

## Overview and Scrutiny Select Committee

Thursday 3 December 2009 7.30pm

**Council Chamber**  
**Runnymede Civic Centre, Addlestone**

### Members of the Committee

Councillors H W V Meares (Chairman), C J Chapman (Vice Chairman), H A Butterfield, D A Cotty, P A Francis, Mrs L M Gillham, R N Jones, A M Moore and A P Tollett

## 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 Review Board 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 **Mr J Gurmin, Committee Section, Administration and Leisure Department, Committee Section, Runnymede Civic Centre, Station Road, Addlestone (Tel Direct Line: 01932 425624). (Email: [john.gurmin@runnymede.gov.uk](mailto:john.gurmin@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](http://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**

### **PART I**

#### **Matters in respect of which reports have been made available for public inspection**

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### **PART II**

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

- a) Exempt Information  
(No reports to be considered under this heading)
- b) Confidential Information  
(No reports to be considered under this heading)

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 REVIEW BOARD MEMBERSHIP

3. MINUTES

To confirm and sign the Minutes of the Committee's predecessor, the Review Board, held on 9 July 2009 as a correct record. These Minutes are contained within the Summons and Minutes book for the Council meeting on 15 October 2009.

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.

Members may wish to note Part 2 of the Code of Conduct for Members (pages 358 to 360 in the Council's Constitution) which sets out the definitions of personal and prejudicial interests.

Members' attention is drawn to Paragraphs 11 and 12 of the Code of Conduct which relate to prejudicial interests arising in relation to overview and scrutiny committees. These paragraphs read as follows:-

**"Prejudicial interests arising in relation to overview and scrutiny committees**

11. You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where –
- (a) that business relates to a decision made (whether implemented or not) or action taken by another of your authority's committees, sub-committees, joint committees or joint sub-committees; and
  - (b) at the time the decision was made or action was taken, you were a member of the committee, sub-committee, joint committee or joint sub-committee mentioned in paragraph (a) and you were present when that decision was made or action was taken.

**Effect of prejudicial interests on participation**

12. (1) Subject to sub-paragraph (2), where you have a prejudicial interest in any business of your authority –
- (a) you must withdraw from the room or chamber where a meeting considering the business is being held –
    - (i) in a case where sub-paragraph (2) applies, immediately after making representations, answering questions or giving evidence;
    - (ii) in any other case, whenever it becomes apparent that the business is being considered at that meeting; unless you have obtained a dispensation from your authority's standards committee
  - (b) you must not exercise executive functions in relation to that business; and
  - (c) you must not seek improperly to influence a decision about that business.

- (2) Where you have a prejudicial interest in any business of your authority, you may attend a meeting (including a meeting of the overview and scrutiny committee of your authority or of a sub-committee of such a committee) but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise”.

6. REVIEW OF CAR PARKING PROVISION AT ST. PETER'S HOSPITAL, CHERTSEY AND PLANNING MASTERPLAN FOR THE SITE (DTS)

1. Purpose of Report

- 1.1 **To update the Committee of the current position in relation to the submission of a masterplan for the future development of St. Peter's Hospital, Chertsey and how a review of car parking provision is included within this.**

2. Background information

- 2.1 At the meeting in July of the Committee's predecessor, the Review Board, Members received the annual report on the Overview and Scrutiny function for the financial year 2008/09, which looked at the work of the Board over this period.
- 2.2 Included within this was a reference to the review which took place in October 2008 into car parking at St. Peter's Hospital which also sought the submission of a comprehensive masterplan for the site, which could guide development for the short to medium term.
- 2.3 The October 2008 review was attended by the Finance Director, the Capital Projects Manager and the Acting Facilities Manager for St. Peter's. They were able to answer Members' questions, but also took back the clear message that car parking for patients and visitors was inadequate at the expense of that provided for staff.
- 2.4 They were also urged to finalise a masterplan that set out their development needs that would allow Runnymede Borough Council, as planning authority to understand their longer term aspirations on a comprehensive basis rather than the series of ad hoc planning applications that has been the more recent experience.

3. Report

- 3.1 Over recent months there has been much work undertaken on behalf of both Ashford and St. Peter's Hospitals NHS Trust and Surrey and Borders Partnership NHS Foundation Trust, who are joint owners of the site.
- 3.2 The intention is to submit an outline planning application, but the submission of this has been delayed pending the completion of an Environmental Impact Assessment of the proposal.
- 3.3 The purpose of the planning application is to create a framework of development zones and parameters that will allow future planning applications for individual buildings or works. The zones will be based upon operational and ownership boundaries and it is expected that the redevelopment of the campus could take up to 20 years to achieve.
- 3.4 The intention is that the site would remain entirely in healthcare related uses. The rationalisation and reconfiguration will facilitate major improvement through the demolition of many existing buildings and construction of new. The resultant campus would have a floor area of around 125,000 square metres, compared to the existing floor area of around 99,000 square metres. However, the intention is that the building envelope and developed portion of the site will actually reduce, thereby reducing the visual impact on the Green Belt.
- 3.5 The application will include a site parameters plan indicating the extent of the proposed building envelope and the strategic masterplan will explain land use within the development zones.
- 3.6 The plan will aim to be comprehensive by addressing the needs of all the complementary organisations that operate at the campus. This includes St. Peter's Hospital which provides

services such as accident & emergency; out and in-patient services; maternity; theatre & day surgeries and specialist and support services.

- 3.7 The Surrey & Borders Partnership Trust provides in and out-patient assessment and treatment for people with mental health, drug and alcohol problems. Servite Housing Association manages staff accommodation on the campus and this currently comprises 388 bedrooms in flats and houses.
- 3.8 The Runnymede Hospital is a discrete private hospital providing a range of healthcare services to private patients. The Surrey Primary Care Trust occupies buildings within the centre of the site used for administrative purposes.
- 3.9 The Trusts and other service providers located at the site together employ between 2,500 and 3,000 (the exact figure remains to be clarified) full and part-time staff, often working in shifts.
- 3.10 The aim of the redevelopment is to make the site more visitor friendly than at present. The road layout is to be simplified and the layout and architecture of buildings will be designed to help patients and visitors orientate themselves within the site.
- 3.11 The entrance to St.Peter's will be most prominent and its internal space designed to allow visitors to find their destination quickly and easily.
- 3.12 In terms of car parking, there are currently 1,553 formal parking spaces of which 55 (3.5%) are for disabled users. An additional 272 spaces are available within the housing areas and some 100 of these are available for staff on a daily basis.
- 3.13 Surveys indicate that, at peak times, not only are all spaces utilised, but an additional 366 vehicles are parked haphazardly around the site. The initial proposals are for visitor parking in front of the new entrance to the hospitals, in three main areas that are linked, allowing visitors to hunt for a space. There will also be a large overspill car park to the west of the main access road.
- 3.14 It is suggested that staff car parking could be provided in two decked car parks to the rear of the site. In total (staff, patients and visitors) it is proposed to provide 2,151 parking spaces, although it should be noted that this will replace official and unofficial parking at the site and the exact comparison between existing and proposed car parking numbers has yet to be clarified.

#### 4. Planning & Technical Considerations

- 4.1 Whilst there have been a number of discussions with planning colleagues and other consultees, the planning application has yet to be submitted and whether its form and content is likely to be acceptable has yet to be ascertained. The difficulty with such masterplans is getting sufficient detail to understand what is likely to come forward (and therefore judge its acceptability) without being so specific that it limits operational flexibility in the future.
- 4.2 Similarly, there will be a need for inputs from a wide range of statutory and informal consultees who will influence the form of the eventual proposals and any approval.

#### 5. Conclusion

- 5.1 The planning application for the masterplan has been some time in being submitted and its receipt has been delayed pending receipt of much technical evidence supporting the Environmental Impact Assessment. Nevertheless, it is hoped that it will be submitted before the end of the year.
- 5.2 Much of the planning undertaken to date has taken account of Members' concerns expressed to St. Peter's staff at the Review undertaken in October 2008. This is especially true in relation to car parking, where both overall numbers are being looked at, but also locational preference being given to visitors and patients, rather than staff.

- 5.3 The ethos behind the proposed masterplan is to direct visitors most logically to their destination and remove the current confusion inherent in both the road network and collection of buildings presently at the site.
- 5.4 As requested, the plan will look at the site comprehensively, including all ownerships at the site and hopefully provide a clearer vision of the long term development requirements at the site and provide certainty with reasonable flexibility for the healthcare providers, the local community and the planning authority.
- 5.5 Whilst there is a considerable way to go and progress has not been as rapid as any of the parties would have wanted, the plan is moving forward in the right direction. Officers will continue to provide the Committee with updates as the planning application moves forward and hopefully beyond the planning application stage into implementation.

**(FOR INFORMATION)**

Background Papers

None stated

7. REVISED NAME AND TERMS OF REFERENCE OF THE COMMITTEE (DAL)

1. Purpose of Report

1.1 **To inform Members of the changes to the Committee's name and Terms of Reference following the adoption of the 2009 Constitution by the Council on 15 October.**

2. Background Information

2.1 Every local authority is required to maintain at least one Overview and Scrutiny Committee with power to review or scrutinise decisions or other action taken by the Authority, to make reports and recommendations to the Authority regarding the discharge of its functions, and to make reports or recommendations on any matters affecting the Authority's area or its residents. County Council Overview and Scrutiny Committees are mandated by statute to scrutinise matters relating to the health service within the County.

2.2 On the introduction of this legislation in 2001, Runnymede constituted three Overview and Scrutiny Committees, which it titled Review Boards. This was later reduced to two Committees, then a single one. It became clear that Runnymede operated its Committee system in such a way that much of the role of Overview and Scrutiny Committees was already taking place within the policy Committees, so large numbers of Overview and Scrutiny Committees were unnecessary. The position might be different in an authority operating a small single-party executive. The Council has expressly indicated, however, that it might be appropriate for its Overview and Scrutiny Committee to constitute one or more Sub-Committees for specialist purposes.

3. Change of Name

3.1 Concern was expressed by some Members that the title 'Review Board' was not sufficiently explicit to define the role of the Committee to the public, or indeed to make it clear that the Review Board was the Council's statutory Overview and Scrutiny Committee. The Council has now decided to re-title the Committee the Overview and Scrutiny Select Committee in order to make clear both the statutory role and the comparisons with the well known Select Committee system operated in Parliament, a connection referenced by several other authorities including Surrey County Council.

3.2 The name change took effect on 15 October.

4. The Crime and Disorder Committee

4.1 Section 19 of the Police and Justice Act 2006 requires all District Councils (amongst others) to have a Crime and Disorder Committee, with power to review or scrutinise decisions and action taken by responsible authorities in connection with their crime and disorder functions,

and to make reports or recommendations about those functions. This section was brought into force on 1 April 2009.

- 4.2 If an individual Councillor is asked to consider a 'local crime and disorder matter' by a person living or working in their ward, the Councillor must consider the matter and respond, saying what if any action he or she proposes to take, and may (but does not have to), refer the matter to the Crime and Disorder Committee. A 'local crime and disorder matter' means a matter which concerns crime and disorder, or the misuse of drugs, alcohol, and other substances, in their ward.
- 4.3 The Crime and Disorder Committee must consider any local crime and disorder matter referred to it by a Member of the Council (whether or not in response to an approach as set out in 4.2 above), and may report and/or make recommendations to the Council. When it does so, it must provide a copy of its report and recommendations to any authorities responsible for Crime and Disorder Strategy in the Borough, and to any persons and bodies with whom there is a duty to co-operate under the Crime and Disorder Act 1998, that it thinks appropriate. All the authorities, persons or bodies who receive a copy of the report and recommendations must consider them, and respond to the Crime and Disorder Committee saying what action, if any, they propose to take. The authority person or body must then have regard to the report and recommendations in exercising its functions.
- 4.4 The Crime and Disorder Committee can appoint Sub-Committees. The Council must make arrangements to enable Members of the Committee or its Sub-Committees to get relevant matters placed on the agenda.
- 4.5 The Council has decided to designate this Committee as its Crime and Disorder Committee. Statute requires the functions to be kept separate - when the Committee is meeting as the Crime and Disorder Committee it can only discharge the functions given to it by the 2006 Act. It is, however, perfectly in order for the Committee to meet on the same evening for both purposes. It is important to keep in mind the capacity in which the Committee is active at any given time, because when functioning as the Crime and Disorder Committee it has greater powers to compel attendance and require information.
- 4.6 Appropriate provisions have been drafted into the Constitution, which was adopted by the Council on 15 October. Article 6 of the Constitution, setting out the Committee's role and functions, together with the Overview and Scrutiny procedure rules and the Crime and Disorder Committee procedure rules, are set out at Appendix 'A'. The Committee will act in a similar fashion, whichever function it is exercising, but the following differences when sitting as the Crime and Disorder Committee are worth noting:
  - a) when sitting as the Crime and Disorder Committee, the Committee may include co-optees who are employees, Officers or Members of the Council or another 'responsible' or 'co-operating' body designated under the Crime and Disorder Act 1998. This will include the County Council, the Police, the local Probation Board and other bodies designated by the Secretary of State. Co-optees do not automatically have a vote but the Committee can decide that they are entitled to vote.
  - b) the Council can co-opt other individuals (as it can for the Overview and Scrutiny Select Committee), but these can never be entitled to vote.
  - c) the Committee must meet as necessary but at least once every twelve months.
  - d) the Committee can require Members or Officers of the Council, or Officers and staff of a responsible authority or co-operating body, to attend to answer questions. It is also empowered to require information from such bodies about the discharge of crime and disorder functions.
- 4.7 The Council has transferred matters regarding the Community Safety Strategy and the Safer Runnymede Initiative to this Committee's remit (from Leisure and Environment Committee). If action is necessary on these matters, the Committee will have to recommend this to Council, but in cases of urgency Standing Order 42 provides one means of implementing the Committee's recommendation without having to wait for a Council meeting.
5. Matters Arising for the Committee

- 5.1 As stated above, the Committee must meet as the Crime and Disorder Committee before April 2010. A meeting of the Overview and Scrutiny Committee is scheduled to take place on Wednesday 3 February 2010 when the Committee could meet as the Crime and Disorder Committee.
- 5.2 A key role of the Crime and Disorder Committee will be to review the work of the Runnymede Crime and Disorder Partnership and the meeting on 3 February 2010 might provide an opportunity to do this.
- 5.3 The Committee may wish to consider at this or a subsequent meeting:
- a) whether it wishes to consider co-option;
  - b) when it wishes to meet for the first time as the Crime and Disorder Committee (this must be before April 2010);
  - c) whether there are any particular matters it would wish to examine immediately as Crime and Disorder Committee (other than reports coming to it in the normal course of business).

**(FOR CONSIDERATION)**

Background Papers

None

8. AIR QUALITY UPDATE (DTS)

1. **Purpose of Report**

1.1 **The purpose of this report is to update Members on the work carried out in the Borough by the recently appointed, temporary part-time air quality Officer.**

2. Background Information

2.1 Part IV of the Environment Act 1995 introduced new responsibilities to both national and local government throughout the UK. These responsibilities include the requirement upon the national Government and devolved administrations to develop an Air Quality Strategy (AQS) for England, Wales, Scotland and Northern Ireland (DEFRA, 2000). The overall purpose of the AQS is to seek improvements in air quality for the benefit of public health. The first AQS was produced in 1997; it was amended in 2000 and has been now reviewed and updated in 2007.

2.2 Local air quality management (LAQM) was also introduced by the Environment Act 1995. It requires local authorities to periodically review and assess air quality across their areas. The AQS confirms that LAQM provides a major component of the Government's plan for air quality improvement across the UK. The LAQM process requires a phased approach. This is to ensure that each local authority undertakes a level of assessment that is commensurate with the risk of an air quality objective being exceeded.

2.3 A Draft Air Quality Action Plan (AQAP) has been developed as a result of the assessments that have been carried out and Air Quality Management Areas (AQMAs) being declared along the M25 and in Addlestone. Much of this work in recent years has been carried out by consultants.

2.4 Local air quality management work has therefore been carried out in Runnymede for many years. It was last reported to the Review Board at its meeting in July 2008 following the award of financial assistance. The Department for the Environment, Food and Rural Affairs (DEFRA) supports air quality work of local authorities by providing a limited amount of funding and the Council was awarded £32,500; £30,000 for the developing the Council's Air Quality Action Plan and £2,500 for additional diffusion tube monitoring of nitrogen dioxide, the pollutant of primary concern in Runnymede.

3. Report

- 3.1 The DEFRA award is being used to fund a part-time, temporary Environmental Health Technician (Air Quality) post. Following a report to the Corporate Management Committee in November 2008, the recruitment process was instigated and the Officer (Anna Czerska) commenced work on 7 April 2009.
- Update on work carried out from April to November 2009
- 3.2 Additional diffusion tube monitoring: liaison has taken place with Ward Councillors over the siting of diffusion tubes and additional monitoring of nitrogen dioxide is now under way. Runnymede now has a total of 29 sites monitoring throughout the Borough.
- 3.3 There is a focus on monitoring in the Air Quality Management Areas (M25 and Addlestone) and Egham and Chertsey. These two towns have 'busy' roads and junctions, with many shops, cafes and bars and relatively high traffic flows and are considered to be at risk of exceeding nitrogen dioxide objectives. The diffusion tubes have been in place since October. Officers will be unable to draw definitive conclusions from the results for at least a year as there is some seasonal variability in concentrations, which tend to be higher in winter than summer. For that reason, nitrogen dioxide concentrations tend to be presented as annual mean. Another important fact is that the accuracy of diffusion tubes varies between +/- 25% so the results always need to be adjusted for bias. This is done by siting tubes next to real time monitoring sites and comparing results from diffusion tubes with actual results from the more accurate monitors. Real time monitoring sites measure air quality constantly and are more accurate than diffusion tubes which only measure air quality on a monthly basis. The bias-adjustment factor is either derived from the national database of co-location studies (from a given year) or from a single local co-location study. Co-location occurs where diffusion tubes are placed next to the more accurate real time monitors.
- 3.4 An Updating and Screening Assessment (USA) was submitted to DEFRA. The USA forms part of the Review and Assessment process required under the Environment Act 1995 and subsequent Regulations. It covers all regulated pollutants, and considers monitoring data, road traffic sources, other transport sources, industrial sources, commercial and domestic sources, and fugitive or uncontrolled sources. The USA concluded that there is no requirement to proceed to a Detailed Assessment for any of the pollutants. DEFRA, and its consultant, the University of the West of England, has confirmed that it accepts the conclusions of Runnymede's USA.
- 3.5 Work has been ongoing on the siting of 'turn off car engines' signs at level crossings in the Borough. The size and number of the signs has been largely dictated by Surrey County Council in its role as the Highways Authority, who have agreed to 4 signs per crossing. Each of the signs are slightly larger than A3 in size. The signs have recently been placed on lamp columns in Addlestone (1 crossing) and Egham (3 crossings) as these are regarded as being the most strategic locations. The visibility and effectiveness of the signs has now been evaluated and it has been agreed to supplement the existing signs with larger ones located in the immediate proximity to the barriers. This is in an area belonging to Network Rail, where the size does not need to be limited to A3. Permission from Network Rail has now been obtained and the additional signs will soon be installed in Addlestone and Egham, with some of the smaller signs relocated to Chertsey to adhere to the Surrey County Council requirement of 4 signs per crossing.
- 3.6 It has been recognised that it is also important to raise awareness of air quality issues and to engage the general public in the ongoing air quality work. Therefore, the air quality section on Runnymede's website has been updated to provide key facts on the monitoring, review and assessment process and projects taking place in the Borough. Plans are in place to further develop the website to include useful background information, legislation and general advice on how individuals can contribute to air quality improvements. At the same time, air quality will be promoted through advertising - posters, shows and articles in local newspapers - with residents' feedback welcome and encouraged through online surveys.
- 3.7 Work on updating and finalising the Air Quality Action Plan (AQAP) is now in progress. The proposals to update the AQAP will be reported to the Leisure and Environment Committee for consideration and approval before the final document is produced. The main sources of pollution are considered to be the canyon like layout of town centres (where dispersion of emissions is restricted), stationary vehicles and emissions from Heavy Duty Vehicles (dependent upon traffic composition, i.e. the 'mix' of different types of vehicles and their age). Under these circumstances, Surrey County Council and Highways Agency remain the key stakeholders that can influence changes to traffic behaviour and infrastructure.

- 3.8 The Planning Division of Technical Services has assisted with the collection of information on transport related projects so far implemented by the Council. These include the Cycling Programme, Yellow Bus Schemes for schools and the Council's Travel Plan.
- 3.9 With regard to the AQMA in Addlestone, Surrey County Council (SCC) has been consulted on the implications of the Surrey Local Transport Plan for Runnymede. The Council has so far obtained the update on the cycling programmes, Travel Plans for Businesses and Car Park Management schemes. The Smarter Travel team at SCC have been inviting bids for cycle parking improvement grants and several sites in Runnymede have placed bids. Also, funding has been secured from developers for cycle parking, both in town centres and at railway stations. In addition, SCC funded a 'Cycle 50% scheme' with Royal Holloway University to promote cycling to staff and students in Egham. Regarding Travel Plans, SCC is currently working with businesses (Bupa, Gartner Group, Fujitsu, Great Fosters Hotel, Savill Court Hotel, British Marine Federation, Thorpe Park, Ashford & St Peters Hospital) on the development and implementation of their Travel Plans. Finally, SCC will promote car park management with private/business car parks alongside the Travel Plans.
- 3.10 In May 2009, Connect Plus, a consortium consisting of Balfour Beatty, Skanska, Atkins and Egis, appointed as the contractor for M25 DBFO (Design, Build, Finance and Operate) project, a 30 year 'concession', started the widening works on the M25 between junctions 16 and 23. Other sections of the M25 will also be widened. Atkins has been commissioned by Connect Plus to contribute to development of an M25 Air Quality Management Plan. Officers have contacted Atkins requesting information on the measures that are proposed and under way to improve the air quality within the M25 AQMA in Runnymede.
- 3.11 The following are Road Transport Actions being considered by Runnymede as part of the Air Quality Action Plan (AQAP) work:
- Promotion, education and awareness raising: campaign to increase air quality awareness: posters, leaflets, newspaper advertising (posters, articles);
  - Design and purchase of exhibition materials/banners to be used at Runnymede Borough Council and promotional events;
  - Further development of Air Quality website to calculate travel footprint and include advice on 'What can I do to improve air quality' and strategies to reduce carbon footprint;
  - Co-operation with major employers to develop work Travel Plans;
  - Further development of Runnymede Travel Initiative, whose programme comprises Yellow Bus and cycle projects. Public transport initiatives;
  - Fleet Management, clean fuels/ additives, Green Procurement and abatement measures;
  - Work on Action Plan implementation and enforcement: vehicle emission checks and idling vehicles patrols;
  - Roadside emissions testing;
  - Development of air quality initiatives (potentially a low emission car club or discounted parking scheme for low emission vehicles)
  - Development of 'Air Quality and Planning' policy to ensure consistent approach to planning applications.
- 3.12 Officers will be consulting on these possible actions before finalising the AQAP.
4. Policy
- 4.1 The Council's Strategic Plan 2005-2010 identifies, inter alia, the key themes of Access and Transport, A Sustainable Community and A Healthy and Vibrant Community. Each of these themes has specific objectives relating to tackling congestion and pollution and seeking improvements in air quality, especially working in partnership with other agencies.
5. Resource Implications
- 5.1 There are no resource implications as the Council has successfully obtained funding for this work from DEFRA, and budgetary provision is in place for ongoing work.
6. Legal Implications

- 6.1 Runnymede has statutory duties under the Environment Act 1995. The work carried out in discharging those duties has resulted in AQMAs being declared and a draft AQAP being developed. Enhanced monitoring is now taking place, further assessments will need to be carried out and the AQAP implemented.

**(FOR INFORMATION)**

Background Papers

Correspondence with DEFRA concerning Air Quality work.

9. PROGRESS REPORT ON ENFORCEMENT OF PLANNING CONTROL (DAL/DTS)

Attached at Appendix 'B' is the progress report on enforcement of planning control as at 11 November 2009.

**(FOR INFORMATION)**

Background Papers

None

10. FUTURE WORK PROGRAMME FOR THE COMMITTEE (DAL)

1. Purpose of Report

1.1 **To seek the views of Committee Members on possible topics for the Committee to consider in future meetings.**

2. Report

2.1 The Committee has a number of items on the Agenda for this meeting which have been the subject of regular reports to its predecessor, the Review Board.

2.2 This report puts forward other possible matters for future consideration by the Committee and invites Members to suggest other items for future discussion.

2.3 As stated in another report on this Agenda, the Committee must meet at least once by April 2010 to exercise its crime and disorder related function.

2.4 The Chief Executive reports that many authorities have reviewed the role and purpose of Overview and Scrutiny Committees in the last twelve months. This was a key issue at a recent course he attended for Chief Executives. Whilst the scrutiny role and holding the Council's statutory commitments to account remains an important function, recent emphasis has been on the development of the 'overview' role. Effective authorities have given a leading role to Overview and Scrutiny Committees to support their Executives or main Committees by anticipating issues which are of significance to the community and which require research and careful consideration and thoughtful reporting to a decision making Committee without the pressures that can normally be associated with the Committee cycle. The decision making Committee can therefore have the benefit of a considered report from colleagues which contains all relevant information. In Runnymede's case such issues may include:-

Further consideration of flooding issues;

Meeting affordable housing targets;

Climate change and air quality issues;

The impact of key national initiatives such as expansion of Heathrow Airport, Airtrack and Crossrail.

Partnership working and its effectiveness.

- 2.5 Paragraph 2.4 contains just some examples of issues relevant to the borough which would benefit from overview prior to consideration by appropriate Committees. It would be worthwhile considering the timetable for key decisions and working back in order to allow the Overview and Scrutiny Committee time to produce appropriate reports.
- 2.6 The Chairman has suggested that the Committee considers the long range planning for Magna Carta celebrations in 2015. With regard to Magna Carta, the Chief Executive reports that a meeting of the Trustees took place on 5 October. It was decided to set up a Steering Group under the Chairmanship of Sir Robert Worcester which would take forward plans for the 800<sup>th</sup> centenary in 2015. It was noted that there were ambitions to develop facilities for visitors and students and that all interested parties, including Brunel University, should be represented on the Steering Group. Other representation would include Royal Holloway College, the English Speaking Union, the American Bar Association (who own the Memorial), and the National Trust. Runnymede Borough Council would be a leading player and other local authorities with a significant interest would be represented. The Chief Executive is meeting with Sir Robert Worcester to take forward plans and a further report will be made to this Committee in the New Year.
- 2.7 The Chairman has also suggested that the Board might consider issues relating to the Surrey Pension Fund. The Pension Fund AGM will be taking place on 27 November. The Government proposes to make changes to the Regulations governing the Fund and the Fund Actuary will be advising the Council of the latest position in advance of providing information for the Council to act on later in 2010. It is therefore proposed that this matter be discussed by the Committee during the course of 2010.
- 2.8 The Committee receives regular reports regarding on parking and the production of a masterplan for St Peter's Hospital, Chertsey. The Chairman has also referred to the difficulties that residents are experiencing in obtaining on street parking in the Englefield Green area. Contributory factors to the lack of availability of parking here are the fact that Royal Holloway students are not able to park vehicles on the Royal Holloway site as the numbers of spaces on the University premises are limited by County Council policy. This has led to preliminary investigations being undertaken regarding the introduction of a Controlled Parking Zone in the Englefield Green area. The Chairman suggests that this issue of parking in Englefield Green might be the subject of future consideration by the Committee.
- 2.9 Another issue raised by the Chairman is that of training and use of Microsoft Office systems by staff and by Members of the Council. While the decision on the systems used is a matter for Corporate Management Committee, the Chairman suggests that the Overview and Scrutiny Select Committee might examine the issues of training and working practice in the use of the systems.
- 2.10 The Committee is invited to put forward other items for consideration at future meetings.

**THE COMMITTEE IS ASKED –**

**to consider items for future meetings of the Committee.**

**(FOR CONSIDERATION)**

Background Papers

None

11. EXCLUSION OF PRESS AND PUBLIC

If the Review Board is minded to consider the foregoing reports in private session, it is the

**OFFICERS' RECOMMENDATION that -**

**where appropriate, the press and public be excluded from the meeting during the discussion of the report(s) under Section 100A(4) of the Local Government Act 1972 on the grounds that the report(s) in question would be likely to involve disclosure of exempt information of the description specified in**

**appropriate paragraphs of Part I 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) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)