

# Economic Development Committee

Thursday 11 June 2009 7.30pm

Council Chamber  
Runnymede Civic Centre, Addlestone

## Members of the Committee

Councillors P I Roberts (Chairman), D A Cotty (Vice Chairman), A Alderson, J Broadhead, H A Butterfield, Mrs R M Denby, Mrs C E Gant, L C Pouyanne and two to be announced.

## 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 **Mr M L White, Committee Section, Administration and Leisure Department, Committee Section, Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425623). (Email: [malcolm.white@runnymede.gov.uk](mailto:malcolm.white@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**

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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.**

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#### 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 and 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 12 March 2009, which were included in the April 2009 Council Minute Book.

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. THE BROADWAY, WOODHAM AND NEW HAW – PROPOSED ENVIRONMENTAL IMPROVEMENTS (IDTS)

1. **Purpose of Report**

1.1 **To consider various proposed environmental improvements in The Broadway, Woodham and New Haw, and the funding thereof.**

2. Background Information

2.1 The Broadway in Woodham and New Haw is an important local shopping centre for the residents of Woodham, New Haw and the local area.

2.2 During the mid 1990's, when Runnymede Borough Council had the highways agency agreement with Surrey County Council (SCC), the Borough Council carried out some improvements to the road and pavement layouts in The Broadway to formalise the car parking layout and to make it easier for pedestrians to move around the shops and to cross the roads. The planted areas were also enhanced to make them more attractive and to make The Broadway a more pleasant place to visit.

2.3 In 2001, whilst the agency agreement was still in place, the Borough Council added traffic calming in the form of road tables and this further improved the facilities for pedestrians.

2.4 The Borough Council has funded environmental improvement schemes in the town and village centres in the past, sometimes jointly with SCC. In the late 1990's Egham High Street was pedestrianised. Chertsey benefited from the Revitalisation Scheme over a 10 year period in the 1990's, as well as separate schemes in the two sections of Guildford Street, from Eastworth Road to Bell Corner and from Riversdell Close to Windsor Street. Central Addlestone was improved by the Action Addlestone Initiative, from 2000 to 2004 and the Borough Council and SCC carried out smaller scale improvements in Ottershaw in 2006.

2.5 The Council is currently in discussions with the Englefield Green Village Residents' Association and Surrey County Council as Highway Authority regarding issues raised in their Village Plan. It is hoped to target existing resources to deal with some of these issues. Some of the more major works remain without an obvious means of funding, but opportunities in the future associated with development in the vicinity may be realised.

2.6 Recently, the Borough Council and SCC have received comments about the deterioration of The Broadway. At one time the 'roundabouts' were sponsored by a private company and

they maintained them, but the sponsor withdrew so they have been grass seeded to minimise the maintenance cost. The planted areas along the centre have suffered from insufficient maintenance in the past. The Borough's Leisure Services installed some new plants last spring and these are steadily growing, but some basic maintenance to the brickwork surround is needed.

### 3. Report

3.1 As a result of the comments about the appearance of The Broadway, Borough and County Officers were asked to suggest some improvements that would enhance the general appearance and to identify budgets that could be 'pooled' to finance the improvements.

3.2 The Borough Council's Engineering Services team has prepared a package of improvements to repair and revitalise The Broadway. Included in the proposals are some features to make The Broadway lighter and brighter during the day and at night in order to deter crime and rowdy behaviour. The proposals deal with trees and planted areas, seating areas, street lighting and the general street furniture including litter bins and bollards.

### 3.3 Trees and Planted Areas

The trees have become dense and mature and tend to make The Broadway dark and shaded, particularly at night. It is proposed that the foliage towards the bottom of the trees is thinned out to make the area lighter and also to improve the view from the CCTV cameras in order to deter crime. The concrete grills around the base of the trees have lifted and cracked as the tree roots developed. They are unsightly and would be replaced with a more attractive and sustainable surface.

3.4 The planters along the centre of The Broadway were re-planted in spring 2008 but the brick planters are in need of repair. These would be repaired. The small planted areas on either side of the road at the library end have become neglected and are a liability to maintain so they would be replaced with decorative block paving that is attractive and requires no regular maintenance.

3.5 The large planted area at the Woodham Lane end of The Broadway is difficult to maintain and has become neglected. The planting would be replaced with a decorative and low maintenance hard surface.

### 3.6 Seating Area and Street Lighting

There has been a request from some local residents for benches to be installed to allow visitors to The Broadway to sit and relax. Two seating areas are proposed; both would be next to the planted areas in the centre of The Broadway.

3.7 Safer Runnymede's Community Safety and Social Behaviour Officer has commented that a seat that used to be located in The Broadway, by the fish and chip shop near Amis Avenue, was little used by the general public during the day but young people congregated at night and were noisy and left litter. It was, however, noted that no crimes were committed. Surrey Police's Crime Reduction Officer supports this view. They were also concerned that this would detract from the popularity of the youth shelter at Heathervale Recreation Ground.

3.8 The existing street lights and columns are functional but not particularly attractive. The street lights would be replaced with new decorative lamps that are more attractive and also produce a brighter and more energy efficient light. Modern street lights are effective in directing the light to where it is needed and minimising the 'light pollution' to neighbouring windows. The brighter, 'directed' light could be a deterrent to criminal and rowdy behaviour at night. Additional street lighting would also be installed near the Library to brighten the area at night.

3.9 The proposals also include uplighters that would be installed at the base of the trees at the entrances to The Broadway and by the seating areas. Lighting up the trees in this way would produce a more attractive entry to The Broadway at night and, together with the uplighters by the seating areas and the new street lights, would be a better impression of safety at night.

3.10 Street Furniture

The existing street furniture mainly consists of bollards to prevent cars mounting the pavements. These would be repainted and new litter bins would be installed to reduce littering. The bins would have 'stubber plates' on the top for putting out cigarette butts and allowing them to be put in the bins.

4. Public Consultation

4.1 It is proposed that public comments are obtained by displaying the proposals in New Haw Library, Woodham and New Haw Day Centre, New Haw Community Centre in Woodham Lane and the New Haw Club, also in Woodham Lane.

4.2 An informal consultation exercise has been carried out by local Members. Questionnaires were delivered to all domestic properties in Woodham. In summary, sixty-seven questionnaires were returned and there was general support for maintenance to the trees and planted areas and the repainting of bollards and street furniture.

4.3. Forty-one responses supported the installation of seats but there was significant opposition (twenty-four or 36%). They were all concerned that seats would attract noisy groups at night. Forty-three supported the installation of new decorative street lights but nineteen (28%) were against. Thirty-nine supported the installation of uplighters under the trees and twenty-five (37%) were against. Eighteen of the responses (27%) specifically commented that the proposals were a waste of money or not necessary when public funds are difficult.

5. Resource Implications

5.1 The overall cost of all the proposals is estimated at £80,000. Both the Borough Council and Surrey County Council have contributed £20,000 each so far so there is currently a shortfall of about £40,000. The solution could be to prioritise the options and build those that can be afforded or to suggest a means of funding the remaining £40,000.

5.2 Budget Estimates for the Options

Description	Budget Estimate (£)
Removing and relaying existing paving and brickwork around planters in the centre of The Broadway	8,000
Installing two benches	2,000
Installing two litter bins	1,000
Replacing existing street lighting with 'decorative' lighting	22,000
Installing uplighters under some of the trees	35,000
Redesign of planter near Woodham Lane	5,000
Paint/Refurbish existing street furniture	2,000
Maintenance of highway trees to raise crown and make the area lighter	5,000
<b>Total</b>	<b>80,000</b>

6. Legal Implications

6.1 Section 17 of the Crime & Disorder Act 1998 requires Councils to do all that they can to reduce crime and disorder in their areas. Much of the proposals such as improved street lighting and cutting back trees to increase visibility will be positive in this regard.

6.2 Members need to be aware that the benches previously in this locality were specifically removed due to concerns raised about them being the focus of anti-social behaviour by young people. Following their removal this ceased to be an issue and their replacement may cause this to recur. Clearly this prospect needs to be balanced against provision for others and the public's initial reaction is reported at paragraph 4.3.

7. Council Policy

7.1 The Council's Sustainable Community Strategy and Corporate Plan includes the following aims:

"Continue to improve the general environment of our three main town centres whilst encouraging and maintaining local and village economic development vitality, and will develop some specific goals and timetables for the emerging proposals."

8. Environmental Implications

8.1 The increased lighting levels at night, together with the raised tree canopies would make The Broadway brighter at night, which would improve sight lines for Safer Runnymede cameras and should reduce the fear of crime.

8.2 New street lamps would be more energy efficient than the old ones but the uplighters could be construed as 'for decorative purposes' and therefore wasting energy and increasing light pollution.

9. Equality Implications

9.1 The only potential equality issues relate to disabled users. The Runnymede Access Liaison Group has been asked to comment on the proposals and Officers are awaiting their response. The Broadway already has several facilities that can assist wheelchair users, and possibly pedestrians with sight difficulties. These include raised road tables at the crossing points that would assist wheelchair users and avoid the need for pedestrians to step up and down kerbs. The improved street lighting could also assist pedestrians with sight difficulties during the hours of darkness.

**OFFICERS' RECOMMENDATION that –**

- i) Members are asked to identify which of the above proposed environmental improvements they wish to pursue;**
- ii) the preferred scheme be subject to public consultation as described in paragraph 4.1; and**
- iii) the Corporate Management Committee be recommended to approve a supplementary estimate for any works in excess of £40,000 for which funding has already been identified.**

**(TO RESOLVE)**

Background Papers

None

## 7. FORMER BEOMONDS ALLOTMENTS SITE (DAL)

### 1. Purpose of Report

- 1.1 **To seek Member's approval for the release of capital funding to convert the former Beomonds allotment site into open space and secure the contaminated area of land, and the allocation of revenue funding to cover the ongoing grounds maintenance charges for the new open space.**

### 2. Background Information

- 2.1 The former Beomonds allotment site was closed in 2004. At the time of the closure it was identified that an area of the land was contaminated and a capital sum of £80,000 was allocated to carry out the remediation work (£60,000) and site clearance (£20,000), of which a sum of £70,900 remains unspent in the capital programme.
- 2.2 The allotments site, since closure, has been fenced off but this has fallen into disrepair over the years and there been a considerable amount of fly tipping in the area.
- 2.3 The southern area shown in the map in Appendix A is the location of a backfilled pond. The fill material is the main source of the contamination in that area. Following an initial investigation by a consultant the Council's Engineering Services team carried out a site investigation involving trial pits, boreholes and groundwater analysis. It was found that the remainder of the site also contained contaminants, probably from the use of pesticides, fertilisers and timber treatment products from its use as an allotment.
- 2.4 In order to restore the land for use as an allotment an extensive scheme to remove and replace the soil or to 'clean' the existing soil would be needed. The preferred option would be to clean the soil in-situ but both schemes would be very expensive. A scheme to remove and replace the contaminated material in the backfilled pond has been looked at it was estimated that this scheme alone would cost in the region of £70,000.

### 3. Report

- 3.1 A decision on the future of the former Beomonds site has been left in abeyance for some time, but, a meeting of the corporate property group and representation from Members asking for the use of the site to be reviewed has led to further work being carried out on the options available.
- 3.2 The soil investigation concluded that the groundwater from the site was not infiltrating the Chertsey Bourne and that fencing off the area around the backfilled pond would allow the remainder of the land, a substantial area, to be used as a public open space. The Council's Engineering and Parking Services teams have also looked at the possibility of using part of the site to extend the Library Car Park in Heriot Road but at this time the current demand for the car park does not justify the cost of extending it.
- 3.3 There have been problems in recent years with fly tipping in the area due to the neglected state of the open space so officers felt that a decision needed to be made on how to manage the area in the short term. The preference is to remove the fencing to the area at the north side of the site and enclose the contaminated area in the south of the site to prevent public access.
- 3.4 There are costs associated with doing these capital works which have been estimated to be £12,000 which includes a contingency of £1,000. The works that would need to be carried out include the dismantling and disposal of the existing fencing, provision of new chain link fencing to the contaminated area and a tidying up of the grass area by the grounds maintenance contractor.
- 3.5 There are no plans currently to carry out the de-contamination works but Officers in Technical Services have been looking at the availability of grants from DEFRA. The contamination is currently contained within the land and is not threatening the water courses so de-contamination could be carried out as and when any grants may become available.

- 3.6 The other costs associated with the works would be ongoing maintenance of the area through the grounds maintenance contractors in which case an annual revenue sum of approximately £1,500 would be required.
4. Resource Implications
- 4.1 A capital estimate of £80,000 was approved by this Committee in October 2003 for the remedial and clearance works at Beomonds. Only £9,100 of this capital estimate has been used to date with the balance remaining in the Capital Programme subject to a future report.
- 4.2 The funding of the remedial works identified in this report is estimated to cost £12,000, this can be met from the existing budget of £70,900 held in the Capital Programme. The remaining budget balance of £58,900 can, therefore, be removed from the Programme.
- 4.3 There are ongoing revenue cost implications with pursuing this scheme which are anticipated to be approximately £1,500 a year to maintain the area as an open space. Given the Council's current financial situation, additional calls on resources are not a viable option therefore this additional money will be funded by the virement of a budget from another service area. Members should note that the cumulative impact of previous net revenue reduction exercises has removed much of the "slack" that was previously available within budgets, and the approval of such a virement may result in the curtailment of an existing service.

**OFFICERS' RECOMMENDATION that –**

- i) **the Corporate Management Committee be requested to approve a revised capital estimate in the sum of £12,000 for the works associated with clearing the former Beomonds allotment site and securing the contaminated area; and**
- ii) **Officers continue to investigate the option of accessing external funding through DEFRA for the de-contamination works on the land.**

**(TO RESOLVE)**

Background Papers

None

8. SURREY MINERALS PLAN (IDTS)

1. Purpose of Report

- 1.1 **The purpose of this report is to seek the views of the Committee on the implications of the Surrey Minerals Plan – Safeguarding Areas Policy on Council land holdings.**

2. Background Information

- 2.1 As part of the preparation of the technical work on the Surrey Minerals Plan, proposed to provide guidance over the period to 2026, Surrey County Council has invited the Council to comment on the policy approach on safeguarding potential mineral sites and operational areas. The purpose of safeguarding is to avoid the potential sterilisation of mineral resources, not to identify areas that may be worked, or to ensure that facilities associated with mineral development are protected.
- 2.2 The Planning Committee considered the policy approach in the Surrey Minerals Local Plan at its meeting on 22nd April 2009 and resolved to forward comments on the associated land use planning issues. However, it was also considered that the Economic Development Committee should be given the opportunity to comment on sites owned by the Council that would be affected by the Planning Policy approach.

3. Policy and Technical Considerations

3.1 Surrey County Council, as the Mineral Planning Authority, has set out a mechanism for safeguarding future supplies to meet the strategic requirements set out in the South East Plan.

3.2 Whilst the principle of safeguarding is recognised, it is of some concern that a blanket approach has been adopted. The information supplied indicates that a very substantial part of the Borough would be subject to safeguarding. This includes sites owned by the Council including:

- Barrsbrook Farm, Guildford Road, Chertsey
- Caddy's Field, Whitehall Lane, Egham
- Chertsey Meads, Chertsey

These are identified in the map set out in Appendix ' B ' .

3.3 The Committee may wish to consider;

- If it wishes sites owned by the Council to remain safeguarded in the Surrey Minerals Plan;
- Advise the County Council that there is no potential in the period of the plan for these sites to be made available for mineral extraction; or
- Make no further comment at this stage.

3.4 The Committee is requested to consider if it wishes to comment further on the policy approach in the Surrey Minerals Plan in respect of the safeguarding principle as it applies to land within Council ownership.

4. Conclusion

4.1 The Surrey Minerals Plan will need to safeguard potential mineral sites from uses that may lead to a sterilisation of mineral resources and associated activities not to identify areas that may be worked. This approach includes sites that are owned by the Council.

**OFFICERS' RECOMMENDATION that –**

**the Committee consider if it wishes to comment on Council owned sites that are identified as safeguarded sites in the Surrey Minerals Plan.**

**(TO RESOLVE)**

Background Papers

None

9. NEW APPLICATION FOR STREET TRADING CONSENT – DELTA WAY, THORPE (DAL)

1. Purpose of Report

1.1 **To consider an application for a new street trading consent at Delta Way, Thorpe.**

2. Background Information

2.1 A new street trading application has been received as follows:-

Mr R Hempstead (trading as The Filling Station) to trade in hot and cold food and non – alcoholic drinks at Delta Way, Thorpe between 7.00am and 3.00pm, Monday to Saturday for 6 days a week.

- 2.2 The trader proposes to trade from a Wilkinson trailer whose dimensions are 8 feet (length) by 11 feet (width). The dimensions of the area which he requires for trading are 8 feet by 11 feet.
- 2.3 The above-mentioned road is designated as a consent street in the Thorpe Ward. Traders are only permitted to operate in such a road in a specific location with the benefit of a consent issued by the Council. Trading is prohibited on all other publicly maintainable roads.

3. Report

- 3.1 The trading location is on the Thorpe Trading Estate and is in the bellmouth of Delta Way, i.e. the end of Delta Way which is furthest away from Delta Way's junction with Crabtree Road.
- 3.2 A trader operated from this location during 2000/2001. The trader's unit was slightly repositioned in order to resolve access concerns raised by one company in Delta Way. No other complaints were received at that time.
- 3.3 Street trading locations which were agreed as being broadly suitable for trading in the borough were established by the Council's former Highways and Works Committee in 1999. The description of the trading location for Delta Way, Thorpe, is as follows:-

Delta Way, Thorpe

From a point level with the north west boundary of Block Number K 'Cass Building' extending in a north west direction for 8 metres, located in the north east corner of the bellmouth of Delta Way.

- 3.4 This site description is out of date because Cass Building no longer exists. Officers have therefore examined whether a temporary location for the trader within the bellmouth of Delta Way can be identified.
- 3.5 Officers have visited the bellmouth of Delta Way during the period of the week from Monday to Friday on two occasions, once on a Wednesday and once on a Thursday. Both visits took place around noon. On one of those occasions a series of photographs were taken which show the position of vehicles parked in the bellmouth (at Appendix 'C(i)') and Officers have also produced a diagram which shows the approximate position of parked vehicles at the bellmouth (described as hammer – head on the plan) on one of the midweek visits. This diagram is at Appendix 'C(ii)'. Officers have also visited the location once on a Saturday in the late morning, when there were very few cars parked in the area.
- 3.6 The findings from the two midweek inspections are that at these times the area is congested with the parked cars of people who are working in the industrial units. The photographs and diagram are taken from the Thursday visit and the parking was more intense on the Wednesday visit.
- 3.7 On the basis of these inspections, there does not appear to be an ideal location for the trader to park. However, Officers have identified what appears to be the best location available, which is described as follows:-

"In the north-east corner of the bellmouth of Delta Way, approximately 8 metres from the south east boundary of Unit 3, Delta Way and adjacent to the north west and south west boundaries of Enterprise House, Delta Way".

A map of this location is at Appendix 'C(iii)'.

- 3.8 If the Committee is minded to grant a consent to trade in this location, the trader would be issued with a street trading consent. This would allow the trader to trade at a specific location but would not guarantee that the trader could trade there if, for example, a parked vehicle was preventing him from doing so. The trader would have to be in the location before other vehicles, to establish his trading position. The Council would be under no obligation to enforce against other vehicles in the area, in order to allow the trader to trade.
- 3.9 Equally, if drivers of vehicles in the area were to complain to the Council that they were unable to park in the location because of the presence of the trader, if the trader had a

consent to trade in a particular location, then the Council would not be empowered to remove the trader.

- 3.10 If the Committee is not minded to grant a consent to trade in this location, then consideration will have to be given to undertaking the process of removing Delta Way from the list of consent streets.

- 3.11 Comments from Surrey County Council West Area Transportation Service

- 3.11.1 Surrey County Council West Area Transportation Service have agreed in principle with this location.

- 3.12 Comments from Runnymede Environmental Protection

- 3.12.1 Runnymede Environmental Protection have no concerns over this location.

- 3.13 Comments from Surrey Police - Egham

- 3.13.1 Surrey Police Egham have not raised any concerns over this location.

- 3.14 Comments from Thorpe Ward Members

- 3.14.1 One of the Ward Members has stated that they would not have any objection to the application. Any comments received from the other Ward Members will be reported at the meeting.

- 3.15 Comments from the Trader

- 3.15.1 A copy of this report has been sent to the trader who has been invited to comment if he so wishes. Any comments received will be reported to the meeting.

- 4. Resource Implications

- 4.1 Street Trading consents run from 1 April to 31 March. The basic annual fee is £720 per year plus an additional annual charge of £168 for each day of the week the trader is licensed to operate. The maximum fee for a trader operating seven days a week for a year is therefore £1,896. The fee for trading for six days a week is £1,728.

- 5. Council Policy

- 5.1 Council Policy is to give due consideration to the suitability of all applications to trade on consent streets and to prohibit trading in all streets where it will be detrimental to road safety and where evidence of detriment to public amenity exists.

- 6. Legal Implications

- 6.1 Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 gives local authorities discretion when issuing consents. Schedule 4 does not specify any particular grounds on which such decisions may, or may not, be made but while the Committee is able to refuse a consent it must do so for sound and valid reasons and has a duty to act reasonably at all times bearing in mind the consequences to the trader. While a trader has no right of appeal under Schedule 4 he is at liberty to take other legal action if the Council is seen to act unfairly or unreasonably or has reached its decision without due consideration of all material facts.
- 6.2 The European Convention on Human Rights secures certain fundamental human rights. The Human Rights Act 1998, which came into force on 2 October 2000, makes it unlawful for a local authority to act in a way which is incompatible with a convention right.

- 6.3 A refusal of consent to street trading at this location may constitute an interference with the right under Article 1 of the First Protocol to the peaceful enjoyment of possessions. Such interference is permissible if it is in accordance with the law and in the public interest. Such action could also interfere with the right under Article 8 of the Convention, to respect for private and family life and the home. Unjustified failure to take action could also interfere with this right. Interference is permissible provided that it is in accordance with the law and is necessary in the interests of protecting the rights and freedoms of others in the Community. The Council's response to the application and any perceived problems must be proportionate.
- 6.4 It must be remembered that local residents and people working in Runnymede, as well as prospective traders, enjoy Convention Rights. Clearly, when considering whether or not a consent should be granted the Council should seek to balance the interests of the person seeking to trade against those of other people living and working in the area. The power to attach conditions to any consent, and to restrict hours of trading to levels which are considered to be appropriate, may enable the Council to achieve a balance between the opposing interests.
- 6.5 Section 17 of the Crime and Disorder Act 1998 requires local authorities to do all that they can to reduce crime and disorder in their areas. Street trading in certain areas, particularly after dark, can lead to problems of disturbance and disorder. However, as this facility would, if granted, be only available in the morning and early afternoon, problems of this kind are very unlikely and the Police have raised no objections.

7. Conclusion

- 7.1 This industrial area generally suffers from a severe shortage of car parking for both employees and visitors alike and the presence of this trader will reduce this even more in terms of casual parking. However, equally the estate is relatively isolated from facilities such as shops and cafes and this additional trader could reduce car journeys from the area to access such facilities elsewhere.

**THE COMMITTEE IS ASKED -**

**to determine whether to allow the application for a street trading consent in Delta Way.**

**(TO RESOLVE)**

Background Papers

Relevant papers on BSLSO file 64.26

10. FREE PARKING IN COUNCIL CAR PARKS FOR BOROUGH EVENTS (IDTS)

1. Purpose of Report

- 1.1 **To seek the Committee's decision on whether to offer free parking in the town centres of Egham, for Egham Food and Drink day, and Addlestone for the Addlestone Arts Festival.**
- 1.2 **For Members to note the number of events where free car parking is allowed in the Borough car parks and to consider removing that concession for two car parks in the run up to Christmas.**

2. Background Information

- 2.1 The Scheme of Delegation authorises Officers to temporarily waive car parking charges subject to the costs being contained within budget.
- 2.2 This Committee considered an item at its meeting in January 2007. The report informed the Committee that the potential lost income as a result of free parking for Christmas shopping in the Council's car parks in December and in the Council's car parks in Egham from Magna Carta day, which had been relatively modest in the past, could no longer be contained within existing budgets as the sums involved had grown due to increased parking charges.

2.3 The Committee resolved that the number of Saturdays when free parking would be offered in December would be cut from four to two and that the free parking in Egham on Magna Carta Day would continue. The Committee instructed that the car park budget should be amended to account for the lost income.

2.4 In September 2007 the Committee agreed to add a free parking provision for the event of the Black Cherry fair in Chertsey.

### 3. Report

3.1 Application was received last year to provide a free parking facility in the Council's Garfield Road Car Park for the Addlestone Arts Festival organised by the Addlestone Community Association and recently in Egham's town centre car parks, (Precinct, Precinct Extension, Hummer Road and Waspe Farm) for a Food and Drink day organised by the Chamber of Commerce. These requests were approved using delegated powers.

3.2 Addlestone Arts Festival, following its success last year, is now to be an annual event. The recent Food and Drink day in Egham too was well attended with favourable comment in relation to the provision of free parking. The Egham Chamber of Commerce has indicated that this too is likely to be an annual event.

3.3 In line with the other Borough events of a similar nature approval is now sought to provide free parking for these two additional events in the relevant town centre car parks.

3.4 Whilst seeking approval for these events Officers are asking the Committee to consider removing the free parking provision from car parks at Waspe Farm, Egham, and Bourne, Virginia Water. These car parks are predominantly used by rail users rather than visitors to the town centres. The town businesses are, therefore, unlikely to receive any benefit from providing free parking in these facilities in the run up to Christmas.

### 4. Resource Implications

4.1 The anticipated loss of income by allowing free parking in Egham Town Centre car parks on an average Saturday is in the region of £700. In Addlestone it is in the region of £200.

4.2 The loss of income for Chertsey car parks for the Black Cherry Fair is in the region of £500.

4.3 Should these latest requests be granted the total lost income from allowing free parking for all approved events throughout the year would be in the region of £4,900.

### 5. Council Policy

5.1 The vision of the Council's Sustainable Community Strategy and Corporate Plan is to enhance the quality of life and maintain vigorous financial control.

5.2 One of the Key Aims in the Council's Sustainable Community Strategy Plan in terms of Economic Prosperity is to continue to encourage and maintain local and village economic vitality. These events have all been successful in attracting visitors into the town centres.

5.3 Members will need to balance the impact on trade and attractiveness against any loss of income.

### 6. Legal Implications

6.1 There are no legal implications.

### 7. Environmental Implications

7.1 Offering free parking could encourage the use of cars to travel to these events rather than by using public, or other modes of transport.

**OFFICERS' RECOMMENDATION that –**

- i) **approval is given for the offering of free parking for the Saturdays of Egham Food and Drink and the Addlestone Arts Festival each year; and**
- ii) **free parking in the two Saturdays prior to Christmas will no longer apply to the Bourne and Waspe Farm car parks.**

**(TO RESOLVE)**

Background Papers

Minutes of Economic Development Committee, January 2007 and September 2007.

11. SERVICE PLAN – OUTTURN 2008/2009 (DAL, IDTS)

1. Purpose of Report

- 1.1 **The purpose of this report is to advise the Committee on the outturn performance of the 2008/09 Service Plan.**

2. Background Information

2.1 As Members are aware, the Best Value/Best Value Performance Indicator regime has been replaced by a new National Performance Framework and new set of National Indicators. 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. 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.

2.2 Against this changing background, a new strategy, planning and performance management framework of Sustainable Community Strategy (and Corporate Plan) and Committee-based Service Plans has been produced. This approach was endorsed at Corporate Management Committee on 30 October 2008, and approved by Council on 18 December 2008.

2.3 The new Strategy will be published shortly.

3. Report

3.1 Members are invited to note the outturn position on its Service Plan, attached at Appendix 'D'. The newly formatted Service Plan provides a control document for senior managers and the responsible Committees 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.

**OFFICERS' RECOMMENDATION that –**

**the Service Plan outturn for Economic Development Services for 2008/09 as attached at Appendix ' D ' be noted.**

**(TO RESOLVE)**

Background Papers

None

12. FINANCIAL MONITORING STATEMENT (DF)

1. Purpose of Report

- 1.1 **To inform the Committee of the latest financial projections for the 2009/10 financial year for Economic Development 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.

2.2 Each statement reflects an updated position based upon the probable 2009/10 original estimates approved by this Committee in January. The Financial Forecast previously approved by Council in December 2008 has now been updated to reflect changes made during the updating of the Council's Revenue estimates.

3. Report

3.1 The statement at Appendix "E" is split into two parts

E (i) Economic Development services

E (ii) Highway services

Each statement 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 all 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

13. STANDING ORDER 42 – URGENT ACTION

The following action has been taken by the Officer shown below after consultation with the Chairman of this Committee under Standing Order 42.

<u>Officer</u>	<u>Action Taken</u>	<u>Central Index No</u>
Director of Administration and Leisure	Lease of maisonettes 42a, 46a, 50a, 52a, and 58a Station Road, Addlestone	686
Director of Administration and Leisure	Grant of a lease of the 5-a-side football pitches and associated facilities at Egham Leisure Centre	688
Acting Director of Technical Services	Approval of contractors to carry out the maintenance of the mechanical and electrical equipment in the Civic Offices	691

**(FOR INFORMATION)**

Background Papers

SO42 forms 686, 688 and 691 on Committee Section SO42 file.

14. 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 paragraph 3 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)	<u>Exempt Information</u>	<u>Para</u>
15.	COMMERCIAL PROPERTY PORTFOLIO	3
16.	PRECINCT CAR PARK, CHURCH ROAD, EGHAM – DEVELOPMENT PROPOSALS	3
17.	QUEEN ELIZABETH HOUSE, ENGLEFIELD GREEN	3
b)	<u>Confidential Information</u>	
	(No reports to be considered under this heading)	