshments

Parked buses obstruct the Park and Ride and create a congested space in front of the Lord Ashcroft Building

Pedestrian access to campus is difficult to navigate, especially when coming from the train station



2.0 The Campus Today

- 2.1 Existing Campus Layout
- 2.2 Location & Relationship to City
- 2.3 Historical Context & Assets
- 2.4 Boundaries & Neighbours
- 2.5 Existing Campus Movement
- 2.6 Existing Campus Parking
- 2.7 Trees / Landscape / Biodiversity
- 2.8 Flood Risk & Utilities

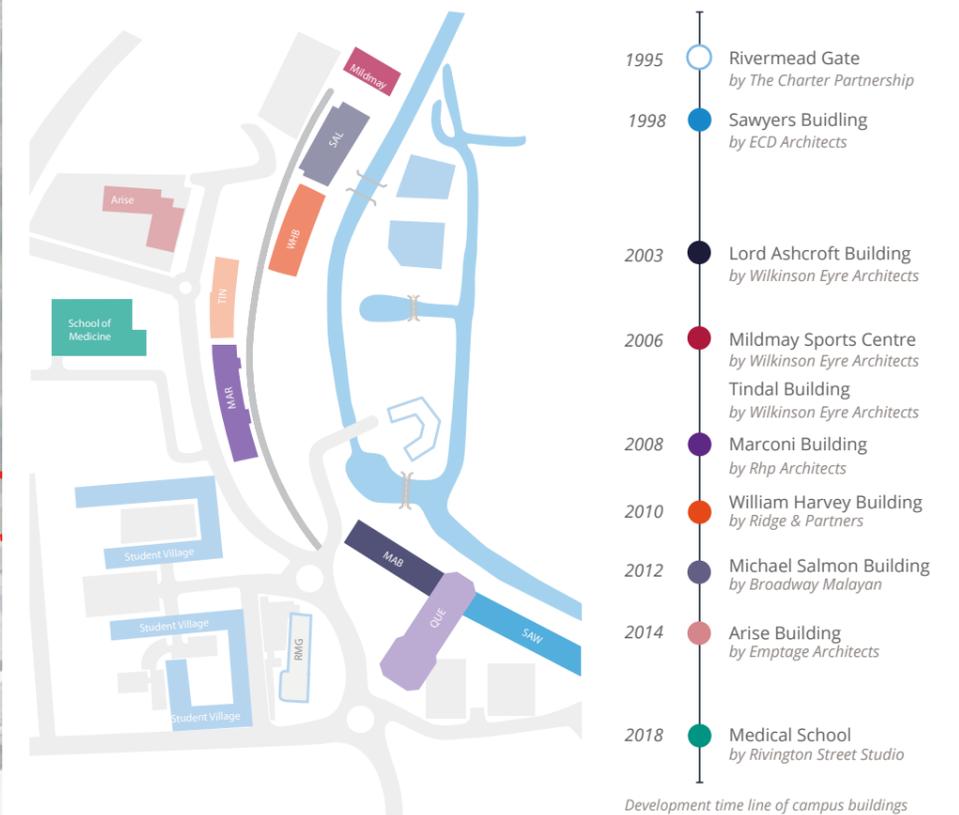


- A** Chelmer
- B** Sawyers Building
- C** Library & Queens Bldg
- D** Lord Ashcroft Building
- E** Telecoms / Data Hub
- F** Marconi Building
- G** School of Medicine
- H** Tindal Building
- I** William Harvey Building
- J** Arise Chelmsford
- K** Michael Salmon Building
- L** Mildmay Sports Centre
- M** Student Village
- N** Rivermead Gate Building

2.1 Existing Campus Layout

Wilkinson Eyre developed the Rivermead Campus Masterplan in 2002 following their design of the University's Ashcroft International Business School. The campus was set out in sweeping arcs to reflect the curve of the River Chelmer. A large pedestrian spine was created, allowing separation from vehicles and servicing, with strips of planted swales between buildings to protect against potential flooding.

Wilkinson Eyre went on to design phases A and B of the masterplan which included, a student centre (Tindal Building), a multi purpose sports centre (Mildmay Sports Centre) and a new School of Health (William Harvey Building). A landscaped area was located in the centre of the campus adjacent to the river (area to the south of William Harvey Building).



2.2 Location & Relationship to the City

ARU is situated only a short walk from the centre of Chelmsford. ARU has had a presence in the city since 1893 and moved to the current purpose-built campus in 1992.

Chelmsford's (now adopted) Local Plan highlights the continued importance of the establishment to the City (through employment, skills, education and research) and policy DM22 supports the principle of expansion in the context of an agreed masterplan.

The City has identified the need to make improved connections to the campus from the City Centre - including the upgrading of cycle routes.

Staff, students and visitors to ARU contribute to the local economy through retail, leisure and accommodation. Local facilities are also important to the wider functions of the University - such as sporting events held at Chelmsford's Sports and Athletics Centre, and graduation ceremonies held at the Cathedral.

Whilst the design scope of the masterplan is limited to the land occupied by ARU, it recognises that strategies should encourage and not prevent a greater and more integrated relationship with the city and its inhabitants.



2.3 Historical Context & Assets

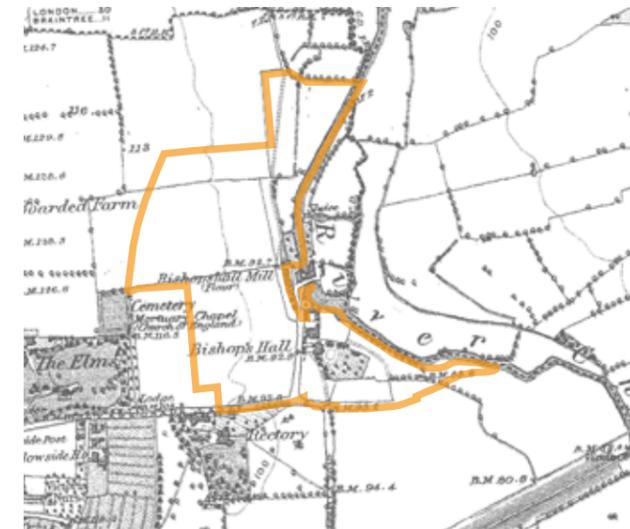


Listed Buildings & Designated Assets:

1. Bishops' Hall Mill (Grade II)
Above image (from south) demonstrates the existing setting of the building (with Marconi Building as existing backdrop)
2. Marconis, New Street (Grade II)
3. John Keene Memorial Homes (conservation area)

Non-designated Heritage Assets:

4. WWII Home Guard Defence Post
5. Chelmer Mill
6. Globe House / Durrant Court / Ashby House
7. 49 Rectory Lane
8. 81 Rectory Lane
9. Chelmsford County High School for Girls



1881 Ordnance Survey Map



1990 Ordnance Survey Map



Hoffman Ball Bearings Factory, 1923

Before suggesting any interventions or future strategies for a site it is important to gain a deeper understanding of not only the current characteristics but also the historical context. Often this can inform the design process, at the very least it makes more sense of decisions that may have been taken in the recent and distant past - decisions that still have a presence and impact today.

Although this area of Chelmsford is famous for the Marconi company (and the world's first commercial radio broadcast a short distance from campus) it was the Hoffman Ball Bearing factory that had the biggest human impact on the site. The firm was a key employer in the town up until its closure in the late 1980s - evident in the scale of the footprint it had expanded to by this stage.

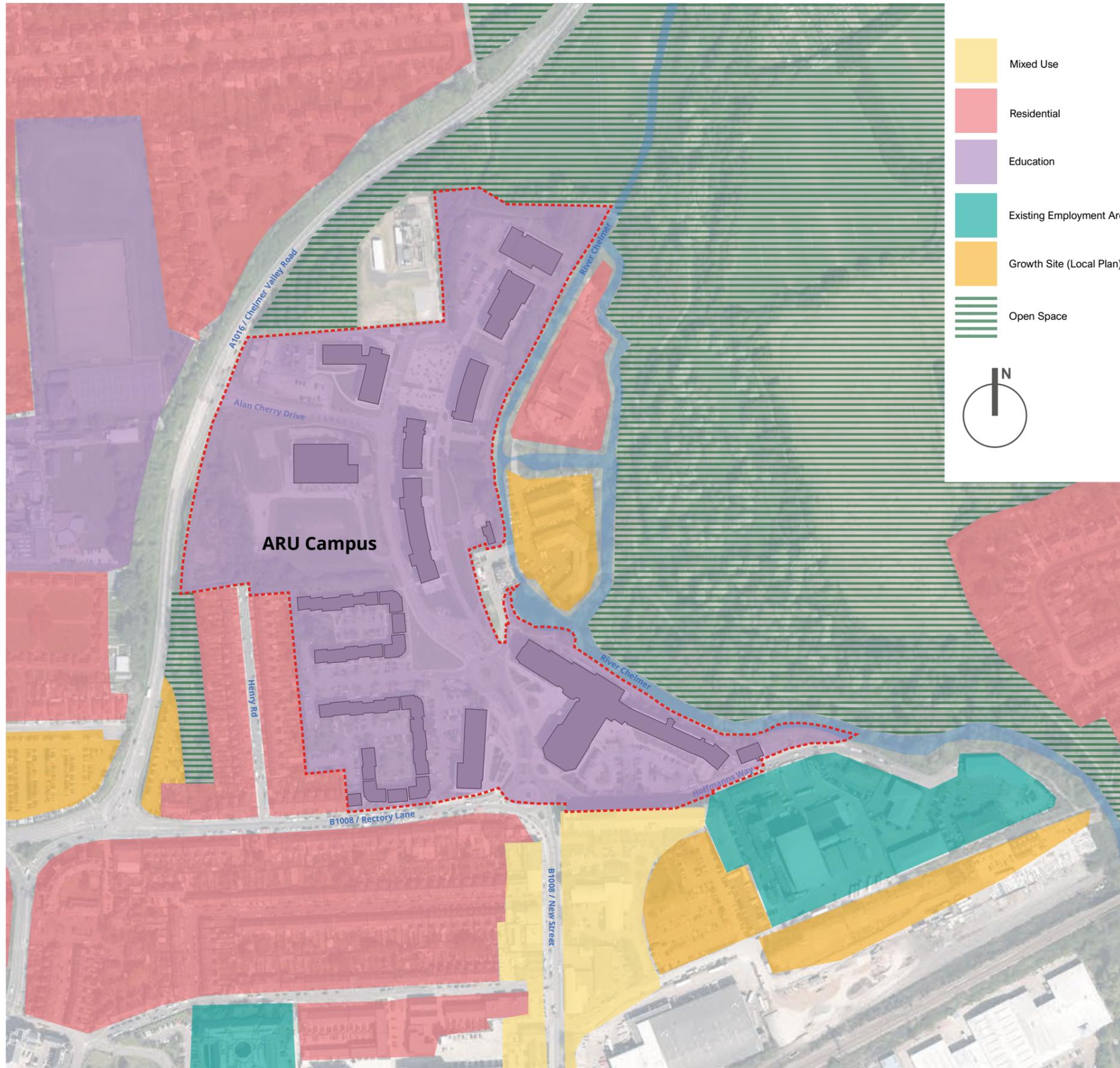
The Hoffman's factory was the location of the single greatest loss of life in the city during WWII - a V2 rocket exploded here in December 1944 (adjacent to Henry Rd).

Other significant observations from the historical mapping:

- the path of the River Chelmer has been generally consistent over the last 140 years of recorded plans.
- the consistency of open space to the east of the campus
- the previous alignment of Bishop Hall Lane possibly explains the positioning and orientation of Rivermead Gate

ARU acknowledge the importance of considering any relevant heritage assets in the wider context and would develop any future proposals in accordance with adopted policy.

2.4 Boundaries / Neighbours



The campus is bound to the east by the River Chelmer, with the Chelmer Valley Local Nature Reserve on the opposite bank. In between there are two “island” sites – the north is the site of a new student accommodation development, the south still contains light industrial and commercial units.

Across Hoffmanns Way to the south west of the campus there are various industrial and commercial premises (including the Marriages Flour Mill), together with a mixed use conversion within Durrant Court (residential and commercial), Globe House and Ashby House.

Rectory Lane to the south is predominantly two-storey residential. To the south west Henry Road is the closest residential neighbouring street to the campus – with rear gardens that back on to the current student village.

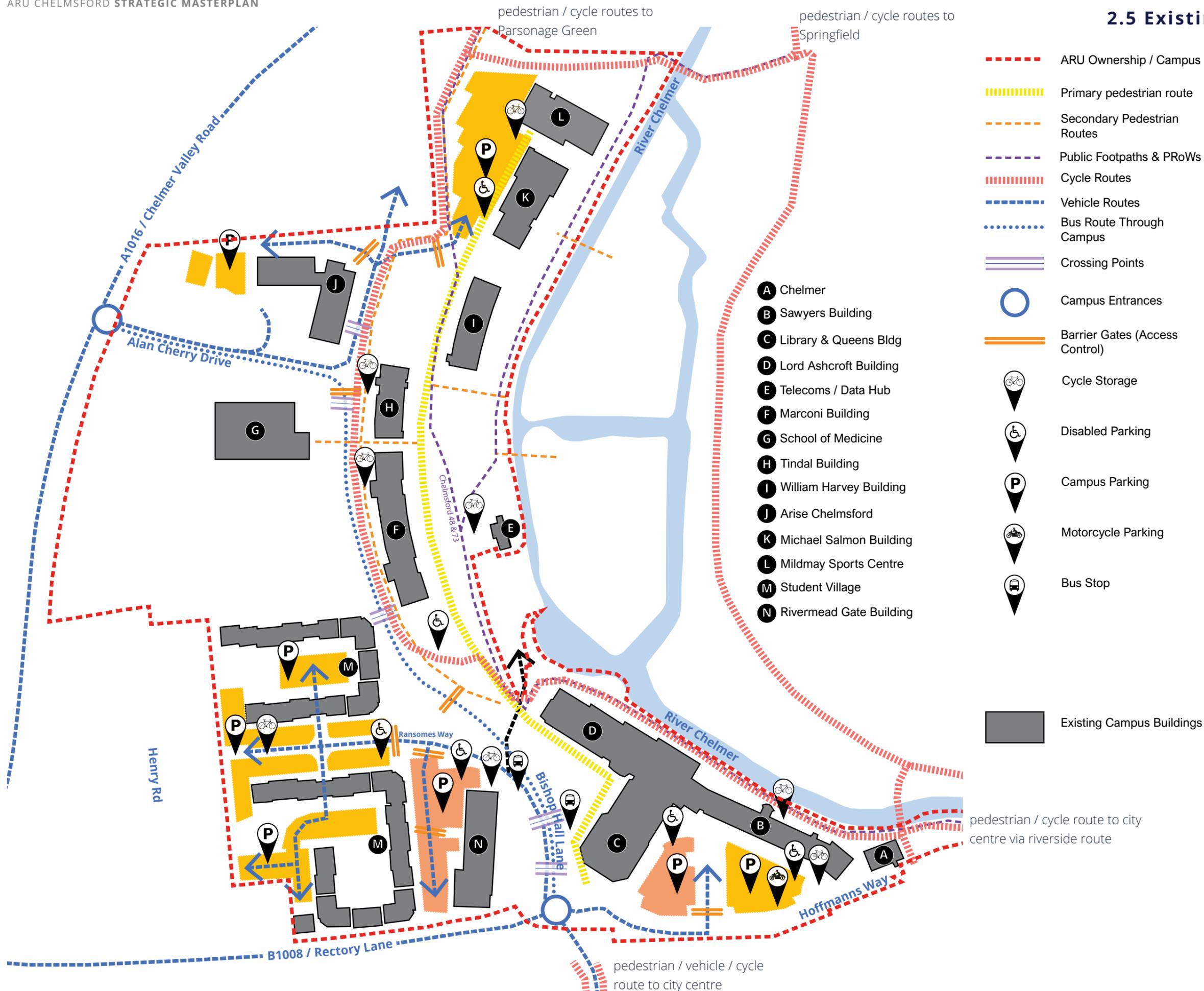
The western boundary of the campus is dominated by Chelmer Valley Road, with significant tree cover to both sides of the carriageway.

The only northern neighbour of the campus is the large electricity infrastructure site, adjacent to meadow (river flood plain).

Henry Road



2.5 Existing Campus Movement



ARU has a Travel Management Plan in order to reduce the environmental impacts of car travel to its campuses and to support its staff and students to make more sustainable travel choices.

In order to monitor the effectiveness of the Travel Management Plan they carry out annual travel surveys amongst staff and students.

Following the Covid-19 pandemic attendance and working patterns have altered significantly, with the successful introduction of more "agile working" which has enabled more staff to be based on campus (in shared workspace). As these new patterns emerge the ongoing surveys will help to capture information and identify future trends that could impact on how the campus masterplan is developed further in response.

Traffic and detailed highways analysis is not within the scope of this masterplan study, however we have noted (and listened to the campus user feedback) that there are a series of "clash points" both on the approach to campus and within the site itself.

The main pedestrian/cycling approach to the campus (from the City to the south) is across a busy junction, with no controlled pedestrian crossings – a junction currently designed to prioritise vehicular road traffic over other road users.

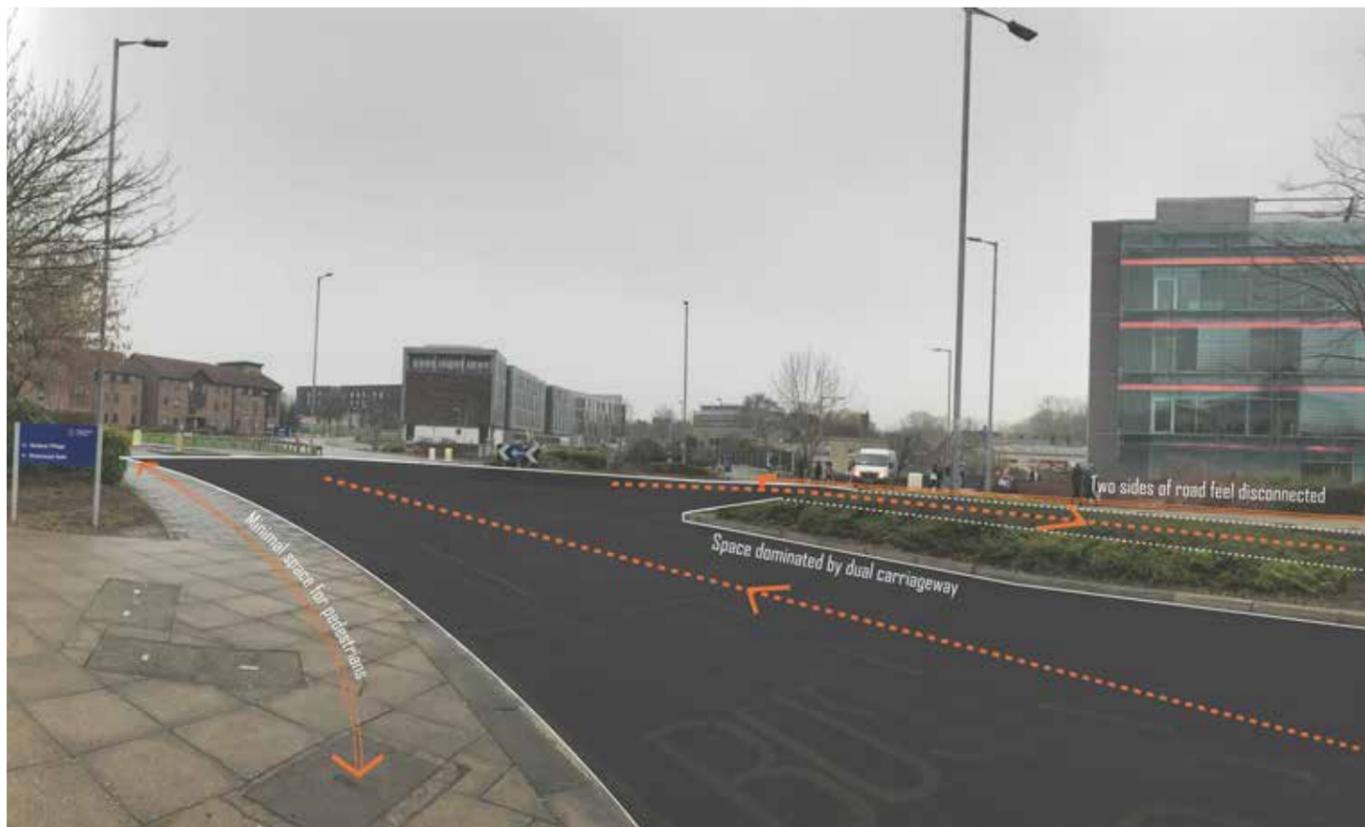
The gateway space into the campus (between Rivermead Gate and the Library / LAB) has four lanes of traffic, and although there are some raised

2.5 Existing Campus Movement



(uncontrolled) crossing points, the space is a vehicle priority one that does not connect effectively.

A further key clash point is caused by the large roundabout that sits within the site (Ransomes Way / Bus Lane / Island site junction - see image left). The design of this has been optimised for vehicle speed and ease rather than pedestrian/cyclist safety and there are no controlled crossings that connect the gateway space to the main campus circulation spine.



2.6 Existing Campus Parking

Whilst cycle and accessible parking should be distributed across campus most general car parking is situated to the outer edge of the campus. The masterplan will seek to improve on this strategy whilst reducing the overall footprint given over to parking.

Existing parking arrangements are set out in the tables below:

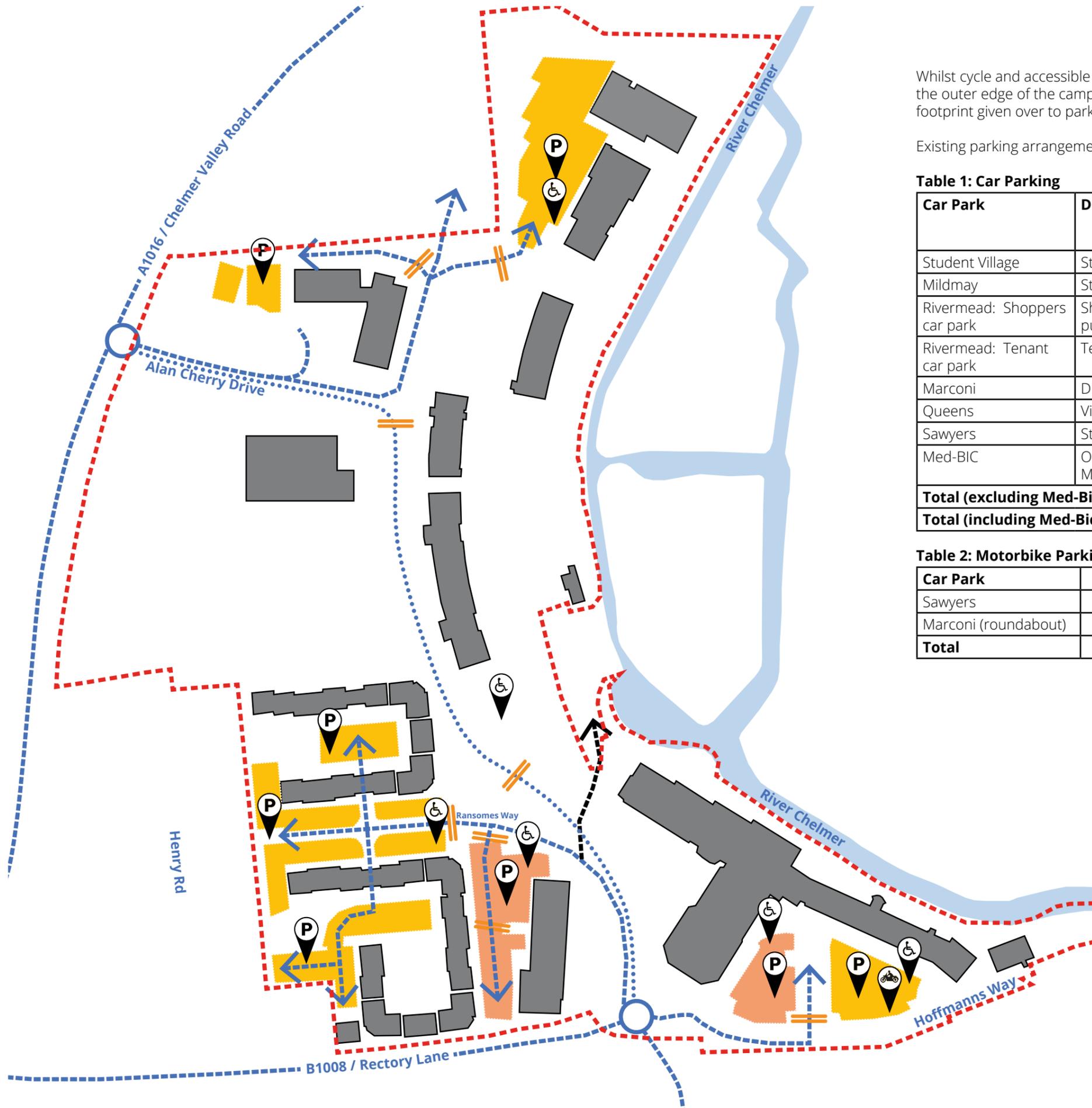


Table 1: Car Parking

Car Park	Designation	Spaces (No.)	Disabled Spaces (No.)	Total Spaces
Student Village	Staff/Students/Visitors	150	9	159
Mildmay	Staff/Visitors	70	3	73
Rivermead: Shoppers car park	Short term customer parking for General public visiting Doctors surgery and shops	44	3	47
Rivermead: Tenant car park	Tenants of RMG and staff	22	1	23
Marconi	Disabled	0	3	3
Queens	Visitors	35	6	41
Sawyers	Staff/contractors	56	2	58
Med-BIC	Occupiers and Visitors of Med-BIC	51	3	54
Total (excluding Med-Bic)		377	27	404
Total (including Med-Bic)		428	30	458

Table 2: Motorbike Parking

Car Park	Total Spaces
Sawyers	11
Marconi (roundabout)	10
Total	21

Table 3: Cycle Parking

Location	Spaces (No.)
Sawyers	180
Telecomms	40
Mildmay	20
Salmon	8
School of Medicine	24
Tindal	22
Marconi (Spine)	10
Marconi (Roundabout)	12
Student Village	30
Rivermead	20
Med-BIC	40
Total *excluding Med-BIC	366
Total (including Med-BIC)	406

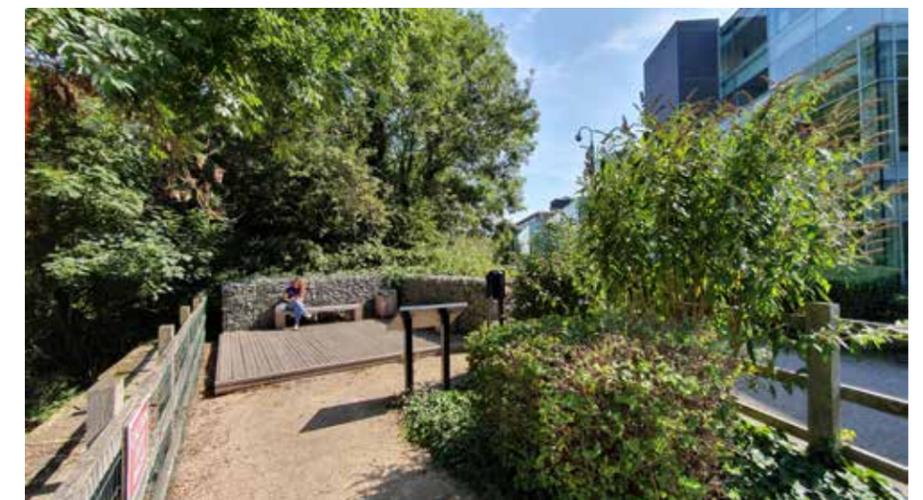


2.7 Trees / Landscape / Biodiversity



Although the site sits adjacent to a nature reserve, there are limited existing high quality trees and habitat on the site itself. There are no trees subject to the TPO on the site, with only some examples at the eastern boundary (adjacent to the river).

Most of the remaining existing open space (outside of the main circulation spine) is a mixture of (low value for habitat) grassed areas and hardstanding.



2.8 Flood Risk & Existing Services / Utilities



- Flood Zone 02
- Flood Zone 03
- Water
- Power
- Data
- Existing drainage swale

The flood risk zones identified here only affect the periphery of the existing site, with topography of the campus generally falling from west to east from the highest point near Alan Cherry Drive.

Although not all buried services are shown here, the majority of significant utilities follow either the connecting north south road or the main pedestrian link.



Example of existing swale (adjacent to Mildmay)



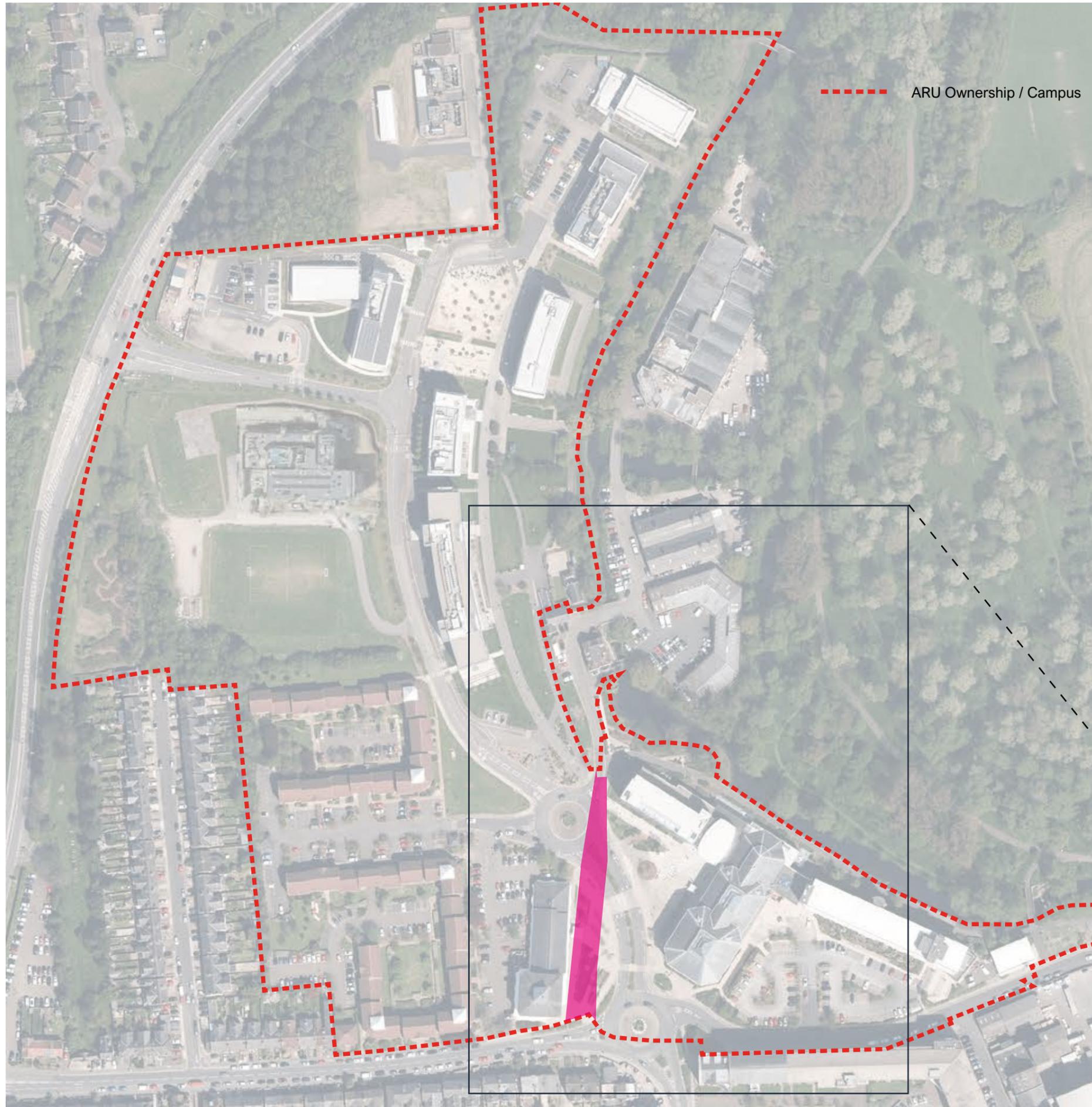
South east campus buildings adjacent to the River Chelmer



3.0 Masterplan Development

- 3.0 Approach to Masterplan
- 3.1 Building Retention / Redevelopment
- 3.2 Sustainability, Biodiversity & Drainage
- 3.3 Retention / Enhancement Open Space
- 3.4 Landscape Design Aspiration
- 3.5 Residual Development Area
- 3.6 Opportunities
- 3.7 Movement Strategy - Principles
- 3.8 Highways & Parking Strategy
- 3.9 Movement Strategy

3.0 Approach to the Masterplan



This masterplan is intended to inform future decisions on the use and adaptation of the campus - it is not a response to an immediate spatial requirement.

Using the site analysis and results of the engagement process we will demonstrate the process used in the next pages as follows:

Retain and Enhance the “Riverside” Campus

- Retain and enhance opportunities for biodiversity on and around the site and maintain the visual connection to the river and natural landscape beyond

A Spacious Campus

- Retain the key open spaces, and enhance to make more usable pedestrian priority landscape: the space between buildings is as important as any other development consideration

A Flexible Campus

- Creation of residual development zones that can be brought forward independently in any sequence: an essential part of the ARU brief that reflects the rapidly changing (and unpredictable) higher education sector demands.

A Connected Campus

- Restrict cars, parking and vehicle traffic to the periphery of the campus, giving full priority to pedestrian and cycle movement.
- Suggest future collaborative projects with external partners (eg Highways, Chelmsford City Council) with a shared goal of increased sustainable modes of transport and safer physical routes to and from campus to the City and wider region



1990 OS Map with current campus and adopted highway overlay.

When the campus was initially developed it was anticipated that the extent of the highway adoption would have been adjusted to reflect the newly aligned entrance road. As a consequence, the land immediately to the front of the Rivermead Gate building (highlighted pink) is still classified as adopted highway – it would be preferable if this situation is resolved to reflect the original intention.



3.1 Building Retention/Redevelopment

ARU have been developing new buildings and enhancing their existing campus buildings as a rolling programme of estate management. This masterplan recognises that some of the oldest buildings will become obsolete and no longer fit for purpose in a shorter time-frame - and irrespective of curricular demands.

Rivermead Gate currently functions as office space, medical surgery and commercial/retail units. It was one of the first buildings used by ARU. It is inflexible and dated, suffering from poor environmental performance. It also occupies the most prominent entry point to campus.

Redeveloping this plot would allow the creation of new and much improved gateway to the campus.

The existing student village does not deliver the current or future needs of the University. It is dated and of relatively poor quality, especially when compared with the offer from other competitors in Higher Education.

As well as increased expectations the changing demographic of students has and will continue to place considerable pressure on availability of on-campus accommodation. This can be a key recruitment factor for many courses - the ability to at least offer a first year place within on-campus accommodation. This is vitally important, together with the ability to offer returning (2nd and 3rd year) and international students on campus accommodation.





3.2 Sustainability, Biodiversity & Drainage



Renewable energy sources to be encouraged on all new buildings and retro-fitted to existing stock, again where appropriate and feasible (during planned refurbishment)



Use of **green/wild-flower roofing systems** to new buildings where appropriate - benefits include bio-diversity, rainwater retention, reduction in heat sink effect, atmospheric improvements

Site **improvement of biodiversity:** for example new and connecting hedgerows & habitat corridors



Shift towards predominant **EV parking and charging.** Shifting vehicles to edge of campus - bicycles and pedestrians given full priority



Health and Wellbeing - Reconnecting people with nature should be a major goal of any new work, either viewed from a window or in the journeys between buildings around campus.



SUDS - flood mitigation through soft-engineering and green infrastructure improvements.



Hard-wearing and **sustainably sourced materials** to be used in all new buildings (preferably from local sources).

3.3 Retention & Enhancement: Open Space



This diagram shows how retention and enhancement of existing open space should be considered as a key priority for any future campus development. These are shown as broad areas of new and enhanced open space, together with opportunities to add to and enhance the green space on campus, that should be designed to improve the biodiversity of the site but also as a core part of how the campus can help improve the health and well-being of staff, students and visitors. The open nature of the campus was one of the key positive aspects identified by the stakeholders – the masterplan has approached the space in between buildings as equally important to the buildings themselves.

Development of the landscape architecture of the campus should have high aspirations and look to maximise opportunities and increase the design quality of the public realm alongside the future development and improvement of the building stock. The following pages demonstrate some of this thinking and how it could be applied.

3.4 Landscape Design Aspiration

Social space to allow students to gather and promote a sense of identity.



Civilised street:
Shared space to reduce dominance of vehicles near the social space.



Any potential new cycle hubs should be located close to university buildings and facilities. New cycle stores will be secure, covered, and well overlooked



3.4 Landscape Design Aspiration



Trees and low level planting separate pedestrian and residential spaces from vehicular route.



Opportunities for social spaces along the way within a natural setting.



Green buffers frame routes to entrances of residential spaces



Repeated planting beds mimic repetition of buildings while softening views.



Green space extended to be used as spill-out space draw students towards existing natural surroundings.

3.5 Residual Development Areas



This diagram shows the parcels of land on campus that are the suggested remaining areas for future development once the other factors (described in the previous pages) have been taken into account.

It is noted that these areas are identified as potential sites, and do not necessarily denote building footprints. Each development project would need to be considered on its own merits but should consider how the design can integrate with the wider aspects of the masterplan and existing campus and respond accordingly to the local site constraints which will vary across the campus.

Developments within these zones would be generally be 3-5 storeys in height to reflect the scale of the existing buildings on campus and any taller buildings proposed would need to be considered against provisions of Local Plan Policy DM28

(or successor documents).

The masterplan is a long term vision for the ARU campus, as such there may be appropriate shorter term uses for development sites that could be considered, especially if proposals would not detract from the longer term vision.

One example of this is the external sports area (a MUGA) on part of the land to the west of the William Harvey Building. This provides a valuable ARU and community resource whilst redevelopment of the Mildmay Sports building (and surrounding context) is being considered. This MUGA would be relatively easy to relocate to another location and not preclude future development in the same way that a built structure might.

3.6 Opportunities



1 SPORTS & FITNESS

Enhancing the provision of the existing Mildmay Sports Centre - potential to double the amount of hall space, together with an outdoor multi-use games area.

2 COLLEGIATE SPACE

Replacing the Mediterranean Garden with more contained landscaped square - a place to become a "collegiate" focus for the existing buildings fronting onto it, together with a new teaching/research building.

3 NORTH WEST GATEWAY

Potential to expand the Medical School and other potential education buildings to meet the growing demand for specialised teaching and lecture space. Consolidation of (non-disabled) staff parking to new parking zone, keeping most of the traffic away from pedestrian and cycle zones.

4 INTERSECTION

Potential to create a new focus building to the south of Marconi - recognising the future importance of routes to the east and west. This teaching/research building could help to consolidate departmental space within Marconi by freeing up shared space.

5 UNIVERSITY SQUARE

This is the "front door" to the campus and through redesigning the public realm and highway the future campus could have a new civic space that enhances the outward facing functions in this zone. Redevelopment of Rivermead Gate would help to enclose this space, but also provide a gateway building to the campus - connecting to the city beyond.

6 RESIDENTIAL ZONE

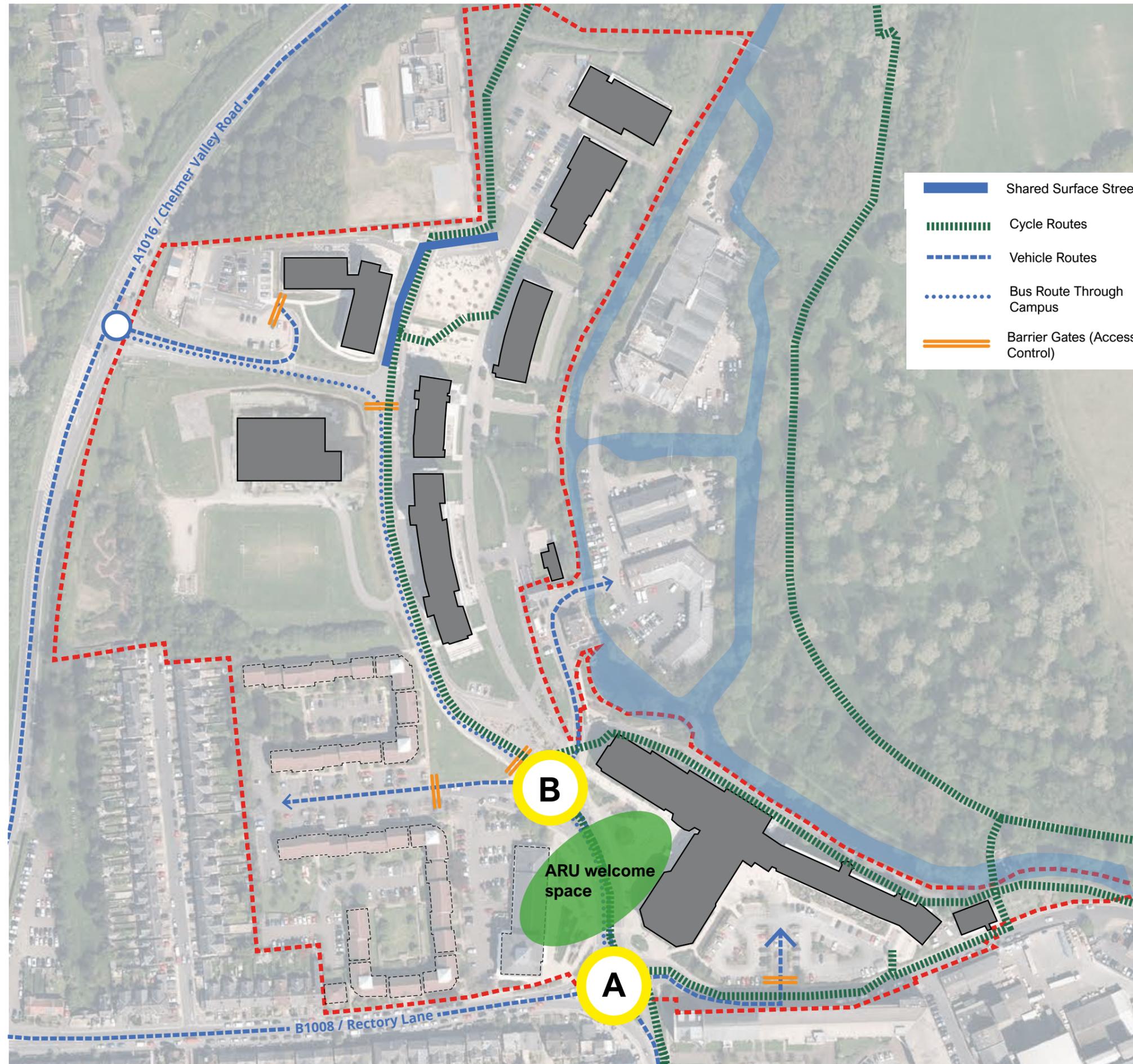
Complete redesign of the on site residences to not only increase the scale of provision but to provide a much higher standard of accommodation. The spaces between blocks would open to the campus to connect them and provide shared high quality landscaped spaces to enhance the campus experience.

7 ESTATES FACILITIES HUB

Consolidation/co-location of key campus servicing facilities.

ELEMENTS IN THE MASTERPLAN ARE INDEPENDENT AND MAY COME FORWARD IN ANY SEQUENCE IN RESPONSE TO IDENTIFIED NEEDS AT THAT TIME

- A Chelmer
- B Sawyers Building
- C Library & Queens Bldg
- D Lord Ashcroft Building
- E Telecoms / Data Hub
- F Marconi Building
- G School of Medicine
- H Tindal Building
- I William Harvey Building
- J Arise Chelmsford
- K Michael Salmon Building
- L Mildmay Sports Centre
- M Student Village
- N Rivermead Gate Building



3.7 Movement Strategy - Principles

Key Principles of the future Movement Strategy:

Enhancing Pedestrian & Cycling Priority

- The proposed movement strategy will enhance pedestrian priority on campus, keeping vehicular access to a minimum.
 - Cycling and wheeled transport will also be placed above car travel in terms of priority, and consideration should be given to reducing speed limits in all areas.
- Any future parking strategy should recognise the advantages of keeping any parking to the north and south of the campus, freeing up the interior for pedestrian and cycle movement. ARU will continue to promote opportunities to enhance pedestrian and cycle connectivity across the campus. Whether any future development proposals will be associated with off-site mitigation measures for sustainable transport modes will depend on the scale and nature of the proposals, as well as the contextual circumstances at the time of determination.

Addressing Clash Points

This masterplan highlights the potential removal or adaptation of the roundabouts on site. The current road design is considered the biggest obstacle to pedestrian and cyclist safety within the campus where cars have priority over other users.

However, the delivery of this aspiration will depend on numerous factors, including third party access, cost and the ability to develop an acceptable alternative junction design. The opportunity can therefore be considered aspirational as opposed to a commitment.

It is noted that any modifications to junctions **A** and **B** would require a detailed scheme to be prepared and be subject to agreement with the local highways authority.

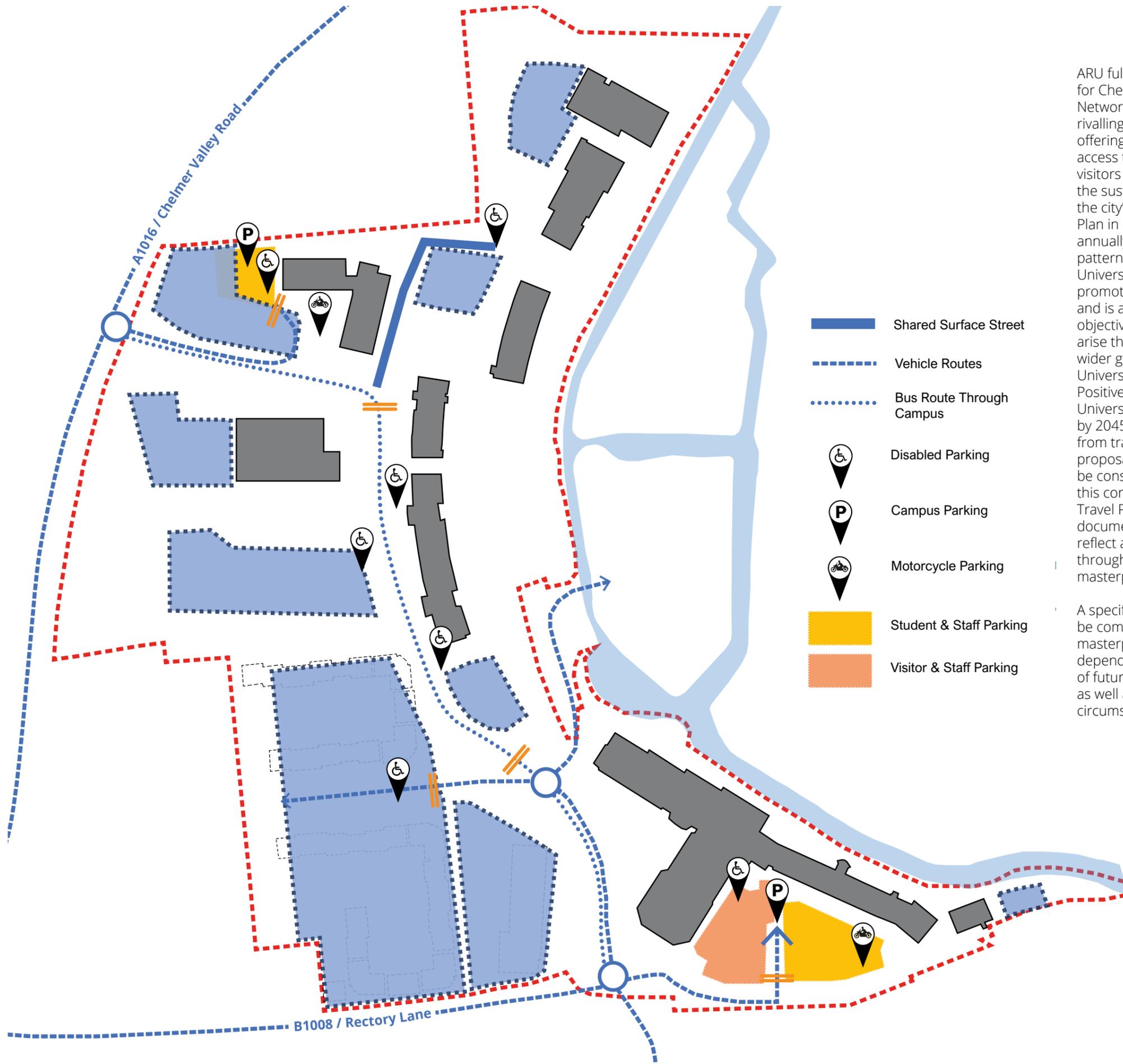
Enhancing Public Realm

- The space outside Queens and Lord Ashcroft Building is seen as the key welcome space for the campus. The future ambition within the masterplan is to visually and physically connect across the bisecting road, creating a "University Square" that will act as a front door to the University but also a connection to the City beyond. Any improvements to the highway should reference this ambition.

Travel Plan

ARU already operates a Travel Plan to help promote sustainable modes of travel and monitor means and mode of travel for both staff and students. Depending on the scale of any future scheme(s) and policy requirements at the time of determination, the Travel Plan would be updated to incorporate new development.

3.8 Highways & Parking Strategy



-  Shared Surface Street
-  Vehicle Routes
-  Bus Route Through Campus
-  Disabled Parking
-  Campus Parking
-  Motorcycle Parking
-  Student & Staff Parking
-  Visitor & Staff Parking

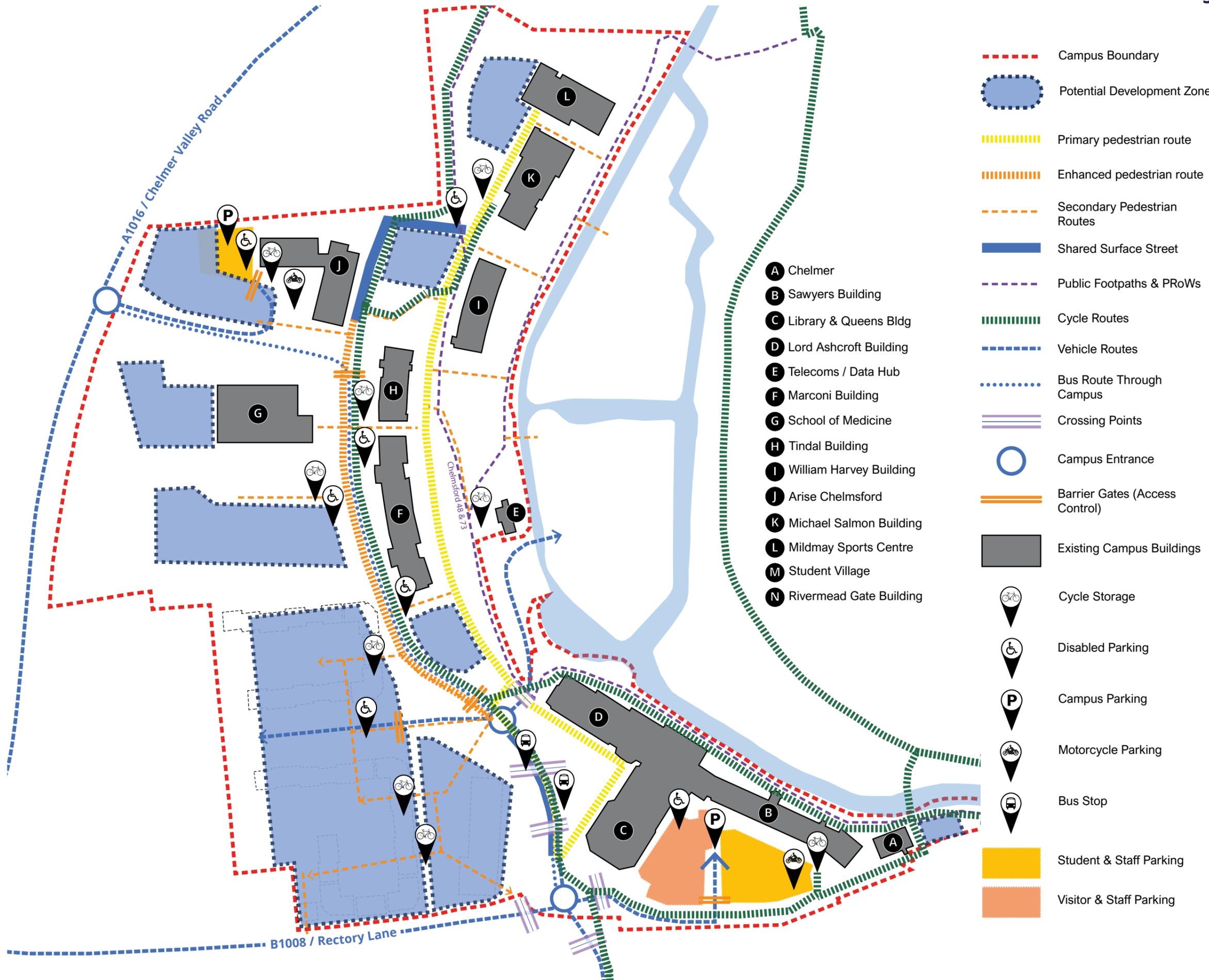
ARU fully supports the 2036 vision for Chelmsford's Future Transport Network "to become 'best in class' rivalling similar cities across the UK offering enhanced connectivity, and access to opportunities for residents, visitors and businesses to support the sustainable economic growth of the city". ARU already has a Travel Plan in operation and it is updated annually. This monitors existing patterns of travel to and from the University, includes commitments to promote sustainable modes of travel and is adapted with new Action Plan objectives wherever opportunities arise that would help support its wider goals. This aligns with the University's ambitious 'ARU Climate Positive Plan' which aims for the University to become zero carbon by 2045, including indirect emissions from travel. Any future development proposals at the campus would be considered and designed in this context. Furthermore, as the Travel Plan is an intuitive and fluid document, it can be updated to reflect any specific opportunities throughout the lifespan of the masterplan.

A specific reduction in parking cannot be committed to within this strategic masterplan as it will be heavily dependent on the scale and nature of future development proposals, as well as particular University circumstances. For instance, ARU find

on-site parking for medical/nursing/paramedic students that do late night placements is imperative for their safety and wellbeing. ARU will want to ensure their future aspirations not only serve their sustainability goals but also consider the broader needs of their staff and students, which are expected to change over the lifespan of the masterplan. However, this masterplan commits to the overall promotion and support for sustainable transport modes and an overall reduction in car parks on site is expected in the medium to long term.

The Masterplan looks to enhance further the current approach to placement of car parking – by keeping clusters to the perimeter of the campus, giving priority to pedestrian and cycle movement to and within the area. Where possible in future ARU would look to replace certain surface car parks with public space and appropriate development. This could be achieved by providing undercroft parking and/or parking over more than one storey which could lead to an overall reduction in the percentage of the campus footprint being used for parking. Visitor parking could remain to the south of the campus, with appropriate provision for accessible parking distributed across campus to be close to key buildings.

3.9 Movement Strategy



The proposed movement strategy looks to build on the desire for a pedestrian priority campus that keeps vehicular access to a minimum (the retained bus route through the campus, servicing and disabled parking/access and for those staff/ students with a justified need).

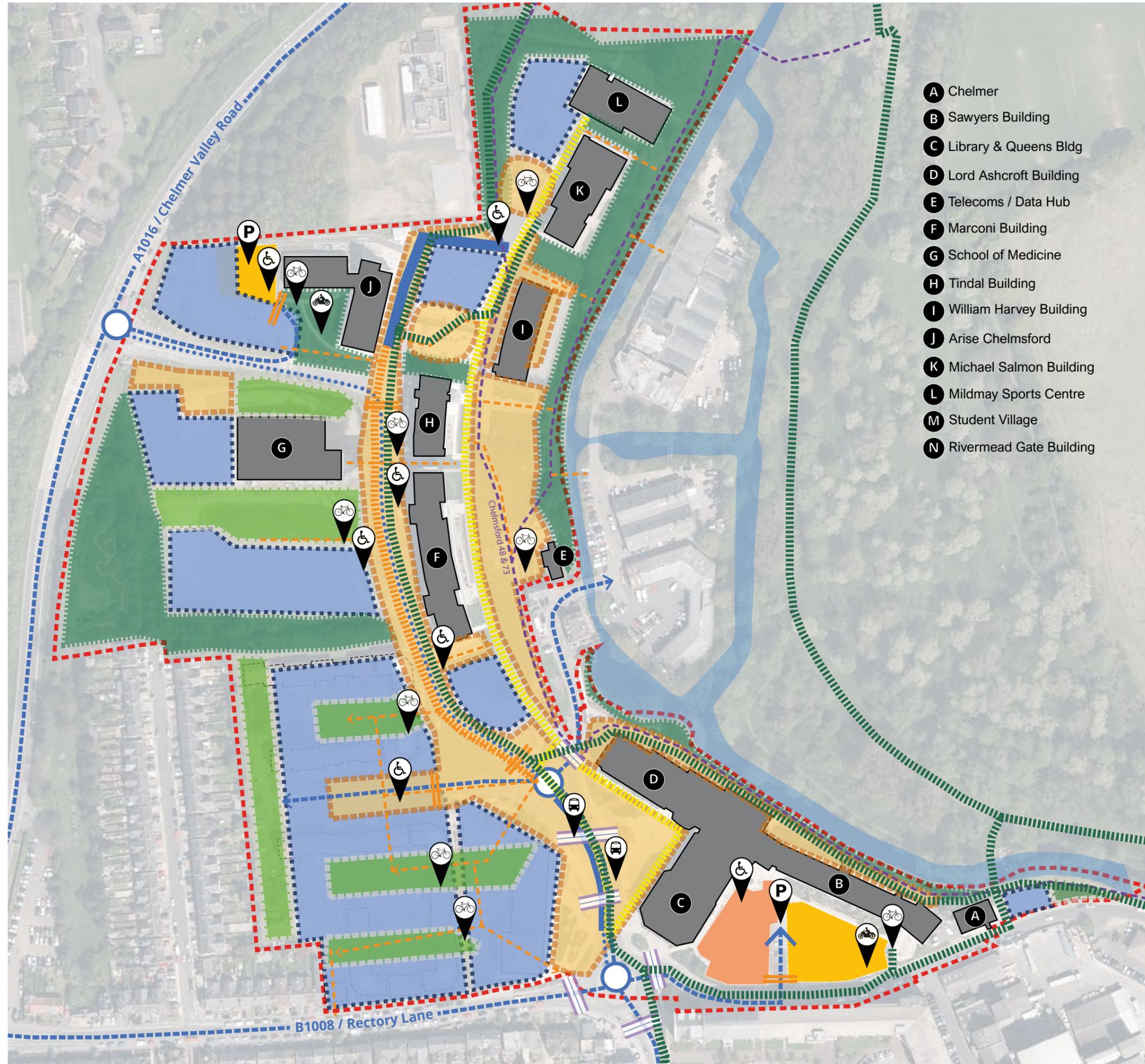
The current primary pedestrian route to the east of the main building spine is retained and enhanced, the route to the west of this spine should be enhanced – allowing for future improved connections to both the Medical School and the main areas of potential development.

Any potential new cycle hubs should be located close to university buildings and facilities. New cycle stores will be secure, covered, and well overlooked.

4.0 The Strategic Masterplan



4.0 Masterplan



- A** Chelmer
- B** Sawyers Building
- C** Library & Queens Bldg
- D** Lord Ashcroft Building
- E** Telecoms / Data Hub
- F** Marconi Building
- G** School of Medicine
- H** Tindal Building
- I** William Harvey Building
- J** Arise Chelmsford
- K** Michael Salmon Building
- L** Mildmay Sports Centre
- M** Student Village
- N** Rivermead Gate Building

- Potential Development Zones
- Enhanced Landscape
- Enhanced Public Realm
- Primary pedestrian route
- Enhanced pedestrian route
- Secondary Pedestrian Routes
- Shared Surface Street
- Public Footpaths & PROWs
- Cycle Routes
- Vehicle Routes
- Bus Route Through Campus
- Crossing Points
- Campus Entrance
- Barrier Gates (Access Control)
- Existing Campus Buildings
- Cycle Storage
- Disabled Parking
- Campus Parking
- Motorcycle Parking
- Bus Stop
- Student & Staff Parking
- Visitor & Staff Parking



elliswilliams
ARCHITECTS

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savills

MINUTES
of the
CHELMSFORD POLICY BOARD
held on 7 November 2024 at 7:00pm

Present:

Councillor C. Adutwim (Chair)

Councillors J. Deakin, I. Fuller, J. Jeapes, M. O'Brien, G. Pooley, A. Sosin, A. Thorpe-Apps,
N. Walsh, R. Whitehead and S. Young

1. Apologies for Absence

No apologies for absence were received or substitutions made.

2. Declarations of Interest

Members were reminded that they must disclose any interests they knew they had in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they became aware of the interest. If the interest was a Disclosable Pecuniary Interest they were also obliged to notify the Monitoring Officer within 28 days of the meeting. Any declarations are recorded in the relevant minute below.

3. Minutes

The minutes of the meeting on 26th September 2024 were confirmed as a correct record.

4. Public Questions

No public questions or statements were submitted in advance of the meeting.

5. Co-Living Housing Planning Advice Note – Consultation Draft

The Board considered a report which sought their approval to publish the Co-Living Housing Planning Advice note for consultation. The Board were informed that this was a relatively new form of housing which was not specifically defined as a separate housing category in national planning policy or guidance. The Board heard that it usually comprised of large buildings containing individual private rooms support by communal facilities alongside facilities for shared dining, recreation and workspaces. The Board were informed that due to their scale they were not Houses in Multiple Occupation or a hotel as they tended to have a minimum three-month tenancy. It was noted that the type of accommodation had been promoted in large cities that had an economic and demographic demand for the type of living and that to date only one pre application enquiry had been made in Chelmsford. Officers informed the Board that existing planning policies and standards may not apply to development proposals, including minimum space standards and therefore the draft Planning Advice note had been prepared. It was noted that the note would be subject to a six-week consultation, before approval by the Cabinet.

The Board were informed that the draft note set out the following;

- The scope and eventual status of the Planning Advice Note
- How the need and demand for this residential product is demonstrated
- The locational requirements for this type of residential development
- Contributions to affordable housing
- Design standards and communal Facilities
- Future management plans

It was also noted that by their nature, the proposals would not meet the requirements and standards of the Local Plan and therefore detailed and robust evidence would demonstrate the level of need and demand for any co-living housing proposals. The Board also noted that officers felt the City Centre would be the only appropriate location and that it would be important to ensure that co-living proposals did not create sub-standard accommodation. Officers also informed the Board that the Planning Advice note would have regard to the space benchmarks contained within the Mayor of London's Large-Scale Purpose-Built shared Living Guidance from February 2024. The Board heard that the Planning Advice Note sought to provide practical guidance for co-living in Chelmsford to ensure the Council's expectations were met.

In response to questions from the Board, officers noted that;

- Any proposals would have to comply with normal building regulations.
- Management plans would need to be agreed to ensure that any future product could not be marketed as student accommodation.
- The note would help the Council to ensure that there were protective standards in place to prevent sub standard housing and speculative applications on very small areas of land.
- They were not against the principle of co-living and felt that with careful planning and management they could suit certain circumstance, but there needed to be enough shared communal space, sufficient amenities and good living conditions.
- Planning Advice notes were material planning considerations and especially after being subject to consultation, they held further weight along with the benefit of being agile and able to be reactive to gaps in policy.
- A Planning application for co-living had not yet been received, only pre application enquiries.
- The model of living would only be suitable in the City Centre, due to the requirements for transport and other facilities within close vicinity.
- Other areas that may be deemed suitable, could be suggested during the consultation process.
- A premises of this type would not be Council run, so sufficient management plans would need to be in place to prevent safeguarding issues, but as with any type of housing the Council would hold some safeguarding responsibilities within the Community Safety framework. The note being discussed only concerned planning aspects however.
- Co-living housing units were not considered as dwellings but instead as rooms and the minimum size standards were set by the note detailing the furniture, such as a double bed and workspace etc that needed to be in the room, rather than a specific square meterage.
- 4sqm was the suggested internal shared community/amenity space per resident, not the space of the actual individual room.
- Any sui generis planning use would require future planning permission for it to be turned into a different use.

- Officers were keen to produce a planning advice note so that the policy gap could be filled and some minimum criteria could be set for any applications that may be received in the future.

Members of the Board expressed the view that they would want to consider the consultation responses and any updated note as a result, before it went to Cabinet for approval. Officers agreed that this would be a possible route to take.

RESOLVED that;

1. The Board approved the Co-Living Planning Advice Note to be published for consultation and;
2. The Board delegated the responsibility to the Director of Sustainable Communities in consultation with the Cabinet Member for a Greener Chelmsford to make any minor changes required to the note prior to publication for consultation and;
3. That following the consultation the note is considered again by the Board, before it is recommended to the Cabinet for approval.

(7.02pm to 7.49pm)

6. Strategic Housing and Employment Land Availability Assessment (SHELAA) – Autumn 2024 Report

[The Board were informed of an amendment that had been made via a green sheet prior to the meeting, detailing an additional recommendation.](#) The Board were informed that the additional recommendation would allow for any minor changes to be made under delegation before publication. It was brought to the Board's attention that within the Site Performance Summaries in Part 6 of the SHELAA, some symbols of text had been randomly generated through its conversion from an excel spreadsheet. It was also brought to the Board's attention that site CFS83 on Page 417 of the agenda pack incorrectly had a Red RAG rating, where it should have been amber as the scoring had not changed since the last publication of the SHELAA and that these errors would be corrected before publication.

The Policy Board was informed that the SHELAA provided a high-level technical desktop assessment of sites in Chelmsford promoted by developers and landowners. It identified a wide range of site characteristics; highlighted the opportunities and constraints that sites may face; and established the likelihood of future site developability and deliverability. Its purpose was not to allocate land for future development; instead, the assessment technical outcomes were considered alongside other evidence base documents to enable members and officers to make informed decisions on the policies and strategies needed and where to allocate future development. It was noted that the Board were being asked to note the report and approve it for publication.

The Board heard that the latest SHELAA Assessment had been carried out across the Spring and Summer of 2024 and had looked at a total of 394 unique sites, of which 379 had been previously submitted, six were amendments received to them and nine sites were new. It was noted that to avoid double counting, the site areas and yields of 75 sites had been discounted and 33 of them had either been allocated in the Local Plan or had an approved planning permission whilst the remaining 42 sites lied wholly within another SHELAA submission. The Board were also informed of some changes which had been agreed prior to the commencement of the assessment in order to rectify some minor inconsistencies/ambiguity in

the interpretation of the criteria and scoring of sites in the previous assessment. In summary, the Board heard that the findings of the report along with other evidence base documents would help guide the determination of which sites were promoted for allocation in the Pre-Submission Local Plan Consultation to ensure an appropriate land supply was identified to meet need across the Local Plan period.

In response to questions from the Board, officers noted that;

- The main submissions received were residential, rather than other site uses but the Council could not influence the type of sites submitted through the call for sites process and it was for land owners and promoters to provide sites.
- The SHELAA did not deal with capacity on the highway network, this would instead be a separate technical assessment provided by the highways authority.
- Just because a site was promoted, it did not mean it would be deemed acceptable for development.
- A check on some of the figures provided on the South Woodham Ferrers sites that were questioned by a Board member for their accuracy, would be checked before publication. It was also noted that any discrepancies or transposed figures picked up on would be notified to Board members.
- The methodology used had been honed for a number of years and had been looked at by the Planning Advisory Service and some of their recommendations had been taken on board by officers.
- The document was one of a technical nature and often local residents were more focused on the actual local plan options document that followed the SHELAA.
- Mapping layers were updated at the start of assessment, to pick up any changes to flood risk levels and similar matters.
- The document was one used as the first step of the layers of the evidence base documents that went into the Local Plan process.
- They would look into the possibility of breaking down the sites on a ward by ward basis for members in the future although the online map provides a quick geographical reference point.
- Members could contact officers with specific concerns or queries for further detail on specific sites.

RESOLVED that;

1. The Strategic Housing and Employment Land Availability Assessment (SHELAA) 0 Autumn 2024 report be noted and authorised for publication and;
2. The Board delegated the responsibility to the Director of Sustainable Communities in consultation with the Cabinet Member for a Greener Chelmsford to make any minor changes required to the SHELAA, prior to publication.

(7.50pm to 8.40pm)

7. Anglia Ruskin University – Strategic Masterplan Chelmsford Campus

The Board were asked to recommend to Cabinet the approval of the masterplan for the Rivermead Campus of Anglia Ruskin University. The Board heard that Policy DM22 of the Chelmsford Local Plan, stated that proposals for the expansion of ARU would be considered in the context of agreed masterplans. It was noted that the retention and improvement of such establishments was an important aspect of the local plan and ARU had ambitious plans to continue the development and upgrading of the Rivermead Campus. The Board heard that

work had begun on the masterplan in 2019 and ARU had engaged with the City Council since then. It was also noted that ARU had provided an update to all Councillors, setting out the content of the final draft masterplan. The Board heard that the masterplan content included sections on Purpose and Engagement, The Campus Today, and Masterplan Development. It was also noted by the Board that the education sector was very fast changing and unpredictable and ARU were keen to ensure any agreed masterplan would be flexible enough to not frustrate any directions of travel in the future.

The Board also heard the public consultation had only resulted in two neighbour representations, but that the most critical feedback had been from the highway authority, to which ARU had responded positively by making the required improvements and amendments. The Board were informed that officers were content the matters raised in the consultation had been address satisfactorily in the latest version of the masterplan and the input had positively enhanced the development of the document. In summary, the Board were informed that the masterplan provided a framework for future intentions of the site without restricting the fast-changing needs of the establishment which was an important institution that the Council sought to support the growth and development of. It was also noted that the masterplan took account of the existing context and challenges and sought to harness the opportunities available to allow the University to grow and prosper.

In response to questions from the Board, officers noted that;

- It was likely that ARU would redevelop the student accommodation in phases to ensure sufficient accommodation was always still available.
- The document did not detail specific timescales or project programmes, as these would instead be dealt with via planning applications.
- Due to the fast changing nature of the education sector, the masterplan may appear less detailed than previous ones, but these had been for specific housing developments rather than education facilities.

RESOLVED that;

1. The masterplan attached at Appendix 1 be recommended to Cabinet for approval and;
2. The Board delegated to the Director of Sustainable Communities in consultation with the Chair, Vice Chair and Cabinet Member for Greener Chelmsford, to negotiate any final changes to the masterplan ahead of the consideration by Cabinet.

(8.41pm to 8.52pm)

8. Work Programme

The Board considered an item detailing their future work programme. The Board were informed that the meeting on 17th December had now been cancelled and that the scheduled items would now be considered at the following meeting on 16th January 2025 instead. It was also noted that the initial items for the January 2025 meeting would be considered at the March 2025 meeting, which had been brought forward a week to 13th March 2025.

The Board were also informed that dates for the working groups on Waterways and the Homelessness and Rough Sleepers Strategy were being consulted on with members and dates would be agreed soon.

RESOLVED that the Work programme be approved with the above changes.

(8.53pm to 8.56pm)

9. Urgent Business

There were no items of urgent business.

The meeting closed at 8.57pm

Chair