



Leisure and Environment Committee

Thursday 14 January 2010 7.30pm

**Council Chamber
Runnymede Civic Centre, Addlestone**

Members of the Committee

Councillors M J Brown (Chairman), Miss M N Heath and J J Wilson (Vice-Chairmen), A J Davis, Mrs M T Harnden, Mrs G M Kingerley, M T Kusneraitis, A M Moore, C J Norman and Mrs G Warner.

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, Civic Centre, Station Road, Addlestone (Tel. Direct Line: 01932 425627). (Email: clare.pinnock@runnymede.gov.uk).**
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اردو

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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 12 November 2009, which were included in the December 2009 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. REVENUE ESTIMATES FOR 2010/11 (DF)

(Ref: Minutes of Leisure and Environment Committee, January 2009, page 704, para 446)

The purpose of this report is to consider the draft Revenue Estimates for 2010/11.

A budget is the expression in financial terms of the Council's policies over the next year and is a statement of intention against which achievement can be compared. The main objectives of budgeting are:

- Satisfaction of statutory requirements
- Determining the amount which needs to be raised from Council Tax or rents
- Assisting in the planning and policy making process
- Policy implementation and control
- A means of measurement, and
- Strategic planning

The report is attached at Appendix 'A' and has been circulated separately with the Agenda to Members of the Committee and relevant Officers only to save on printing costs. A copy has also been placed on the website for all other Members and the public. The Estimates are separated into the following sections:

- i) Leisure Services Report and Estimates (Annex '1', pages 1 - 32);
- ii) Leisure Services Fees and Charges (Annex '2' pages 33 - 60);
- iii) Environmental Services Report and Estimates (Annex '3', pages 61 - 106);
- iv) Environmental Services Fees and Charges (Annex '4' pages 107 - 112);
- v) Assumptions used in setting the budgets for 2010/11 (Annex '5' pages 113 - 118);
- vi) An Equalities Impact Assessment (EIA) on the budget setting process (Annex '6' pages 119 - 122);

- vii) Equalities Impact Assessments on those Fees and Charges where a change in policy is proposed (Annexes '7' and '8' pages 123 - 126).

The Officers' Recommendation covers all the above service areas.

OFFICERS' RECOMMENDATION that -

- i) the draft Revenue Estimates for 2010/11 be approved as submitted and Corporate Management Committee be requested to make provision accordingly; and**
- ii) the proposed fees and charges for 2010/11, as set out in Appendix 'A' to the Estimates, be approved to be effective from 1 April 2010.**

(TO RESOLVE)

Background Papers

None.

7. SPORTS DEVELOPMENT UPDATE 2009/10 (DAL)

1. Purpose of Report

- 1.1 **The purpose of this report is to update Members on Runnymede's Sports Development initiatives, including the Surrey Youth Games.**

2. Background Information

- 2.1 The Runnymede Sports Development Officer's (SDO's) work programme is essentially based on improving sports opportunities for the local community. This supports the two main national Sports Development strategies, namely Sport England's "Grow, Sustain, Excel" Strategy and The Youth Sports Trust's PE and School Sport for Young People (PESSYP) Strategy.
- 2.2 At community level, the focus of the Sport England strategy is primarily to help "Grow" the number of sports participants as well as "Sustain" the satisfaction of existing participants. The main focus of the Youth Sport Trust's strategy is more specific; it aims to achieve 60% of 5-16 year olds accessing five hours of quality sport/physical activity per week (of which two hours should be in curriculum time), and 60% of 16-19 year olds accessing three hours a week by 2013. Runnymede therefore aims to support these objectives, whilst considering local needs.
- 2.3 In addition, Runnymede also seeks to support local club and coach development in order to develop the infrastructure to help achieve the above aims.
- 2.4 To try to achieve the above objectives, the SDO works in partnership with the four Partnership Development Managers covering the Runnymede schools (employed by the Youth Sports Trust), other Development Officers in the County (employed by Local Authorities), National Governing Body Officers and the Active Surrey representatives (employed by Surrey County Council).

3. Report

Recent and Upcoming Sports Development Initiatives

- 3.1 Over the last 12 months, this Council's SDO has facilitated the following Sports Development initiatives:
- Borough representation in the Surrey Youth Games
 - A number of 'Sports Unlimited' 10-week projects (targeting the semi-sporty)
 - Star:Track Athletics camps during school holidays
 - Multi-Sports camp during school holidays

- Community Sports Coach Scheme
- 3.2 In addition to the above initiatives (excluding the Community Sports Coach Scheme), the SDO will also facilitate the following activities over the next 12 months:
- A new Youth Sports Council (due to commence in January 2010)
 - Introducing a 'Have a Go Day' to encourage more participants in the Surrey Youth Games (in March 2010).

Surrey Youth Games 2009

Background

- 3.3 Surrey Youth Games is the largest multi-sport competition for children and young people in Surrey. Each local authority sends representative teams from a wide variety of sports to compete against the other districts/boroughs. There are events for all ages, including for young people with a disability. The event is aimed at participants below county standard (it is not elitist) and all activities are provided free of charge (a requirement).
- 3.4 The aim of the Games is to develop sport in Surrey and the following outcomes are achieved:
- More young people take part in competitive sport, and continue to take part in sport after the Games
 - More sports clubs become accredited by their National Governing Body, thereby improving the quality of sports clubs in Surrey
 - More people become qualified in sports coaching and officiating
 - New junior sports clubs or sections are created.
- 3.5 The Games took place over a weekend in June 2009 at the Guildford Spectrum, University of Surrey Varsity Centre, and Woking Leisure Centre.

Runnymede's Representation in 2009

- 3.6 Runnymede entered teams in all the sports, namely: Badminton, Basketball, Boccia (disability sport similar to bowls), Football, Hockey, Judo, Tag Rugby, Netball and Squash. Out of a possible 22 teams, 15 were entered, compared with 14 out of 31 teams in 2008.
- 3.7 Across all the sports teams, 137 different children took part in the training programmes (the same figure as in 2008) and 114 were selected to actually take part in the event (compared to 78 in 2008). All individuals that are selected to represent the Borough receive a representative's t-shirt.

Training

- 3.8 Each team was provided with nine weeks of training before the event. All teams had a Head Coach and an Assistant Coach. Seven of the 14 Head Coaches and all of the Assistant Coaches worked as volunteers for the training programmes and all coaches volunteered for the event. For volunteer coaches associated with a club/school, the Council provided a contribution of £100 to the club/school instead.
- 3.9 Ten different training venues were used with the assistance of the following key partners:

Pycroft Grange School – Boccia
 Abbey Rangers Football Club – Girls Football
 Philip Southcote School – MLD Football
 Pyrford Judo Club – Judo
 Staines Swimming Club – Swimming
 Egham Rugby Club – Tag Rugby
 Thames Valley Hockey Club – Hockey

- 3.10 All venues were provided free of charge apart from Addlestone Leisure Centre.

Competition Results

- 3.11 Medals were won in the Junior Girls Football (winners), Boccia (runners-up) and MLD Boys Football (runners-up). Officers consider that Runnymede is currently disadvantaged when comparing the number of local sports clubs to the numbers found in other boroughs/districts. Most surprisingly there is no local Netball club. This is something Officers wish to address in the future, should budgets allow.

Presentation Evening

- 3.12 A presentation evening was held at The Hythe Centre on 14 July 2009, attended by approximately 100 people. Medals and certificates were presented to all competitors as well as the coaches. Anyone who was unable to attend had their certificate posted to them.
- 3.13 The Mayor and Gerry Ceaser (Patron of the Games) presented the medals and certificates, praised the children's achievements and thanked all the coaches who had been involved in training Runnymede's teams.

Feedback

- 3.14 Feedback forms were sent out to all participants and 45 responses were received back. The feedback was very positive, as shown below.
- Only nine of the respondents were already club members which means the project is working as desired; it is proving to be a good development tool to encourage non-club players to participate.
 - 44 respondents felt their training venue was suitable. The other person responded that the venue was "partly" suitable because their swimming sessions had to take place in Staines (as they did not have access to a public swimming pool in Runnymede).
 - 44 respondents felt they had benefited from the programme and one considered they had "partly" benefited, without further comment.
 - 40 respondents said that they would continue to take part in their sport and the remaining five responded "sometimes".
 - 42 respondents said they would like to take part in the Youth Games next year. Two of the remaining three stated "maybe" and one stated "no". One of the "maybes" added in their further comments that "The event highlighted the lack of public swimming facilities in Runnymede". No further comments were given by the other participant who selected "maybe". The participant who selected "no" had done so because their age made them ineligible next year.
 - All 45 respondents felt that RBC Officers were "always" competent and courteous.
 - 43 respondents felt all Team Managers/Coaches were "always" competent and courteous and the remaining two stated "sometimes", without further comment.
- 3.15 In addition, six of the local sports clubs have been encouraged to gain their club accreditation; a nationwide 'kitemark' which acknowledges quality club setups. It provides a clear and structured approach to improving and developing the club and ensures that it has a truly quality sporting environment.

Future Developments: Surrey Youth Games 2010

- 3.16 To add to the excitement in 2010, the event will be held at the University of Surrey's brand new £36 million 'Surrey Sports Park' facility in Guildford. As a build up to the event, and to encourage greater participation, Runnymede is also introducing a local 'Have a Go Day' for the weekend before the Easter holidays. The purpose of the day will be to encourage children and young people from Runnymede to 'have a go' at a number of the Youth Games sports before committing themselves to sign up for the trials/training, which are due to start in April.
- 3.17 Additional promotion of the event will include Officers attending school assemblies to do presentations, sending/displaying posters: on Council notice boards, in schools, to leisure centres, youth centres, libraries and sports clubs, as well as sending e-flyers to the mailing list, and issuing press releases.
- 3.18 There will be 27 teams across 13 sports in which each borough/district is encouraged to have representation. Of these, three will be pilot sports, namely Disability Badminton, Xtreme Golf and Girls Cricket (these do not count to the overall scoring in the same way as the main sports). There will also be a display of Quiksticks Hockey. This is purely a one-off demonstration as teams will not be entered into the competition.
4. Financial Implications
- 4.1 The Surrey Local Government Association confirmed in November 2009 that it will contribute £25k each year until 2012 towards the central costs of the event (after the funding from Sport England ceased). This ties in with sponsorship of £15k per year until 2012 from Procter and Gamble.
- 4.2 Procter and Gamble (P&G) has also confirmed it will continue to sponsor Runnymede's teams by providing £1,000 towards the cost of the representatives' t-shirts.
- 4.3 As part of the phase 3 revenue reductions programme approved by the Council in December 2005, Officers were asked to find £10,000 of savings from across the Leisure Development budgets, both for 2009/10 and future years. Of these savings, £2,000 has been saved from the net costs of the Youth Games.
5. Other Sports Development Initiatives
- Sport Unlimited
- 5.1 Sport Unlimited supports "The 5 hour offer" for children and young people in England. It is a funding stream organised through Active Surrey, the County Sports Partnership, which aims to target the "semi-sporty" children and young people i.e. individuals completing 3-4 hours of physical activity/sport per week. Each activity in the scheme must run for a minimum of 10 weeks.
- 5.2 The Sport Unlimited projects which this Council has co-ordinated over the last 12 months are briefly described below.
- 5.3 Athletics: This programme ran October-December 2008, initially for 10 weeks, from St George's College. The sessions were open to children aged 8-14 years and were attended by 241 children. The sessions proved to be very popular and the first Junior Athletics Club, Runnymede Panthers, was set up at St George's College. It now runs every Friday during term time and caters for children aged 8-14 years. Young people over the age of 14 are fed through to Walton Athletics Club.
- 5.4 Basketball: This programme ran January-March 2009, initially for 10 weeks, from Jubilee High School. The sessions were open to young people aged 11-14 years and were attended by 58 young people. Although the attendance figures were not high, those who did attend were very keen to continue. The coach therefore decided to start a Basketball Club at Jubilee High with the support of this Council's SDO. The Club commenced in October and was initially just open to Jubilee High students until Christmas (due to the early time the sports hall is available). However, once the Youth Games training sessions have been completed (as the coach is the Team Manager for the Youth Games), the club will be opened up to any young person aged 11-14.

- 5.5 Tri-Golf: This programme ran January-March 2009, for 10 weeks, from Addlestone Leisure Centre with an exit route to Top Golf in Addlestone. The sessions were open to children aged 7-10 years. Unfortunately this activity was the least popular, only attracting 42 attendees.
- 5.6 Tennis: This programme ran April-June 2009, initially for 10 weeks, from Weybridge Tennis Academy (based in Runnymede at St George's College). The sessions were open to all children aged 8-10 years. This activity proved to be so popular that an additional session was run at the same time and it was also extended by a further five weeks. The attendance total was 177.

Star:Track

- 5.7 The Star:Track Athletics programme was once again offered this summer and ran for two weeks. The programme was provided free of charge at St George's College. There were 233 spaces booked across the two weeks, which on average meant there were 23 children per day.
- 5.8 The SDO intends to run two more weeks of Star:Track in Summer 2010.

Multi-sports week

- 5.9 This year saw the introduction of multi-sports camps for 8-16 year olds which were run for two weeks during the summer at Addlestone Leisure Centre. A successful Youth Opportunity Fund (YOF) bid covered the cost of hiring the facility. There were 256 spaces booked across the two weeks, which on average meant there were 26 children per day.
- 5.10 YOF funding has also been obtained to contribute to a further multi-sports camp during the Easter holidays in 2010 from St George's College.

Community Sports Coach Scheme (CSCS)

- 5.11 The CSCS was a three year programme which funded a part-time sports coach to work in the local community to increase interest and participation in hockey. The post was financed through a mixture of RBC's budget (approximately £6,000) and external funding from Active Surrey, Surrey Hockey Association (approximately £8,000 in total). The coach was line managed by this Council's SDO.
- 5.12 The programme reached the end of its three year period in September 2009 and had to finish due to the funding no longer being available. In total, 780 hours were delivered in the community through a mixture of Primary and Secondary schools as well as Thames Valley Hockey Club. As a result, strong school-club links have been developed for the club.

6. Financial Implications

- 6.1 Other than staff salaries and the Active Surrey subscriptions, there are no additional resources required because sports development activities rely on external funding.

7. Council Policy

- 7.1 The Sustainable Community Strategy and Corporate Plan (2009) states that the Council will:

- Provide activities for teenagers
- Improve access to and enhance the provision of parks and open spaces
- Promote healthy lifestyles: tackling obesity, sexual health, smoking, teen pregnancy and drug and alcohol misuse.
- Take opportunities presented by 2012

- 7.2 The Leisure Service Plan (2008-2010) states that Leisure will:

- Provide facilities and activities for teenagers.
- Encourage increased provision of after-school clubs and schemes for vulnerable young people.
- Provide creative interventions and support for vulnerable young people
- Maintain Youth Council - continue to consult with young people on their needs.
- Encourage/reinforce community identity and engagement.
- Take opportunities presented by 2012.
- Increase the level of leisure facility use by disadvantaged groups.
- Continue to work with sports clubs to identify routes of entry for young people and people with disabilities.

(FOR INFORMATION)

Background Papers

None stated.

8. ENVIRONMENTAL PROTECTION ENFORCEMENT POLICY (DTS)
(Ref: Minutes of Leisure and Environment Committee, May 2004, page 1649, para 932)

1. **Purpose of Report**

- 1.1 **The purpose of this report is to seek Members' endorsement of an updated enforcement policy for the Environmental Protection Division of the Technical Services Department.**

2. Background Information

- 2.1 Having been first introduced in 2001, the current Environmental Health Enforcement Policy was approved by this Committee in 2004 to take account of changes to the Council's departmental structure and new legislation.

3. Report

- 3.1 The Environmental Protection Enforcement Policy attached at Appendix 'B', covering all aspects of Environmental Protection, has been updated to reflect changes in legislation including the Clean Neighbourhoods and Environment Act 2005, which introduced Fixed Penalty Notices for some offences, and a change in policy with regard to publicising enforcement action on the Council's website. Members are requested to approve the revised Environmental Protection Enforcement Policy.

- 3.2 To avoid the necessity of submitting the policy to Committee when only minor administrative amendments need to be made, in 2004 the Committee authorised the Director of Technical Services and the Head of Environmental Protection to make such changes in the future.

4. Equality Issues

- 4.1 Equality issues are included within the Policy and comply with centrally issued guidance for regulators, primarily including the Regulators' Compliance Code 2008.

OFFICERS' RECOMMENDATION that –

- i) **the Environmental Protection Enforcement Policy attached at Appendix 'B', covering all aspects of work of the Commercial, Health and Pollution, Licensing, and Recycling Sections of the Environmental Protection Division of the Technical Services Department, be approved; and**

- ii) **the Director of Technical Services be authorised to issue Fixed Penalty Notices and the Director of Administration and Leisure, in consultation with the Director of Technical Services, be authorised to instigate prosecutions, both in accordance with the revised enforcement policy.**

(TO RESOLVE)

Background Papers

None.

9. AIR QUALITY MONITORING UPDATE AND CLIMATE CHANGE (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 and give a brief overview of Climate Change and the borough's role therein.**

2. Background Information

- 2.1 Part IV of the Environment Act 1995 introduced new responsibilities for both national and local government throughout the UK. These responsibilities include the requirement on 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 was 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 ensures 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 former 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 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 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 In respect of 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 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 towns have 'busy' roads and junctions, with many shops, cafés and bars, 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 has 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 Surrey County Council's 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 this 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 the 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 the 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 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 and 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 a consistent approach to planning applications.
- 3.12 Officers will be consulting on these possible actions before finalising the AQAP.

4. Climate Change

- 4.1 There are three main strands emerging on Climate Change and how it is being addressed in the South East. The Surrey Improvement Partnership, which comes under the umbrella of the Surrey Local Government Association (SLGA), has started to address climate change through 'Tackling Climate Change Together'. This is one of six projects which received funding from 'Improvement and Efficiency South East'. Tackling Climate Change Together aims to support local authorities and help them to meet national policy and local requirements to address climate change. One of its objectives is to develop a county-wide Climate Change Strategy, as commissioned by the Surrey Climate Change Partnership, which was set up in 2007/08 to create a county-wide approach to climate change and to develop and share best practice.
- 4.2 The County partnership and other related bodies aim to reduce carbon emissions in Surrey and the South East generally, identify and minimise the impact of climate change and aid understanding of climate change itself and its implications across services and the community. In addition, it aims to facilitate each local authority's role in adapting to and addressing climate change issues through raising awareness amongst staff and elected Members and undertaking a number of initiatives locally from which its partners can learn and share.

- 4.3 At Borough level climate change and the issues it covers feed into (amongst other things) the Local Development Framework Core Strategy on Climate Change and Sustainable Construction, energy efficiency, Planning principles, Council and County Travel Plans, Flood Risk Management, Planning Policy and Energy Management.
- 4.4 Some projects are already underway in Runnymede. These include 'Warmth for 100'. This is a Government scheme which enables residents to access means tested grants for different types of home insulation and is being delivered in partnership with six other local authorities in the South East.
- 4.5 Staff also took part in an 'Eco Day' recently which involved trying out an electric bicycle and testing their driving skills in order to improve their 'green' credentials.
- 4.6 The most recent issue of the Runnymede Voice also carried a number of energy related articles which feed into the Council's climate change agenda. For example, residents who are members of their local library can borrow for free a device that can monitor their home energy consumption and estimate how much that usage costs. This scheme was launched by Surrey County Council and the Surrey Library Service and is part of a Surrey-wide initiative organised by the Surrey Climate Change Partnership.
- 4.7 At Council in December 2009 the Chairman of this Committee was nominated to serve on a new Member-led group on climate change established by the SLGA. This group will provide political leadership for work already taking place under the Surrey Climate Change Partnership and will facilitate joint working on the agreed strategy. It will also act as a political level advisory body for the SLGA and its member authorities on climate change.
- 4.8 As the work on climate change develops and new projects emerge, further and fuller reports will be brought to this Committee in due course.
5. Policy
 - 5.1 The Council's Strategic Plan 2005-2010 and 'Making a Difference - Sustainable Community Strategy and Corporate Plan 2009' identify, inter alia, the key themes of Access and Transport, A Sustainable Community and A Healthy and Vibrant Community. Each theme has specific objectives relating to tackling congestion and pollution and seeking improvements in air quality, especially working in partnership with other agencies.
6. Resource Implications
 - 6.1 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.
 - 6.2 Work on climate change is currently carried out within existing resources between Officers in the Planning Policy and Engineering sections of Technical Services.
7. Legal Implications
 - 7.1 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.
 - 7.2 The Climate Change Act 2008 covers global issues such as setting Carbon targets and the Impact of and adaption to Climate Change, down to how local authorities manage waste reduction schemes and whether businesses charge for single use carrier bags. The full legal implications of this Act will become more apparent as secondary legislation and guidance is issued.

(FOR INFORMATION)

Background Papers

Correspondence with DEFRA concerning Air Quality work and information from the websites of the Surrey Improvement Partnerships, Surrey County Council and Runnymede Borough Council.

10. EXCLUSION OF PRESS AND PUBLIC

OFFICERS' RECOMMENDATION that –

the press and public be excluded from the meeting during discussion of the following report under Section 100A(4) of the Local Government Act 1972 on the grounds that the report in question would be likely to involve disclosure of exempt information of the description specified in paragraphs 1, 2 and 3 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) Exempt Information paras.
- 11. GROUNDS MAINTENANCE CONTRACT – SELECTION OF TENDERERS 1, 2 and 3
- b) Confidential Information

(No reports to be considered under this heading)