

Leisure and Environment Committee

Thursday 13 November 2008 7.30pm

**Council Chamber
Runnymede Civic Centre, Addlestone**

Members of the Committee

Councillors C J Norman (Chairman), M J Brown and Miss M N Heath (Vice-Chairmen), C J Chapman, A J Davis, Mrs M T Harnden, M T Kusneraitis, A M Moore, J W C Perschke and L C Pouyanne.

AGENDA

Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Miss C Pinnock, Administration and Leisure Department, Committee Section, Runnymede Civic Centre, Station Road, Addlestone (Tel. Direct Line: 01932 425627). (Email: clare.pinnock@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring Mr B A Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- 4) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

LIST OF MATTERS FOR CONSIDERATION

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1. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

3. MINUTES

To confirm and sign as a correct record the Minutes of the meeting of the Committee held on 18 September 2008, which were included in the October 2008 Minute Book previously circulated.

4. APOLOGIES FOR ABSENCE

5. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

6. FINANCIAL MONITORING STATEMENT (DF)

(Ref: Minutes of Leisure and Environment Committee, September 2008, page 246, para 214).

1. Purpose of Report

1.1 **The purpose of this report is to inform the Committee of the latest financial projections for the 2008/09 financial year for Leisure and Environmental services.**

2. Background Information

2.1 The Financial Monitoring Statement was introduced to all Committees in September 2006 to inform Members of the current financial position of the services under the remit of each Committee. This Committee receives two statements, one for Leisure Services and the other for Environmental Services.

2.2 Each statement reflects an updated position based upon the 2008/09 original estimates approved by this Committee in January. The projection in the Financial Forecast approved by Council on 1 November 2007 has been updated accordingly. All items shown in section one of each statement have been included in the updated Financial Forecast presented to Corporate Management Committee on 30 October 2008.

3. Report

3.1 Each statement (as attached at Appendix 'A') is split into three distinct parts:

- Projected budget and forecast
- Savings still to be delivered
- Current year key budget indicators

3.2 The Projected budget and forecast sections show any anticipated variations in the current year's budget. These variations are categorised as approved changes and other potential changes. Implications for the following three years are included for completeness so that the full-year effect of any changes can be seen.

3.3 The achievement of the revenue reductions programme approved by the Council is one of the Council's key performance indicators. Savings targets not yet achieved are

reported in the second section of each statement. These savings are incorporated into the projected budget and forecast figures in section one.

- 3.4 The final section sets out the key budget indicators for the significant areas of this Committee's budget. This indicates the actual income received set against the amount expected (the budget) for the period covered by each statement.

(FOR INFORMATION)

Background Papers

None stated.

7. SERVICE PLAN 2008/09 (DAL)

1. Purpose of Report

- 1.1 **The purpose of this report is to advise the Committee of its new Service Plan for 2008/09.**

2. Background Information

- 2.1 Effective performance management has always been a priority focus in Runnymede for both Members and Officers, with a big emphasis on outcomes and making a difference. With the advent of the Best Value regime and nationally prescribed Best Value Performance Indicators in early 2000, a set of Committee based Service Plans were structured to capture all the performance information for regular scrutiny by Departmental Management Teams, Directors and appropriate Committees.

3. Report

- 3.1 The Best Value/Best Value Performance Indicator regime has been replaced by a new National Performance Framework and new set of National Indicators. Similarly, obligations under the new Local Government Public Engagement in Health Act 2007 have required the Council to cooperate with statutory partners and others in Surrey to create a Surrey wide Local Area Agreement (LAA) with effect from June 2008. This identified five broad themes (children and young people, safer and stronger communities, economic development, housing infrastructure and environment, health and wellbeing) and twenty-nine National Indicators against which targets have or are being negotiated with the Government Office for the South East for the three year period ending 31 March 2011.
- 3.2 In addition, there is a requirement for all Councils to produce a Sustainable Community Strategy (previously the Community Strategy) and this will be used to inform the work associated with the Local Development Framework.
- 3.3 Against this changing background and the need to produce a Sustainable Community Strategy, the Community Strategy, Strategic Plan and Committee based Service Plans have been reviewed to ensure they capture demographic, economic and other social changes, emerging needs, concerns and aspirations of residents and businesses, together with regional and national requirements.
- 3.4 The proposed combined Sustainable Community Strategy and revised Strategic Plan were endorsed at Corporate Management Committee on 30 October 2008, together with a full set of the Committee Service Plans. These sought to bring together those elements from the new Strategy and Strategic Plan, the District Council requirements for the new National Indicators, the Council's obligations under the Surrey wide Local Area Agreement and a range of other corporate and desirable measures, the details of which are summarised on the first page of the Service Plan. This will provide a control document for senior managers and the Committee to monitor and review, as well as highlighting where slippage or other difficulties are occurring and appropriate recovery strategies need to be put in place.

- 3.5 A copy of this Committee's Service Plan is attached at Appendix 'B' for Members comments and approval.

OFFICERS' RECOMMENDATION that -

the Service Plan for the Leisure and Environment Committee for 2008/09 as attached at Appendix 'B' be approved.

(TO RESOLVE)

Background Papers

None.

8. SUMMER ACTIVITY PROGRAMME - 2008/09 (DAL)
(Ref: Minutes of Leisure and Environment Committee, November 2007, page 515, para 362).

1. Purpose of Report

- 1.1 The purpose of this report is to inform Members of the performance of the 2008 Summer Playschemes and 'Splash' Programme, and to seek approval of the proposals for 2009.**

2. Background Information

- 2.1 Leisure Services has run Summer Playschemes throughout the Borough for 17 years. There are currently 4 play scheme sites situated around the borough. The aims of the Play schemes are to provide a stimulating, happy and safe environment for children during the summer holidays.
- 2.2 The schemes are open to all children aged 5 to 11 years (from 4½ years at Addlestone, Chertsey and Egham if in full-time education), regardless of residency. Out of Borough residents are charged an additional rate and a reduction is made for families in receipt of income related benefit.
- 2.3 Two Supervisors are employed at each playscheme site along with two teams of instructors and assistants. One team with the responsibility for the Playscheme (for 5 to 7 year olds) and one with responsibility for the Play Plus scheme (for 8 to 11 year olds). The staff to child ratios at the sites are set out below:-
- Playscheme (5 to 7 year olds) - 1 member of staff to 7 children
 - Play Plus scheme (8 to 11 years olds) - 1 member of staff to 8 children.
- 2.4 'Splash' was set up in 1993 to offer the 11 to 16 age group a range of leisure activities during the school summer holidays. The main objective of the scheme is to provide activities for young people that alleviate boredom, which might lead to anti-social behaviour. The Runnymede scheme has always operated from a central venue with transport being provided from major communities around the Borough for young people who need it. The scheme was staffed for 120 young people per week.
- 2.5 Bookings for the Playschemes and 'Splash' Programme start in May each year and the majority of bookings are made in advance, on a week-by-week basis.
- 2.6 Discounted places are offered through the referral scheme to children and young people who are identified as being either 'at risk' from crime, in vulnerable home circumstances, a previous offender or at risk of offending.
- 2.7 The play schemes have made budget savings in recent years of £30,000 but for the 2009/10 financial year have been tasked with finding an additional £25,000 of savings on the operation of the summer programme. This does not include any savings from the 'Splash' scheme for older children.

3. Report

Consultation

- 3.1 The Leisure Development Team undertook a wide consultation exercise, during the winter months of 2007/08.
- 3.2 The aims were to evaluate and review the current sports, play and youth development service; for children and young people (aged 4 – 19 years), living or attending school in this borough.
- 3.3 The objectives were to:
- assess level of use of the current provision
 - assess awareness levels of the current provision and best forms of communication
 - consult on future sport, play and youth development work
 - assess the need to change, maintain or increase the future levels of provision
 - identify the needs of current non-users and barriers to access.
- 3.4 The consultation exercise enabled Officers to gain a real sense of what the children and young people would like to do in their leisure time and raised the profile of activities organised by the Leisure Development Team.
- 3.5 As a result of this consultation exercise the summer programme for 2008 included the introduction of more extreme type activities for the Playplus age group; for example a visit to High Ashurst to use their ropes course.

Marketing & Publicity

- 3.6 10,000 copies of the Summer Activity Brochures were distributed throughout the borough. The schemes were also promoted via school assemblies, local fairs, leaflet drops, the Runnymede Voice and the RBC Website. Feedback from parents, identified that 63% obtained their brochures from school and 28% from mailshots. These appear to be the most productive routes for distributing brochures but Officers will continue to look at other options for 2009.

Venues

- 3.7 The four play scheme sites ran for a period of four weeks between 28 July and 22 August, Monday to Friday from 8:45 a.m. to 3.30 p.m. Extended hours (8:45am – 5pm) were offered at two sites – Addlestone and Egham. Originally, five sites were planned for the play schemes but poor advance bookings for Englefield Green resulted in this site not being run and any children who had booked here moved to the Egham site.
- 3.8 Splash ran for a period of three weeks between 28 July and 15 August, Monday to Friday from 9:00am to 4:30pm.
- 3.9 The 2008 venues were:-
- Ottershaw – Farthings Pre-school and Scout Hut, Memorial Fields, Foxhills Road
 - Egham – Magna Carta School, Thorpe Road
 - Addlestone – Jubilee High School, School Lane
 - Chertsey – St Anne’s School, Free Prae Road
 - ‘Splash’ – Jubilee High School and Addlestone Leisure Centre.
- 3.10 Holding ‘Splash’ at Jubilee High School and Addlestone Leisure Centre continued to raise the profile of the new Leisure Centre facilities. The young people benefited from daily use of the sports hall, studio, gymnasium, 5 a side pitches and extensive playing fields. Jubilee High school also allowed use of the school hall, new ‘state of the art’ theatre and art room. The young people commented on the closure of the outdoor pool. However, this did not appear to detract from their overall enjoyment of the three weeks.

Bookings

Playschemes

- 3.11 There were 287 places available in each of the four weeks of the scheme, giving a total of 1148 places. 659 spaces were booked in advance of the summer holidays.
- 3.12 Once the schemes commenced, a further 147 additional spaces were booked on site, giving a total of 806. On average across all sites, 70% capacity was achieved, slightly up on the previous year's 69%.
- 3.13 Bookings were lower than in 2007, owing to the reduction in sites, and staffing levels were reduced accordingly.

<u>Price Band</u>	<u>Number of Advanced Bookings</u>	<u>%</u>
Concession	92	14%
Out of Borough	15	2%
RBC Staff	56	9%
Referral	27	4%
Resident	469	71%
Total	659	

- 3.14 Officers wish to stress the difference between weeks booked and number of children booked on the scheme, as one child can be booked for up to 4 weeks. A breakdown of the number of children booked on each scheme is shown in the table below with the 2007 figures in brackets. Officers are pleased to report that overall the number of children was up on last year for the sites still in operation:

<u>Number of children Booked on each site and scheme in 2008 (2007)</u>			
<u>Site</u>	<u>Play scheme</u>	<u>Playplus</u>	<u>Total</u>
Addlestone	59 (54)	82 (77)	141 (131)
Egham	44 (42)	61 (71)	105 (113)
Ottershaw	54 (51)	50 (46)	104 (97)
Chertsey	69 (64)	54 (46)	123 (110)
Totals	226 (211)	247 (240)	473 (451)

- 3.15 Officers recognise that despite substantial attempts to publicise and enhance the Play and 'Splash' schemes, overall demand has remained largely static over recent years.

'Splash'

- 3.16 148 young people advance booked on the 'Splash' scheme in 2008 and there were 28 daily bookers making a total of 176 young people, 16 fewer than in 2007. 244 places were booked in advance out of a possible 360. After taking into account daily booking the scheme was operating at 75% capacity during the summer.

<u>'Splash' 2008 Advanced Bookings</u>					
<u>'Splash'</u>	<u>Wk1</u>	<u>Wk2</u>	<u>Wk3</u>	<u>Totals</u>	<u>Percentage</u>
Concession	9	7	8	24	10%
Out of Borough	4	4	4	12	5%
RBC Staff	2	3	2	7	3%
Referral	2	2	0	4	2%
Resident	70	61	66	197	80%
Total	87	77	80	244	

Transport

- 3.17 This year transport costs were maintained at the 2007 level of £285 per coach per day despite the increase in fuel and administration costs faced by coach companies. This was made possible by planning a more cost effective off-site trip programme. This year a charge for the daily shuttle service of £5 per week (£1 per day) was introduced. This did not appear to deter users and Officers recommend that this be continued. 97 young people took advantage of the borough wide shuttle bus service which helps to ensure the scheme is fully inclusive.

OFSTED

- 3.18 There were no OFSTED inspections in 2008, so currently all sites hold the grade of "GOOD," meaning the provision is strong. Site inspections were conducted by Early Years, Childcare Officers, the advising arm of OFSTED. Their feedback was extremely positive complimenting each site on the activities provided and knowledge and enthusiasm shown by the staff.
- 3.19 Members are asked to note that with effect from 1 September 2008, there was a change in OFSTED regulations. Playschemes being provided for the under 5's will in future be incorporated on to the Early Years Register and the Compulsory Register. This would result in an extra financial burden in terms of registration fees and staff training. Due to the limited number of 4 ½ year olds using the schemes and to avoid additional costs, Officers recommend that all sites are opened to the 5-11's in 2009. A voluntary register has been introduced for the over 8's, for which there is no extra charge. Officers recommend this is progressed, as it enables parents and/or carers to claim family tax credit for their over 8's and the opportunity arises for all the schemes to receive external accreditation.
- 3.20 To assist working parents and carers extra hours were offered at the end of each day, at 2 sites only. The standard day commenced at 8.45am through until 3.30pm and an extended day from 8.45am – 5pm.

Referrals

- 3.21 The referral scheme benefited 18 children and young people at a cost of £810 (approximately £45 per head) to Runnymede Borough Council. Officers promoted the scheme to local groups (Social Services, Children Services, Health Visitors, Police, Community Safety, Schools and the Youth Development Service) and will continue to work in partnership with these groups for future play and youth activities. The referral scheme is worthwhile as a way of ensuring that children and young people living in challenging circumstances and at risk of getting into trouble are provided with an outlet during the summer holidays. It is recommended therefore that this continues to be offered.

Special Needs and Behavioural Issues

- 3.22 In 2008 the play scheme has benefited from a £4,800 inclusion grant, from the Early Years and Childcare Service (£1,200 per site). This has been used to fund employment of staff with special needs training. The number of children with special needs and the severity of their needs is increasing year on year. As identified in the Council's 2007, Play Strategy; Runnymede is known to have the highest rate of children aged 8-15 with mental health needs in Surrey.
- 3.23 A number of children and young people presented different behavioral problems. However, by retaining over 70% of the 2007 workforce and offering a highly structured and varied programme, strikes and subsequent exclusions were kept to a minimum.
- 3.24 The level of experience and expertise in the workforce is now of a very high standard. The longest serving member of staff has worked on the Playschemes for nine years. Officers made a saving in the wages budget this year by reducing the staff team as the sites were reduced. However, Officers consider this should not be reduced to the extent that it deters more experienced staff from returning.

Training (Mandatory OFSTED requirement)

Internal Training

- 3.25 All staff attended a half day of training covering operating procedures, accident and emergency situations and activity organisation. New staff also attended an additional half day's training covering OFSTED requirements, policies and procedures. A further half day of training was led onsite by the scheme Supervisors. This included; allocating roles, risk assessments and ensuring all site specific procedures were in place.

External Training

- 3.26 12 staff received a day of Special Needs Training, which covered a variety of different behavioural issues. This was coupled with all staff receiving a 1 hour briefing from the same trainer. Staff feedback was extremely positive and the training equipped them well for the summer programme. (It is an OFSTED requirement for the schemes to remain fully inclusive.)
- 3.27 12 staff attended a 12hr First Aid training session delivered by Emergency Response. 3 staff attended a 3 day Play Work Basics Plus Course and 1 member of staff attended a Play Work Basics Course.
- 3.28 4 staff completed a NVQ Level 3 Certificate in Playwork. This was conducted on Saturdays throughout the winter months. Staff attended this unpaid and in their own time, which clearly demonstrates their commitment towards the schemes. Officers would like to point out that the academic level of the courses completed this year was higher although the numbers were fewer than last year. This was due to a high number of returning members of staff with previous qualifications and some wishing to enhance their existing qualifications. It is a requirement of OFSTED that 50% of the workforce is trained to a Level 2 standard.

Fees and Charges

- 3.29 The full charge for one week in 2008 was £55 (standard) and £27.50 (concessionary) for families receiving benefits. Charges of between £3 and £22 were made for the off-site activities. This was a significant increase in the prices charged in 2007, owing to an increase in venue charges and transport costs. On-site activity providers also increased their charges in 2008.
- 3.30 Officers ensured that trip costs varied this year so that children from families on lower incomes could benefit.
- 3.31 Officers recommend a further increase in charges for 2009, as set out in the table below. It is proposed that the second child discount be removed for 2009 to ease administration and streamline the pricing structure.

Charge	2006	2007	2008	2009
Standard Week	£45	£50	£55	£60
Concessionary Week	£22.50	£25	£27.50	£30
Standard Daily	£10	£11	£13	£15
Concessionary Daily	£5	£5.50	£6.5	£7.50
'Splash' Daily Bus Service	Free	Free	£5 per week	£5
'Splash' Daily Bus Service Concessionary	Free	Free	£2.50 per week	£2.50

- 3.32 Officers consider this substantial increase may adversely affect demand. This level of increases in charges is necessary in order to achieve the target level of savings. However, as the cost of the schemes continues to rise above the rate of inflation, Officers are concerned that this could result in some low income families not being able to afford the schemes. Therefore, Officers propose that the number of concessionary bookings be monitored closely.

Feedback

- 3.33 Feedback from users of the Summer Activity Programme is generally very good. A summary of the results from both the parents and children is attached at Appendix 'C'.

Proposals for 2009 Play scheme and Splash

- 3.34 The need to find an additional £25,000 of savings on the play scheme has required Officers to look at all of the options available, including significant increases in prices, reducing the number of sites and reducing the number of weeks they operate.
- 3.35 Officers have managed to produce a budget incorporating the required savings although there will be some significant changes to the summer programme in 2009.
- 3.36 The most significant change is the proposal to operate the play scheme for three weeks rather than four. The proposed dates for next year are 27 July 2009 to 14 August 2009, which matches the dates for the 'Splash' scheme. The advantage of running for only three weeks is that four sites can still operate within the budget to provide a wider choice of venues for residents, and staffing costs are significantly reduced. The venues will also open at 8.30am rather than 8.45am following feedback from parents.
- 3.37 The other major change for 2009 will be that no off-site activities will be offered. However, to compensate, it is proposed to offer more on-site activities. The primary saving will be on transport costs. A full breakdown of this year's and next year's budgets is shown at paragraph 4.4.
- 3.38 The appointment of an Activities Co-ordinator, funded through the big lottery, will enable additional free activities to be provided outside of the core play scheme weeks at specific venues in the borough. Further details will be made available once finalised.
- 3.39 It is also proposed that for the two weeks after the play scheme, multi-sports weeks will be offered at the Leisure Centres or other venues, at a similar cost to the weekly play schemes. These will only run if they breakeven. The Council already operates Star Track weeks for athletics in the summer which have proved popular so it is anticipated that this provision will be well received.
- 3.40 Promotion of the summer activities will be reviewed to determine the best way of advertising the summer 2009 programme. The programme will include a wider number of options for parents with the inclusion of the multi sports weeks as well as details of other provision such as Museum craft days. By having information on all the activities available in a single brochure Officers aim to offer residents more choice and make additional savings on printing.
- 3.41 There are no significant changes to the 'Splash' scheme although an alternative venue may be considered for 2009. Further discussions with other venue providers will continue, subject to no additional costs being incurred.

4. Resource Implications

- 4.1 Sponsorship income of £10,000 was raised from Procter & Gamble Community Matters, who have supported the schemes for 13 years. Sponsorship has yet to be confirmed for 2009, and may be affected by the changes to the programme but discussions with P&G will continue.
- 4.2 Merlin Entertainments provided sponsorship in the form of Theme Park tickets for the play schemes with Legoland and Chessington World of Adventures tickets and 'Splash' with Thorpe Park tickets. Valued at over £4,000 this significantly enhanced all the programmes. Officers have had no promise of sponsorship for 2009 and the review of the off-site provision for the play schemes will impact on the number and value of the tickets offered overall.
- 4.3 The Play and Youth Development Officer secured funding from the Early Years and Childcare Partnership in the form of £4,800 for inclusion which enabled Officers to employ additional staff with special needs experience to give children and staff extra

support. This funding was also used for special needs support training. It is anticipated that further funding will be available in 2009.

- 4.4 The table below sets out the net cost of operating the playscheme:

PlayScheme Budget

	2007/08 Actual £	2008/09 Budget £	2008/09 Probable £	2009/10 Proposed £
<u>Expenditure</u>				
Wages and Training	71,705	73,000	56,900	44,000
Other Costs	31,615	35,000	25,900	19,000
Total	103,320	108,000	82,800	63,000
<u>Income</u>				
Fees and Charges	48,194	49,000	41,200	30,000
Sponsorship and Donations	5,929	10,000	10,400	9,000
Total	54,123	59,000	51,600	39,000
Net Cost	49,197	49,000	31,200	24,000

- 4.5 The income from fees and charges for 2008/09 was less than in 2007/8, largely due to a reduction in the number of sites. There have been savings in expenditure on wages and running costs. There are overall net savings of £17,800 on the budget for 2008/09.

- 4.6 The table below sets out the net cost of operating the 'Splash' scheme:

'Splash' Budget

	2007/08 Actual £	2008/09 Budget £	2008/09 Probable £	2009/10 Proposed £
<u>Expenditure</u>				
Wages and Training	12,010	18,100	14,900	16,000
Other Costs	29,018	28,700	25,900	28,000
Total	41,028	46,800	40,800	44,000
<u>Income</u>				
Fees and Charges	17,556	20,000	18,500	20,000
Sponsorship and Donations	5,000	5,000	5,000	5,000
Total	22,556	25,000	23,500	25,000
Net Cost	18,472	21,800	17,300	19,000

5. Council Policy

- 5.1 The Strategic Plan (2005 – 2010) states that the Council will "continue to operate Play and 'Splash' Schemes in our parks and elsewhere and work in partnership with sponsors in order to ensure adequate funding is in place".

OFFICERS' RECOMMENDATION that -

- i) **provision be made in the draft estimates for 2009/10 in the net sum of £24,000 in respect of the Summer Playschemes; and £19,000 in respect of the 'Splash' scheme;**
- ii) **the revised fees and charges for 2009 as set out in the report be approved;**
- iii) **the play schemes be run at 4 sites for 3 weeks in 2009 to deliver the savings required; and**
- iv) **Officers continue to investigate other options for summer activities including multi sport weeks.**

(TO RESOLVE)

Background Papers

Relevant papers on Leisure Services file: and Play and Youth Development Officer's files including Questionnaires and feedback forms from Play and Splash 2008.

9. SURREY YOUTH GAMES AND SPORTS DEVELOPMENT UPDATE (DAL)
(Ref: Minutes of the Leisure and Environment Committee, November 2007, page 516, para 363)

1. **Purpose of Report**

- 1.1 **The purpose of this report is to update Members on Runnymede's involvement in the 2008 Surrey Youth Games(SYG) and other sports development related initiatives.**

2. Background Information

- 2.1 Sports Development in Runnymede is essentially about providing children with the opportunity to get involved in a variety of sports activities and sustaining their participation by enhancing links between schools, coaching courses and clubs. The sports activities provided in Runnymede are either linked into existing clubs with junior sections or helping to develop new junior clubs. Sports development therefore aims to provide the local community with sporting opportunities that build on the current infrastructure. By encouraging involvement in sport through local participation and competition, individuals are enabled to maximise their potential and reach their chosen ability level.

3. Report

Surrey Youth Games (SYG)

- 3.1 Advertising and publicity of the SYG took place between April and June 2008. Officers attended school assemblies, sent out e-mail newsletters, leaflets and posters to schools, used the mailing list, leisure centres, youth services and clubs and issued press releases and local adverts.
- 3.2 19 Coaches were recruited (6 volunteers through local clubs) and 9 training venues were used. 20 Runnymede schools were involved, plus 5 out of borough schools and 6 clubs. Some of the key partners were:

Pycroft Grange School – Boccia Team and Coach
 Sir William Perkins School – Netball players
 Abbey Rangers Football Club – Coaches, volunteers and players
 Pyrford Judo Club – Coach and players
 Staines Swimming Club - Coaches and players
 Thames Valley Hockey Club – Coaches and players
 Egham Rugby Club – Coaches and players
 Holy Family School – High 5 coaches and players

- 3.3 It is hoped that further partnership working and sports related project work will be co-ordinated through the recently reformed Sports Runnymede, and further updates will be provided in the Members' Bulletin.
- 3.4 Set out below are the training Attendance Figures:-

SPORT	NUMBER OF CHILDREN ATTENDING TRAINING			
	2005	2006	2007	2008
Athletics	65	30	36	19
Badminton	26	20	17	14
	Pycroft Grange Team	Pycroft Grange Team	Pycroft Grange Team	Pycroft Grange School (6)
Basketball	15	45	41	3
Girls Football	12	Jubilee High School Team	18	14
MLD Football	Philip Southcote Team	Philip Southcote Team	Philip Southcote Team	N/A
Hockey	24	42	53	22
High 5 Netball				7
Judo	36	24	20	10
Netball	32	23	22	10
Mixed Tag Rugby	16	N/A	13	15
Squash	No trials	No trials	No trials	No trials
Swimming				13
Tennis	17	26	6	4
TOTAL:	253	236	226	137

- 3.5 The level of attendance at the training sessions was disappointing in 2008. Members are advised that the Leisure and Sports Development Manager left before the training started; this possibly affected the number of teams who entered. However, the interim Sports Development Officer did an excellent job pulling this all together in a short space of time.
- 3.6 A number of teams also suffered from late withdrawal of players due to the "Scout about" weekend taking place on the competition dates and a general lack of interest in some sports notably basketball, where previously Runnymede had performed well. Officers will address this for 2009 and have already proposed an extended activity programme for basketball which it is hoped will generate interest and new players for the SYG.
- 3.7 The 2008 Youth Games included 15 sports, with a total of 31 possible team entries. Runnymede entered 14 teams. Approximately 137 children took part in the preparation activities for the Youth Games, with 78 taking part in the actual competition.

Athletics

- 3.8 8 weeks of training sessions were held at St George's College, for the squad. Following the Youth Games, two Norwich Union Star Track Coaching weeks ran during the summer holidays, both of which were fully booked.

Boccia (Adapted bowls activity for children with severe learning and physical disabilities)

- 3.9 Pycroft Grange Primary School hosted the Boccia training for the sixth year running.

Girls Football

- 3.10 Abbey Rangers Football Club hosted the trials and training sessions for the girl's football. Three young coaches were also involved in the preparation and Team Management on the day.

Hockey

- 3.11 Runnymede's Community Hockey Coach / Youth Development Officer - Thames Valley Hockey Club (TVHC) ran the trials and training sessions for the three hockey teams again this year. The Youth Games has again served as a good recruitment tool for the junior section, which is continuing to grow and improve. The Community Hockey programme continues to be successful in providing hockey tasters to local schools, running open community sessions at Salesian school and channelling new players into TVHC.

Judo

- 3.12 Pyrford Judo Club hosted training for the Runnymede squad for the ninth year running.

Netball

- 3.13 Open trials and training sessions were held at Salesian school this year and successfully attracted a number of new players to the Youth Games. Feedback suggests there is demand for a junior club in Chertsey or Egham and the Active Surrey programme will support this development over the coming year with an Extending Activities programme due to start in January 2009. Lack of coaches willing to take on junior sections is a current problem but some links have been made with local adult clubs through promotion of the new facilities at Salesian school and also with the coaches that are to lead the Extending Activities programmes.

Tag Rugby

- 3.14 Egham Knights Rugby Club hosted training sessions for the Runnymede squad this year. Feedback has shown a high level of interest and new club members have signed up.

Demonstration sports

- 3.15 **High 5** – Holy Family School hosted training for the Runnymede squad for the first time this year. A great level of interest was witnessed at the games and as a result local schools will consider the provision of extra curriculum activities in the New Year.
- 3.16 **Swimming** – Staines Swimming Club led Runnymede's squad alongside Spelthorne's squad through the training sessions from Spelthorne Leisure this year. Runnymede's team was low in numbers due to the lack of facilities in the borough. In spite of this a team was entered.

Competition Preparation

- 3.17 In preparation for the competition, entry details of every Runnymede team member are checked, and Officers have to obtain consent from all parents for children to participate in the games and have their photographs taken for promotional purposes. Team Managers for each squad are needed on the competition days to supervise and coach. No coaches are paid for their time, as the budget is currently insufficient.
- 3.18 Leisure Services staff act as team managers in the absence of a volunteer coach. Squad t-shirts are provided for all players entering the competition and all team managers are issued with polo shirts. The total cost for the squad uniform was £950.00.

Competition Results

- 3.19 Runnymede finished the Games in 10th place this year. The table below shows a comparison of progress in terms of individual sports result, where applicable, as well as overall results for the borough:-

SPORTS	Positions				2008
	2004	2005	2006	2007	
Athletics (Junior)	6 th	11 th	9 th	8 th	10 th
Badminton	9 th	5 th	5 th	9 th	N/A
Basketball (Boys)	6 th	8 th	2 nd	7 th	N/A
Basketball (Girls)	6 th	3 rd	4 th	1 st	N/A
Boccia	8 th	6 th	1 st	2 nd	1 st
Girls Football (Junior)	7 th	N/A	N/A	6 th	3 rd
Girls Football (Senior)	N/A	7 th	6 th	7 th	4 th
MLD Boys Football	4 th	6 th	2 nd	4 th	N/A
Girls Hockey (Junior)	8 th	-	13 th	4 th	9 th
Boys Hockey (Junior)	-	-	15 th	7 th	
Girls Hockey (Senior)	3 rd	2 nd	4 th	2 nd	2 nd
Boys Hockey (Senior)	-	-	11 th	7 th	N/A
Girls Judo (Junior)	4 th	6 th	4 th	6 th	7 th
Boys Judo (Junior)	5 th	3 rd	4 th	4 th	N/A
Girls Judo (Senior)	3 rd	-	4 th	4 th	4 th
Boys Judo (Senior)	2 nd	5 th	4 th	10 th	7 th

Netball (Junior)	6 th	5 th	9 th	4 th	N/A
Netball (Senior)	10 th	8 th	6 th	N/A	6 th
Tennis (Junior)	9 th	10 th	1 st	6 th	N/A
Tennis (Senior)	10 th	1 st	6 th	8 th	N/A
OVERALL POSITION	11 th	11 th	2 nd	8 th	10 th

Presentation Evening

- 3.20 A presentation evening attended by approximately 100 people was held at The Hythe Centre on 10 July 2008. Medals and certificates were presented to all competitors and team managers on the night and forwarded to anyone who was unable to attend.
- 3.21 The Mayor, Councillor J Broadhead, and Mr Ian Beaumont from Proctor & Gamble presented the medals and certificates and praised the children's achievements and thanked all volunteers who had been involved in training Runnymede teams.

Feedback

- 3.22 78 feedback forms were sent out to all competitors of the 2008 SYG and 30 responses were received. Overall the feedback was very positive, as illustrated by some of the comments received, as set out below:

What did you enjoy about your SYG experience?

- A chance to meet other U10's with an interest in sport.
 - I enjoyed competing.
 - Really benefited from the coaching, really learnt a lot.
 - Fun, friendly and very well organised.
 - Having the chance to play in a team and to meet new people.
 - I enjoyed the training sessions and the tournament.
 - I enjoyed getting to play lots of football with my friends.
 - I enjoyed taking part in the sport and playing against people I already knew.
 - I enjoyed being able to play against other Boroughs and experience what it would be like to play if I became good enough.
 - I enjoyed the experience of being in a competitive area and doing athletics in a professional place.
 - Absolutely loved it all.
 - I enjoyed meeting new people and helping them to learn tag rugby.
 - The SYG is a great opportunity for children to learn and compete in sports that they may not have learnt at school or may not have been good enough to compete in.
- 3.23 15 of the 30 respondents are currently members of local clubs and a further 11 have expressed a wish to join a club as a result of their Youth Games experience.
- 3.24 Members are asked to note that respondents to the feedback have continued to request a free, extended training programme to allow for team practice, fair selection, improvement in abilities and essential preparation for the competition.

Organisation

- 3.25 The preparations, advertising, supervision of the trials and training sessions and team entries into the competition are currently the responsibility of the Sports Development Officer. The Leisure Team provides assistance and support where needed over the

competition weekend. The Sports Development Officer currently organises the presentation evening.

Sports Development – Future Developments

- 3.26 A number of projects are currently taking place in order to increase awareness, quality and participation levels in sport.

Surrey Youth Games Funding

- 3.27 As a result of a recent review of Sport England funding for County Sports Partnerships, who organise youth games, core funding for the SYG will not be provided from 2009. Therefore, the Active Surrey Sports Partnership will need to attract additional funding from other sources which could include additional sponsorship, national governing bodies and local authorities. Runnymede currently makes a contribution of £2,000 to the SYG. This could increase by up to £3,000 if the games continue.
- 3.28 The following sports have been removed from 2009 SYG: Athletics, Tennis, Futsal and Fencing.

Sport Unlimited (Extended Activities)

- 3.29 Sport Unlimited is part of the new 5 hour offer for young people in England. Nationally, £36m of new Government funding for young people's sport has been ring fenced for this programme.
- 3.30 Sport Unlimited funding is targeted at "semi - sporty" children, young people and young adults living in Surrey's 11 boroughs and districts. It will engage them in an extra 1-2 hours a week (minimum 10 weeks) of high quality sport and physical activity.
- 3.31 At present Runnymede has one project running; Runnymede Panthers. This is an indoor athletics programme set up to target children aged 8-14 years. It is planned that from the 10 week course the interest will be there to set up a junior athletics club in Runnymede. This will help the athletes continue to develop their skills and will also lead into the SYG 2009.
- 3.32 Three applications have also been put through for projects to take place during the Spring Term 2009; Athletics (15-17 years), Basketball and Golf.

Community Sports Coach Scheme (CSC)

- 3.33 Runnymede's CSC is currently working with a number of schools to increase interest and participation in Hockey, at present the CSC is working with approximately 100 young athletes. Runnymede's SYG 2009 hockey teams will be coached and selected by the CSC April-June 2009.

Star: Track

- 3.34 Two athletics Star: Track courses ran again this summer attracting nearly 60 children. Due to the success of these courses it is proposed that the course will run again in 2009.

Multi-sports week

- 3.35 Officers will possibly run 2 weeks of multi-sports from both leisure centres or an alternative venue in Summer 09. This will allow for children to try a variety of sports that they may not have had the chance to participate in previously.

Youth Festival

- 3.36 'Have a go sessions' were enjoyed by all at this year's Youth Festival. 12 sports clubs attended on the day providing young people with information and activities based around their sport. At the Youth Festival one of the junior clubs, Egham Knights Rugby Club, signed up 10 new members. Options are being looked at for 2009.

Active Surrey Club Accreditation

- 3.37 Club accreditation is a method of recognising and acknowledging quality clubs nationally and in Surrey. It provides a clear and structured approach to improving and developing the club and ensuring it is a quality sporting environment. Working towards club accreditation is essential if the club is looking to gain funding assistance.
- 3.38 Recently all sports clubs in Runnymede have been offered the opportunity of working through their Club Accreditation. At present 5 clubs have shown an interest: Abbey Rangers FC, Manorcroft FC, Egham Bowls Club, Sport Martial Arts Academy and Surrey Youth Motor Cycle Trials. Abbey Rangers FC is close to achieving its Silver certificate and Manorcroft FC is due to start working on its Bronze within the next month.

4. Financial Implications

- 4.1 Procter & Gamble (P&G) continue to sponsor the Runnymede SYG team, providing £1,000 towards the cost of t-shirts for the competition. P&G are also the official main sponsor of the Youth Games event and are committed to funding the competition for a minimum of 3 years.
- 4.2 In view of the success of the competition and continued good feedback and involvement, Officers propose that the Council continues to provide a budget to offer an extended training programme for the 2009 SYG and for general sports development work in key sports as well as supporting volunteer, club and coach development.
- 4.3 Paragraph 3.27 identified that additional funding of up to £3,000 could be required from local authorities to continue to run the SYG in its current format. The Financial Forecast presented to Corporate Management Committee on 30 October makes provision for this additional cost for 2009/10 onwards.

5. Conclusions

- 5.1 The Surrey Youth Games is a valued sports development tool. Difficulties last year finding teams for certain sports has been considered when selecting projects to put forward for the Sports Unlimited programme.
- 5.2 To improve the amount and variety of sports activities that are offered it is proposed that during the summer of 2009 there are Star: Track and multi sports activities for 2 weeks and the provision of a summer football camp be investigated.

6. Council Policy

Strategic Plan (2005 – 2010)

- 6.1 Improve opportunities for young people:-

"Work with schools and governing bodies to develop leisure based and sports-based after school activities".

"Promote healthy life-styles for young people through sports centres, schools, clubs, parks, countryside and waterways".

"Leisure and sports development work with local young people to develop positive use of leisure time and employment opportunities, focused on areas of identified need".

"Continue to support the Active Sport programme to link young people at school with local clubs".

(FOR INFORMATION)

Background Papers

Relevant papers on the Leisure Division Files.

10. GREEN FLAG AWARDS (DAL)
(Ref: Minutes of Leisure and Environment Committee, September 2007, page 336, para 260).

1. Purpose of Report

- 1.1 The purpose of this report is to inform Members of the Council's continuing success in the Green Flag Awards and to recommend a way forward for future years.**

2. Background Information

- 2.1 The Green Flag Award is the national standard for parks and green spaces in England and Wales. The award scheme began in 1996 as a means of recognising and rewarding the best green spaces in the country.
- 2.2 Any green space in England and Wales that is freely accessible to the public is eligible to enter and awards are given on an annual basis which means winners must apply each year to renew their Green Flag status.
- 2.3 Sites are judged in May or June each year and each receives a personal visit from highly experienced and respected judges. The winners are those sites that are judged to be welcoming, safe and well maintained and involve the local community. Judging is conducted on a points system and any entry that reaches the benchmark standard is eligible for a Green Flag Award. While the standards for the Green Flag Award are high, the scheme recognises that all green spaces are different and each site is judged on its merits and suitability to the community it serves.
- 2.4 Parks must score a minimum of 50% on a desk assessment and 60% in the field evaluation, with a combined score of 66 points or above, to achieve Green Flag Award status. Winners are announced in July.
- 2.5 Winning a Green Flag Award brings excellent publicity for a park and its owner. Both the media and the public are becoming increasingly aware that a site flying a Green Flag is a well managed, high quality green space.
- 2.6 The Green Flag Award is a key component of the Government's commitment to create cleaner, safer, greener communities.

3. Report

- 3.1 Achieving Green Flag Awards has been a target for Leisure Services for some time. The Council's first attempt was in 2006 when Victory Park (Addlestone) and Ottershaw Memorial Field were entered into the competition for the first time.
- 3.2 Despite a great deal of hard work by the Parks team both sites unfortunately just missed out. However the judges felt in both cases that the parks were very capable of being brought up to the standards required and this encouraged a second successful attempt in 2007 when both parks achieved Green Flag Awards.
- 3.3 That success was reported to this Committee in September 2007 and it was resolved that Victory Park and Ottershaw Memorial Field be entered for a Green Flag Award again in 2008.
- 3.4 Similar success was achieved again this year with both Victory Park and Ottershaw Memorial Field achieving Green Flag Awards. Officers attended an award ceremony in Liverpool in July.
- 3.5 The Green Flag Awards won by Runnymede were two of only seven awarded in Surrey this year.

The Award Criteria

3.6 Satisfying the competition requirements involves a significant amount of work, both on site and behind the scenes. In addition to the presentation of the park, a Management Plan (30 plus pages) needs to be prepared for each site. There must be evidence of community involvement in the management of the park, sustainability, good management and suitable marketing.

3.7 An outline of the Key Criteria against which every park or green space is judged is set out below:

1. A Welcoming Place

The overall impressions for any member of the community approaching and entering the park or green space should be positive and inviting, regardless of the purpose for which they are visiting.

2. Healthy, Safe, and Secure

The park or green space must be a healthy, safe and secure place for all members of the community to use. Relevant issues must be addressed in management plans and implemented on the ground. New issues that arise must be addressed promptly and appropriately.

3. Clean and Well Maintained

For aesthetic as well as Health and Safety reasons, issues of cleanliness and maintenance must be adequately addressed:

4. Sustainability

Methods used in maintaining the park or green space and its facilities should be environmentally sound, relying on best practices available according to current knowledge. Management should be aware of the range of techniques available to them, and demonstrate that informed choices have been made and are regularly reviewed.

5. Conservation and Heritage

Particular attention should be paid to the conservation and appropriate management of:

- Natural features, wildlife and fauna.
- Landscape features.
- Buildings and structural features.

These features should serve their function well without placing undue pressure on the surrounding environment.

6. Community Involvement

Management should actively pursue the involvement of members of the community who represent as many park or green space user groups as possible.

7. Marketing

- Marketing strategy in place, in practice and regularly reviewed.
- Good provision of information to users, e.g. about management strategies, activities, features, ways to get involved.
- Promotion of the park or green space as a community resource.

8. Management

A Green Flag Award application must have a management plan or strategy in place which reflects the aspirations of Local Agenda 21 and clearly and adequately addresses all the above criteria and any other relevant aspects of the park or green space's management. The plan must be actively implemented and regularly reviewed. Financially sound management of the park or green space must also be demonstrated.

4. Council Policy

- 4.1 The Strategic Plan includes the Key Aim: "Keep the management of our parks and open spaces that are highly regarded by residents under review, and seek to maintain the current high standards of service we provide."
- 4.2 The Service Plan for Leisure and Environment Services includes the target: 'To achieve external accreditation for leisure service areas including QUEST for the sports centres and sports development, Green Flag for two parks.'

5. Resource implications

- 5.1 The costs directly attributable to entering the two parks this year are set out below:

Entry fee (two sites)	£350
Temporary casual staff x 4	£7,600
Travel and accommodation for awards ceremony (3 staff)	£600
Total	£8,550

- 5.2 These costs have been funded from existing Parks revenue budgets, which means that this money is no longer available to spend elsewhere at other, perhaps more deserving, sites. A large number of Officer hours were again put into achieving the awards, both by on-site staff and staff at the Civic Centre. This is time which would normally be available to progress other parks projects.
- 5.3 The equivalent spend in 2007 was greater at £14,607, so it is clear that the cost of maintaining a park at the Green Flag standard is less than the cost of bringing a park up to that standard. This is due to the fact that many of the improvements implemented initially, such as replacing fences and planting hedges, will not need to be repeated.
- 5.4 The annual cost of re-entering Victory Park and Ottershaw Memorial Field into the Green Flag Award scheme in future years is expected to be around £4,000 to £4,500 per park. There will still be a need to employ additional resources and concentrate effort in the weeks leading up to judging to ensure everything on site is in order and that all the back ground paperwork is complete.
- 5.5 Should a different park be entered, more initial works will be required and the costs could be expected to be £8,000 or more, depending on the amount of work needed.

6. The Future

- 6.1 Achieving a Green Flag Award is extremely desirable in terms of the recognition it brings the Council and the Parks department. Successes to date have been covered in the local press, the Runnymede Voice and on local radio.
- 6.2 It encourages improvements and best practice in the management of the winning park, which can be replicated at other sites. But, it also demonstrates that the winning parks are of an equivalent standard to some of the best parks in the country.
- 6.3 However, there is a cost in achieving and maintaining the necessary standards and in entering the competition and resources need to be diverted from elsewhere as described

in the report. The resource implications are significant and need to be considered when contemplating entry in future years.

6.4 There are a number of other Council parks which have the potential of achieving the Green Flag standard and Officers consider that Heathervale Recreation Ground in New Haw is the best of these. Should Members be minded to enter a third park in the future this would be the one Officers currently recommend. However, there would be a considerable amount of work to do in preparing the park for entry and a cost attached. This would involve physical improvements on site and behind the scenes work in producing a management plan, encouraging the local community to become involved in the park's management and improving marketing. To allow time for this work to be completed and for the costs to be spread over a period of time Officers recommend that if Members wish to enter a third park in the Green Flag Awards, Heathervale Recreation Ground be entered in 2010.

6.5 Officers also recommend that Victory Park and Ottershaw Memorial Field be re-entered again in 2009.

7. Environmental implications

7.1 The Green Flag Awards encourage sustainable management techniques in parks and open spaces.

8. Other Issues

8.1 The Green Flag Award scheme is managed by the Civic Trust on behalf of the Department of Communities and Local Government and the Green Flag Advisory Board which comprises founders of the scheme, sponsors, winners and judges. The scheme is sponsored by Communities and Local Government, English Heritage and Natural England and in Wales by the Countryside Council for Wales.

8.2 The Civic Trust is an independent, national charity, founded in 1957. It works with people to promote thriving towns and villages, developing partnerships between communities, Government and business to deliver regeneration and local improvement.

OFFICERS' RECOMMENDATION that -

Victory Park and Ottershaw Memorial Field be entered for a Green Flag Award again in 2009 and Heathervale Recreation Ground be entered in 2010.

(TO RESOLVE)

Background Papers

None stated.

11. HYTHE PARK PROGRESS REPORT (DAL)
(Ref: Minutes of Leisure and Environment Committee, March 2008, page 838, para 609).

1. Purpose of Report

1.1 **The purpose of this report is to inform Members of progress with the Hythe Park project.**

2. Background Information

2.1 The provision of a new park on the site of the former Pooley Green Allotments and the former Swan Sanctuary has been an aim of the Council for a number of years. Consultation with local residents and the setting up of the Friends of Hythe Park led to the development of a scheme which was to incorporate the following features:

- A community garden and orchard with seating

- Surfaced footpaths and cycle routes through the park
 - A multi-use games area (MUGA)
 - Play areas for toddlers and older children
 - An open grass area for community events
 - Wildflower meadows
 - Wet/dry area
 - Two CCTV cameras linked to the Safer Runnymede control centre
 - A securely fenced allotments site providing eighteen plots, including raised beds for disabled users.
- 2.2 Planning permission for the scheme was obtained in 2006 with a number of conditions attached. The most significant of these was to obtain Environment Agency (EA) approval for the scheme as the park is in the flood plain. Obtaining the Agency's consent was problematic and delayed the start of work on site.
- 2.3 The presence of slow worms, a protected species, also led to delays as around 200 had to be trapped and relocated to a safe area, before clearance of the site could start. This initial clearance work also had to take place outside of the bird nesting season.
- 2.4 Throughout the project Officers have continued to work with the Friends of Hythe Park in finalising the details of the park and keeping them informed of progress. Officers have also continued to consult with and respond to requests from residents adjacent to the park and considered their views and amended the scheme wherever possible.
3. Report
- 3.1 Work to develop the park is now nearing completion and the allotments will follow when funding becomes available.
- 3.2 Work on the park started in February 2008, with clearance of existing vegetation starting the week commencing 25 February. The main landscaping work then followed which included shaping the previously flat ground, creating a wet/dry area, installing a boardwalk, fencing, paths and ducting for cables and pipes for a water supply. Trees and shrubs were planted and grass and wildflower areas seeded. The bulk of this first phase was completed in August, leaving a number of 'snags' to be resolved by the main contractor.
- 3.3 The water supply was then connected and arrangements made to connect the electricity supply and fibre optic cabling for the CCTV cameras.
- 3.4 Between July and early November a toddlers play area, multi-use games area and an adventure play area for older children were installed, followed by park furniture; benches, bins etc. and two CCTV camera poles.
- 3.5 The cost of the lighting for the main pathways was planned to be financed from a contribution from the Crime and Disorder partnership. However, the partnership did not agree to making a contribution. Therefore, in September a Capital budget of £32,000 was approved under the Council's urgent action procedures to finance these works from Capital receipts in hand, to be installed during October and November.
- 3.6 Signage directing vehicles and pedestrians to the park is to be erected on nearby roads and footways and some signage will be installed within the park.
- 3.7 A number of the trees which were planted have failed and will be replaced during the autumn and winter.
- 3.8 An official opening is expected to take place in November and a verbal update on this and any outstanding work will be given at the meeting.
- 3.9 The Friends of Hythe Park are developing plans for the creation of a community garden and orchard and hope to implement these over time as they source funding. They are also hoping to hold community events in the park each year.

3.10 The development of allotments on the site remains outstanding as funding for this has not yet been identified. Officers will be preparing a separate report for the Committee on the increase in demand for allotments and provision at this site is likely to be important in reducing waiting lists locally.

4. Council Policy

4.1 The strategic plan 2005- 2011 states that the Council will:

"Develop a new public park at Pooley Green, including an improved allotment site, in consultation with local residents."

5. Resource Implications

5.1 Funding has been obtained for both the Wet/Dry Area and Toddlers Play Area with grants through AIR and the landfill operators of £74,000.

5.2 The MUGA and Adventure Play Area are both to be funded out of the Big Lottery programme for Play with £58,000 for each of the areas.

5.3 The approved budget and committed expenditure for each of the various elements of the project are shown in the table at Appendix 'D'.

6. Environmental Implications

6.1 The location of the park in the flood plain raised a number of environmental issues which led to much of the initial delay. The EA required assurance that the area would not be more susceptible to flooding through the proposed landscaping as this could have an impact on local residents.

6.2 The site was also found to have a population of slow worms, a protected species, which had to be temporarily relocated. They will be released back into newly created habitats within the new park once suitable cover is re-established.

6.3 The plans for the new park were altered during the course of the project so that a number of existing trees and shrubs were retained. These provided continuity in nesting sites for birds so that the resident population would remain on site during and after the development of the new park. The presence of nesting birds also contributed to delays as initial site clearance had to take place outside of the nesting season.

(FOR INFORMATION)

Background Papers

Relevant papers on Leisure Services and Valuer's Files.

12. PURCHASE OF ADDITIONAL KERBSIDE RECYCLING BOXES AND RECYCLING BANKS FOR PLASTIC BOTTLES AND CANS (DTS)

1. Purpose of Report

1.1 **The purpose of this report is to seek approval for the purchase of 3,400 additional blue recycling boxes for kerbside recycling collections and an additional 18 recycling banks for plastic bottles and cans.**

2. Background Information

2.1 One of the most frequent requests from residents is for the introduction of additional recycling facilities as bring sites are frequently reported as being full. Officers have therefore been investigating the feasibility of introducing recycling banks for plastic bottles and cans at new sites.

2.2 Blue recycling boxes were first provided to residents in February 2003 when kerbside recycling collections were introduced. The boxes are used for the collection of cans, aerosols, glass bottles and jars. Over the past five years, boxes have been lost and damaged and new properties have been built, and new additional boxes were urgently required.

3. Report

Bring Sites – Recycling Banks

3.1 Plastic bottles and cans are already recycled in Runnymede – although plastic bottles are not included on the kerbside recycling scheme. There are 'bring' banks for plastic bottles and cans at recycling sites throughout the borough, for example, in Runnymede's car parks and in supermarket car parks.

3.2 Plastic bottles (including milk, water and fizzy drinks bottles, and shampoo bottles) are a low density, high volume material that has a relatively low value. Plastic bottles from bring banks are taken to the Waste Transfer Station at Charlton Lane, Shepperton where they are bulked up before being sent on for reprocessing elsewhere.

3.3 Cans (including drinks and food cans), empty aerosol cans, and aluminium foil are a low density, medium volume material that has a reasonably high value. As with plastic bottles, the cans from bring banks are also taken to the Waste Transfer Station at Charlton Lane, where they are bulked up before being sent on for reprocessing elsewhere.

3.4 There would be a significant cost attached to collecting plastic bottles via the kerbside collection scheme. Therefore, as a much cheaper alternative, recycling banks have been introduced over the past three years at many bring sites across the borough. Officers continue to look for new sites on which to place banks; these sites are often suggested by residents.

3.5 It is proposed to purchase 18 new banks; 12 banks (7 for plastic bottles and 5 for cans) will be sited at schools and other sites as listed below and 6 will be kept as spares. Spare banks are used to provide additional capacity when needed during holidays (such as Christmas and New Year), and possibly for other new sites.

	Cans	Plastic
Stepgates School, Stepgates, Chertsey	1	1
Wyvern Place, Green Lane, Addlestone	1	1
Christchurch School, Virginia Water		1
Ongar Place Infant School, Milton Road, Addlestone	1	1
Chertsey Wharf Boat Yard, Bridge Road, Chertsey	1	1
Thorpe Park, Staines Road, Chertsey	1	1
Sir William Perkins' School, Guildford Road, Chertsey		1
Spare	3	3

Kerbside Scheme - Recycling Boxes

3.6 The purchase of 3,400 additional boxes was urgently required to cope with the provision of replacement boxes at existing properties, and for new properties using the kerbside collection service. Advertising, leaflet drops, and information sent to householders, also generated a high volume of calls from residents requesting recycling boxes. Boxes were also required for the 500 new properties that have been occupied over the past two years.

4. Council Policy

4.1 The Council's Strategic Plan 2005-2010 sets out key aims to maintain a first class recycling service to residents and meet Government targets and investigate the viability of extending the scheme to take additional materials.

5. Resource Implications

Capital Costs

5.1 The provision of the 10 banks for plastic bottles and 8 banks for cans will cost approximately £7,000 including delivery charges. The provision of 3,400 blue recycling boxes will cost £8,500, including labelling and delivery. Although these have already been purchased to meet demand, retrospective approval for a capital estimate is still required for their purchase.

5.2 The Capital Programme currently has a provision of £15,500 for waste recycling initiatives.

6. Legal Implications

6.1 The BVPI recycling targets set for the Council are mandatory. Although the tonnage added by the recycling of plastic bottles and cans will do little to increase current recycling rates, it is hoped that additional sites will stimulate recycling, and help Runnymede's performance.

6.2 Runnymede's BVPI target for the amount of waste being recycled in 2008/09 of 20%, is currently being met.

OFFICERS' RECOMMENDATION that -

Corporate Management Committee be requested to approve a capital estimate in the sum of £15,500 for the purchase of 3,400 blue recycling boxes, and 18 bring banks.

(TO RESOLVE)

Background Papers

None stated.

13. RUNNYMEDE ARTS DEVELOPMENT STEERING GROUP – MINUTES (DAL)

The Minutes of the meeting of the Steering Group held on 30 September 2008 are attached at Appendix 'E'.

(FOR INFORMATION)

Background Papers

None.

14. ADDLESTONE LEISURE CENTRE JOINT MANAGEMENT COMMITTEE – MINUTES (DAL)

The Minutes of the meeting of the Committee held on 14 October 2008 are attached at Appendix 'F'.

(FOR INFORMATION)

Background Papers

None.

15. URGENT ACTION - STANDING ORDER 42 (DAL)

The following action has been taken since the Committee's last meeting after consultation with the Chairman under Standing Order 42.

<u>Officer</u>	<u>Action Taken</u>	<u>Central Index No</u>
Director of Administration and Leisure	To allocate capital funding to cover the cost of installing lighting in the Hythe Park. The installation of the lighting was required before the park was due to be open to the public in late October; this was dependent on the order being placed in good time for the lighting columns.	673

(FOR INFORMATION)

Background Papers

Proforma dated 11 September 2008 on Committee Section file for Standing Order 42s.

16. EXCLUSION OF PRESS AND PUBLIC

OFFICERS' RECOMMENDATION that –

the press and public be excluded from the meeting during discussion of the following reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would be likely to involve disclosure of exempt information of the description specified in paragraphs 1, 3 and 4 of Part 1 of Schedule 12A of the Act.

(TO RESOLVE)

PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection

- | | | |
|-----|--|--------------|
| a) | <u>Exempt Information</u> | <u>Paras</u> |
| 17. | EGHAM LEISURE CENTRE 5 A SIDE FOOTBALL PITCHES
EXTERNAL MANAGEMENT OPTION | 1, 3 and 4 |
| 18. | KERBSIDE RECYCLING CONTRACT
(TO FOLLOW) | 3 and 4 |
| b) | <u>Confidential Information</u> | |

(No reports to be considered under this heading)