

# Economic Development Committee

Thursday 18 November 2010 7.30pm

Council Chamber  
Runnymede Civic Centre, Addlestone

## Members of the Committee

Councillors P I Roberts (Chairman), D A Cotty (Vice Chairman), A Alderson, H A Butterfield, D R Hamilton, R N Jones, Mrs Y P Lay, S M Mackay, L C Pouyanne, and N Stewert

## 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, Runnymede 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.

'see overleaf'

**If you need help reading this document please contact Denise Morley on 01932 425610 who will try to provide a reading service, a large print version, or another format.**

## বাঙলা

আপনি যদি ইংরেজি পড়তে বা বলতে না পারেন, ও এই লেখাটি পড়তে যদি আপনার কোনও সাহায্য লাগে তাহলে অনুগ্রহ করে 01483 750548 নাম্বারে উইটস্ লিঙ্কলাইন (WITS Linkline)-এর সাথে যোগাযোগ করুন ও আপনার নিজের ভাষায় একটা মেসেজ রাখুন।

## 简体中文

如果您无法阅读或说英语，需要协助以明白此文件，请与和景翻译服务处之语言专线连络 01483 750548，并用您的母语留下讯息。

## Italiano

Qualora non siate in grado di leggere o di parlare l'inglese, e necessitate assistenza che vi permetta di capire il presente documento, siete pregati di contattare la WITS Linkline allo 01483 750548 e lasciare un messaggio nella vostra lingua.

## اردو

اگر آپ انگریزی زبان پڑھ اور بول نہیں سکتے ہیں اور آپ کو اس دستاویز کو سمجھنے میں دقت پیش آتی ہے؛ تو برائے مہربانی سے وٹس لنک لائن کو اس نمبر 01483 750548 پر رابطہ کریں اور اپنی زبان میں اپنا پیغام چھوڑیں۔

## Polski

Jeżeli nie potrafisz czytać lub mówić po angielsku i potrzebujesz pomocy w zrozumieniu tego dokumentu, proszę skontaktować się z Linją Telefoniczną WITS pod numerem 01483 750548, zostawiając wiadomość w języku ojczystym.

## Español

Si no puede leer o hablar inglés, y necesita ayuda para entender este documento, por favor contacte a WITS Linkline al 01483 750548 y deje un recado en su idioma.

## **LIST OF MATTERS FOR CONSIDERATION**

### **PART I**

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

	<b><u>Page</u></b>
1. FIRE PRECAUTIONS	4
2. NOTIFICATION OF CHANGES TO COMMITTEE	4
3. MINUTES	4
4. APOLOGIES FOR ABSENCE	4
5. DECLARATIONS OF INTEREST	4
6. HEATHROW AIRTRACK UPDATE	4
7. FREE PARKING IN COUNCIL CAR PARKS IN DECEMBER	8
8. TOWN CENTRE EVENTS 2010/2011	10
9. SERVICE PLAN 2010/2011	12
10. FINANCIAL MONITORING STATEMENT	13
11. EXCLUSION OF PRESS AND PUBLIC	13

### **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>	
12. ADDLESTONE TOWN CENTRE : POTENTIAL DEVELOPMENT	To follow
13. LAND AT MARLEY CLOSE, HARE HILL, ADDLESTONE	15

#### 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 5 October 2010. These minutes will be included in the December 2010 Summons/Minutes book (Appendix 'A').

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. HEATHROW AIRTRACK UPDATE (DTS)

1. Purpose of Report

1.1 **To inform the Committee of the latest position in relation to the Transport Works Act application for Heathrow Airtrack.**

2. Background information

2.1 This Committee received a report in September 2009 informing it of the formal submission of a Transport Works Act (TWA) application for the rail link to Heathrow Airport known as Airtrack. In June this year, the Committee was informed of an amendment to the Environmental Statement supporting that application. The Council resolved to maintain its objection.

2.2 Runnymede Borough Council and Surrey County Council have been founder members of the Airtrack Forum which seeks to promote this scheme. However, this support has been subject to mitigation of impacts on level-crossings in Runnymede. Concerns about these impacts were raised as far back as 1996.

2.3 To ensure that these concerns were adequately raised, they were put forward as formal objections to the TWA as confirmed by Council in December 2009. These objections were formally lodged with the Department for Transport and it was confirmed that this authority wished to be represented at the public inquiry, the date for which has yet to be set.

2.4 In July, the Department for Transport confirmed that the Spending Review might have implications for the funding of Airtrack and until the matter was clarified, it was inappropriate to set an inquiry date. Although high level details of the Spending Review were announced in October, the detail has yet to be confirmed, so there is currently no information about potential public funding for Airtrack.

3. Report

3.1 In terms of mitigation, Officers have been working with Surrey County Council, BAA and Network Rail in looking at measures that would reduce road traffic queues at level crossings. Much work had gone into assessing the feasibility of an underpass at Vicarage Road in Egham. This was the busiest of all level crossings and also had land adjacent that could potentially be utilised to construct such a facility.

- 3.2 The conclusion has been that an underpass could technically be constructed in terms of alignment, albeit with a reduced design standard and restricted speed limit. However, major road schemes are normally assessed in terms of a cost benefit analysis, which compares the cost of providing them with the benefit derived by road users. Surrey County Council has undertaken this assessment.
- 3.3 The traffic model and assessment process follows Department for Transport guidance and incorporates data obtained from local traffic surveys and the Department for Transport's forecast data tool, allowing both base and future forecast years to be modelled and to take account of committed development. Uncommitted planning applications cannot be included in the traffic model and would be inadmissible at a public inquiry. Traffic movements associated with increased economic activity in the area are included in the general traffic growth used in the assessment.
- 3.4 Surrey County Council used the Strategic Traffic Model for Surrey, with detailed information provided for the Egham/Staines area and level crossing downtime information prepared by Network Rail and provided by BAA. This data has been used in the Traffic Model in order to determine the existing situation and that with the Airtrack scheme in place, investigating a number of scenarios.
- 3.5 The results show that the provision of an underpass with associated traffic calming does not offer a material benefit to local traffic movements during peak periods and indeed could make local traffic conditions worse than they currently are. This means that an underpass in this location does not pass the Government's tests for the funding of major transport schemes and therefore could not reasonably be sustained at Public Inquiry and would not win support for any proposed supplementary Compulsory Purchase Orders.
- 3.6 It is understood that there are three issues which reduce the potential benefit of an underpass. Firstly, the general road network in the area is constrained so that even if there is a free flow of traffic through an underpass, there would still be delays at other junctions, roundabouts and traffic signals in the immediate area.
- 3.7 Secondly, the survey data shows that the large majority of traffic in the area is very local in character, typically undertaking short journeys. For this traffic to divert to a Vicarage Road underpass would increase the journey time to an extent that most drivers would not think it worthwhile.
- 3.8 Lastly, the modelling suggests that any increased capacity which reduces journey time on Vicarage Road has the effect of diverting longer distance traffic from the main road system onto Vicarage Road and thus any improvements in journey time would be nullified by the increased local traffic.
- 3.9 It is understood that Surrey County Council is looking to appoint independent highways consultants to verify the results of the modelling to give increased public confidence in the results.
4. Potential Mitigation Package
- 4.1 Surrey County Council has therefore looked for alternative measures that could help to relieve congestion created by the increased delays caused by the longer level crossing downtimes. They have developed an alternative package of transport improvements that would cost approximately £11.4 million.
- 4.2 The package does not, and cannot, improve existing level crossing downtimes. The mitigation package is not designed to reduce downtimes below the current situation evident in Egham. Its purpose is to provide mitigation for the increased downtime as a result of implementing Airtrack services. The expectation is that the downtimes will get worse in the coming years, as more non-Airtrack rail services are run whether Airtrack is built or not. The schemes in this package are described below:

4.3 (a) **Carbon Reduction and Environmental Measures**

Travel planning, web pages, walking/cycling improvements/footbridges in the vicinity of the Egham level crossings. 60% of journeys across the level crossings are less than 5 km and would be partially replaced through increased walking and cycling. The measures would also improve safety at junctions affected by Airtrack to encourage modal shift.

**This package addresses the issues with the Site of Special Scientific Interest (SSSI) (Staines Moor)** - This would be achieved either by purchasing additional compensation land (a number of sites have been identified) or by improving Staines Moor through more intensive management. This will remove the negative impact on the SSSI created by the construction of the Airtrack railway through Staines Moor.

**This package addresses the Rights of Way in the area** - This involves stopping up the stub ends of rights of way that cross the new railway line and not dealt with in the Transport and Works Order Act.

(b) **Runnymede Roundabout**

Improvements to increase capacity, improve road safety and provide better pedestrian and cyclist facilities. 40% of all traffic using the Egham level crossings use Runnymede roundabout in the same journey. Reducing delay would compensate for the increased delay at the Egham level crossings once Airtrack is operating.

(c) **The Avenue/High Street/Vicarage Road**

This junction is close to the Vicarage Road level crossing and when queuing traffic from the level crossing is released (known as platooning) when the crossing opens it often causes congestion, which blocks back to other junctions. Airtrack will increase the downtime and therefore will increase the amount of platooning traffic exacerbating the problem. Improving and regulating traffic movements by traffic signal control would reduce this problem.

(d) **Bus Priority Measures – Egham/Staines**

The improvements would include measures to provide priority for buses at traffic signals and addressing pinch points in the road network in order to compensate for the increased delay to bus services using the Egham level crossings. There are a number of bus services that have to cross two level crossings in Egham which serve an area of deprivation to the south of Egham.

The bus companies consider that these services may need to be re-routed with the level of delay created by the increased downtimes with the effect that the bus services will no longer serve the areas south of the Egham level crossings.

(e) **Rusham Lane level crossing**

Provide safety improvements along approach roads to this level crossing. The traffic modelling highlights that significantly more drivers will use this level crossing as a diversion route in order to avoid delays at the other three level crossings (Station Road/Vicarage Road/Thorpe Road). The approach roads are narrow and not designed to cater for additional traffic movements and there are already personal injury accidents on the approach roads. It is considered that traffic management will be required once Airtrack is open in order to control vehicle flows and reduce accidents.

(f) **Bus Priority Measures - Addlestone level crossing**

The improvements would include measures to provide priority for buses at traffic signals and addressing pinch points in the road network in order to compensate for the increased delay to bus services using the Addlestone level crossing. There are bus services that have to cross this level crossing.

**(g) Implement Controlled Parking around Staines and Chertsey Stations**

Airtrack will increase patronage at all of these stations. There will be a propensity for these additional rail users to park on adjacent roads where there is not controlled parking. This would affect the amenity of residents and result in road safety issues.

**(h) Improve cycle parking at all Surrey Airtrack Stations**

Airtrack will increase patronage at all of these stations. There will be a propensity for these additional rail users to park and ride or be dropped off by car. Increased cycle parking may prevent this increase in car journeys to rail stations.

- 4.4 BAA has agreed to provide the funding for this package, subject to a legal agreement. This would be similar to a planning agreement (section 106 agreement) and would require that the funding could only be used for the agreed purposes and spent in the area affected by Airtrack. It is understood that there could be some local flexibility in use of the funding, with the caveat that it must be used for purposes of local traffic impact mitigation.
- 4.5 Surrey County Council referred this mitigation package to its Cabinet meeting in September, where it was resolved to accept this package and withdraw its objections, subject to prior consultation with the Local Area Committees in the west of the county and the Transport and Environment & Economy Select Committee. The matter was referred to the Runnymede Local Area Committee meeting on 1 November. The final decision on this will be a matter to be determined by their full Council meeting in December.
5. Conclusions
- 5.1 On the assumption that the modelling undertaken by SCC in respect of the underpass is robust in its data and assumptions and compliant with Department for Transport methodology, then it fails to meet nationally recognised standards that seek to ensure value for money. Therefore, such a scheme could not reasonably be promoted at the TWA public inquiry, nor would it be reasonable to expect either public or private finance to be put forward to fund it.
- 5.2 Similarly, it is assumed that the reasons why an underpass at Vicarage Road does not offer sufficient benefit would equally apply to either underpasses or bridges at either the Station Road, Egham, or Thorpe Road, Pooley Green level crossings.
- 5.3 There is no doubt that the package of measures negotiated by SCC and funded by BAA is very substantial and a huge investment in local infrastructure at a time when public funding for capital schemes is simply not available. The proposed improvement to the Runnymede roundabout alone, at a cost over £4 million, would make a significant difference to traffic both entering and leaving the M25 motorway, as well as easing traffic movement along the Egham bypass, The Causeway, The Avenue and Windsor Road.
- 5.4 It does need to be recognised that lengthy level crossing barrier downtimes is an existing problem which has nothing to do with Airtrack. It is clear that the Airtrack proposals will severely exacerbate this, and it is reasonable to expect BAA to mitigate their impacts, but not to hold them responsible for an issue that relates to current operational issues on the railway.
- 5.5 From the work undertaken, the outcome may be that there are no reasonable works feasible to the highway network that could make a real difference and alleviate the traffic problems caused by level crossing barrier down times in the area.
- 5.6 However, it is understood that new railway signalling technology has now received approval for use by Network Rail that could automate level crossing barriers that, if implemented, could mean that with Airtrack, barrier down times would be no worse than at present. It is also understood however that Network Rail do not believe for technical reasons that it could be implemented in the Egham area.
- 5.7 It is considered that this option should be fully explored as if this could be implemented locally, it could provide the mitigation that the Council, local residents and businesses have been seeking, which, when linked with the package being offered by BAA, could make a real difference to the highway network in the Egham area.

- 5.8 Runnymede's formal objection to the Transport Works Act (TWA) application was based on the fact that no alleviation was proposed in relation to the identified impact on level crossings in the area. This is still the case and on that basis, at this stage, it is not considered that the objection should be withdrawn, until all avenues have been fully explored.
- 5.9 Whilst the issue of railway signalling improvements is not directly related to the TWA and may not be admissible at the public inquiry, it may offer the only solution to mitigate barrier downtimes locally, if Airtrack is permitted. At present there is no public inquiry date and in the interim, Officers will continue to discuss with Network Rail possible solutions to this issue.
- 5.10 The Committee will be aware that Runnymede's formal position on Airtrack and the TWA is a matter that needs to be determined by full Council. However, as the recommendation is not to change the position that has already been adopted, then if agreed, this is a matter for determination by this Committee.

**OFFICERS' RECOMMENDATION that –**

**the current position of Surrey County Council in relation to the Transport & Works Act application for Heathrow Airtrack be noted, but that the objections already lodged to the application in respect of the need for proposals to mitigate the impact on level crossing barrier down times in Runnymede remain whilst potential for improved technology relating to level crossing barrier control is investigated.**

**(TO RESOLVE)**

Background Papers

Transport and Works Act 1992, application The Heathrow Airtrack Order  
Report to Surrey County Council Cabinet, 28 September 2010

7. FREE PARKING IN COUNCIL CAR PARKS IN DECEMBER (DTS)

1. Purpose of Report

1.1 **To seek the Committee's decision on whether to offer free public car parking in the Council's car parks prior to Christmas and for special events.**

2. Background Information

- 2.1 For several years the Council offered free parking in its car parks on four Saturdays in December to encourage residents and visitors to carry out their Christmas shopping in Runnymede.
- 2.2 Authority to implement this was delegated to Officers, provided that the potential lost income could be contained within existing budgets.
- 2.3 The policy offering free parking in December was last reviewed by this Committee at its meeting in January 2007. Because of the Council's financial position the Committee decided to reduce the concession to two Saturdays prior to Christmas from December 2007.
- 2.4 In June 2009, this Committee resolved to withdraw free Christmas parking in the Bourne (Virginia Water) and Waspe Farm (Egham) car parks as these were generally used by commuters rather than local shoppers.
- 2.5 As well as free parking in December the Council also offers free parking annually in Egham Car Parks for Magna Carta Day and the Egham Food and Drink Fair, Chertsey Car Parks for Black Cherry Fair and in Addlestone for the Arts Festival.

3. Report

3.1 Although the Director of Technical Services has delegated authority to offer free parking at Christmas and on the occasions listed in 2.5, with the increasing financial pressure on the Council the Director felt that the Committee should have the opportunity to consider the balance of advantage between offering the free parking and retaining the income.

- 3.2 The Committee will note from the next report on this agenda that the Chambers of Commerce in Chertsey and Egham have sought the Council's assistance in mounting up to seven town centre 'community' events in 2010 and 2011, and have requested that free parking be made available for these. One event in Egham and one event in Chertsey would fall on one of the two Saturdays prior to Christmas this year and so a decision to grant free parking for those events would neutralise any decision to cease to provide it for the pre-Christmas Saturdays on that day in that town. This might be seen as anomalous by other towns in the Borough.
- 3.3 The Committee is asked to choose one of the following options for 2010 and 2011:
- i) reject free parking both pre-Christmas and for special events;
  - ii) allow free parking for special events but not for Christmas (whilst recognising the result of paragraph 3.2 above);
  - iii) allow free parking pre-Christmas but not for special events; or
  - iv) allow free parking both pre-Christmas and for special events.
- 3.4 Unless the Committee prefers to rescind the Officers' existing authority to permit free parking, it will remain possible to exercise it in future years. Notwithstanding the existence of the delegated power, Officers can opt to bring the decision to Committee instead, as now.
4. Resource Implications
- 4.1 The income lost in December last year as a result of offering free parking on the two Saturdays before Christmas was in the region of £3900. It is estimated that there would be a similar loss of income as a result of the concession this year.
- 4.2 The approximate loss of income each year for the other events is:-
- |   |                         |
|---|-------------------------|
| Black Cherry Fair – Chertsey car parks.     | Lost income about £400. |
| Addlestone Arts Festival – Garfield Road.   | Lost income about £150. |
| Magna Carta Day – Egham car parks.          | Lost income about £850. |
| Egham Food and Drink Day – Egham car parks. | Lost income about £850. |
- 4.3 Similarly, assuming that free parking was allowed in all of the town car parks for the special events mentioned in the next item on this agenda, the lost income for each event in Egham (up to four requested) would be in the region of £850 and for each event in Chertsey (up to three requested) would be £400.
- 4.4 Members will be aware of the Council's financial position and the need to make considerable savings and maximise income. The position has been considerably worsened by the Comprehensive Spending Review and this is likely to be reflected in a very unfavourable Rate Support Grant settlement in December.
- 4.5 Whilst the Council aims to do all it can to maintain the viability and vitality of its town centres by encourage local shopping, any concessions that reduce income will have to be met by further savings elsewhere. The reduction to two Saturdays free parking rather than the four previously offered prior to Christmas did not seem to impact on local shopping and on balance it is felt that for this year at least, no free parking should be offered.
5. Council Policy
- 5.1 The Council's Sustainable Community Strategy and Corporate Plan include the following aims:
- to play an effective role in enhancing the quality of life for residents and providing an attractive environment for businesses and visitors.

- A Runnymede that fosters economic prosperity, with strong, local businesses and vibrant town centres.
- 5.2 Members will wish to balance covering the costs of operating car parks with concerns about the impact on the viability and vitality of the towns and neighbourhood centres in the Borough.
6. Equality Impact Assessment
- 6.1 Parking Services has conducted and published an Equality Impact Assessment. Part of that assessment looked at the provision of parking facilities for disabled persons. All Borough car parks contain dedicated and marked provision for disabled badge holders who are currently also able to use the car parks without charge or time restriction.
7. Environmental Implications
- 7.1 Offering free parking could encourage the use of cars for shopping journeys rather than public transport.

**OFFICERS' RECOMMENDATION that -**

**no free parking be offered for either pre-Christmas or special events**

**(TO RESOLVE)**

Background Papers

None

8. TOWN CENTRE EVENTS 2010/2011 (DAL)

1. Purpose of Report

1.1 **The Council has received a request from the Egham and Chertsey Chambers of Commerce to hold several town centre 'community' events later in 2010 and throughout 2011 and which will require its co-operation in relation to the making of road closure orders and the issue of street trading licences.**

2. Background Information

2.1 The Council has previously received similar requests from the same organisers for one-off events in both Egham and Chertsey and these have been both popular and well run. The organisers have now requested that the Council give its approval, in principle, to the holding of several such events to enable them to commence planning in good time.

2.2 The events are described as 'community events' which will promote the towns and local facilities and are non-profit making as the intention is to support local charities and small local craft makers.

2.3 The Feoffees of Chertsey Market, by virtue of their Charter of 1599, are able to hold markets on "the one acre immediately to the south of St Peter's Churchyard" and remain unaffected by the usual requirement to obtain a street trading licence.

2.4 High Street, Egham is pedestrianised on Saturdays between the hours of 11.00am and 4.00pm and is a 'Licence Street' for the purposes of the street trading legislation.

3. Report

3.1 The organisers have indicated that they would like to hold, in High Street, Egham, a Christmas event on one Saturday in December 2010, an Easter event on 16 April 2011 and a Food and Drink event on 14 May 2011. There is also the possibility of a further event later in the autumn of 2011.

- 3.2 The organisers would also like to hold, in Guildford Street, Chertsey, and in conjunction with the Feoffees of Chertsey Market, a Goose Fair on 11 December 2010 and Easter events on 9 and 16 April.
- 3.3 It is possible that other similar events may also be held at other significant times.
- 3.4 The organisers have confirmed (i) that they have reached agreement with the Feoffees of Chertsey Market that the Chertsey events should be held in conjunction with them, (ii) that they are in discussion with the Highway Authority to agree the principle and practicalities of requisite road closures and (iii) are also in liaison with all local businesses to gauge commercial support and in order to be able to address any specific concerns that may arise.
- 3.5 The organisers would like the Council to suspend car parking charges for these additional events in the relevant town, as has been its practice for similar events in the past. However, this question will be determined by the Committee's answer to the question posed in the previous report.
4. Financial Implications
- 4.1 Suspension of car parking charges on the days in question will result in a loss of income to the Council as set out in paragraph 4.3 of the report above. Other than this the proposals carry no financial implications for the Council unless it chooses to make the road closure Orders without the reimbursement of the administrative costs which are, however, modest and can be minimised if all events are handled at the same time.
5. Legal Implications
- 5.1 The Council's role is in effect limited to:
- 5.1.1 supporting the application for road closure orders and, if so requested by the Highway Authority, to undertake the work to do so pursuant to the powers contained in the Town Police Clauses Act 1847.
- 5.1.2 promoting economic vitality in the local community. Feedback from previous similar events suggests that provided the needs of existing local businesses are taken into account, events similar to those proposed, prove attractive to shoppers and this helps to promote the town centres.
- 5.1.3 considering licensing applications. It is not intended that alcohol will be sold at the event so this aspect will not apply. Normal food safety legislation would need to be observed by stallholders.
- 5.1.4 considering the street trading application. In practical terms, this will only apply at Egham. Events run under the Chertsey Market Charter rights are exempt from the street trading legislation. As High Street, Egham is a Licence Street; the principle has already been agreed. The Council will however need to grant a licence to the organisers that will allow them to offer and sell goods on the public highway.
6. Council Policy
- 6.1 The Council's Sustainable Community and Economic Strategies include the aim of improving the economic, social and environmental wellbeing of the Borough through increased economic prosperity, social inclusion and opportunities and employment for all.
- 6.2 Additionally, the Council has indicated that it will work closely with business and those wishing to locate or expand in the Borough to maintain and improve the general economic prosperity. It also provides that the Council will continue to improve the general environment of our three main town centres whilst encouraging and maintaining local village economic vitality.
7. Conclusion
- 7.1 The proposal is consistent with the Council's policy aspirations for the economic vitality of its town centres. It is accordingly appropriate that Officers co-operate with the organisers in this venture so far as appropriate within the Council's statutory powers and duties.

**OFFICERS' RECOMMENDATION that –**

- i) **the request to hold various town centre events as envisaged in High Street, Egham and Guildford Street, Chertsey be approved in principle;**
- ii) **the Director of Administration and Leisure be authorised to make any requisite road closure orders pursuant to the powers contained in the Town Police Clauses Act 1847, subject to his being satisfied that all appropriate consultations and arrangements have been made;**
- iii) **the Director of Administration and Leisure be authorised to grant a street trading licence to allow goods to be offered for sale on the public highway in Egham for the duration of the events; and**
- iv) **all necessary co-operation within existing Council policy and budgetary provision be extended to the organisers.**

**(TO RESOLVE)**

Background Papers

Exchange of electronic communications filed on DAL's file 64 2 11 volume 2

9. SERVICE PLAN – 2010/2011 (DTS)

1. Purpose of Report

1.1 **The purpose of this report is to advise the Committee on current performance of the 2010/11 Service Plan.**

2. Background Information

2.1 In late 2008, a new strategy, planning and performance management framework of Sustainable Community Strategy and Corporate Plan was agreed for the Council and Committee-based Service Plans have continued to be produced since then.

2.2 The last Service Plans were based on an eighteen month cycle rather than the previous yearly programme to give greater continuity and avoid the need to update what are often ongoing targets.

2.3 In the June 2010 cycle of meetings, it was agreed that the 2008-2010 Service Plan would be extended until March 2011, in anticipation of a new Corporate Plan coming forward.

3. Report

3.1 Members are invited to note the current position on its Service Plan, attached at Appendix 'B'. The 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 report for 2010/11 as attached at Appendix 'B' be noted.**

**(TO RESOLVE)**

Background Papers

None

10. FINANCIAL MONITORING STATEMENT (DF)

1. Purpose of Report

1.1 **To inform the Committee of the latest financial projections for the 2010/11 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 2010/11 estimates approved by this Committee in January.

3. Report

3.1 The statement at Appendix 'C' is split into two parts

- Economic Development Services
- Highway Services

Each statement is split into two distinct parts:

- Projected budget and forecast
- 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. The achievement of the revenue reductions programme approved by the Council is one of the Council's key performance indicators and these savings targets are now included in this section of each statement. 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 second section of each statement 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.

11. 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 paragraph 3 of Part 1 of Schedule 12A of the Act.**

**(TO RESOLVE)**

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

		<u>Para</u>
a)	<u>Exempt Information</u>	
12.	ADDLESTONE TOWN CENTRE: POTENTIAL DEVELOPMENT	3 (To follow)
13	LAND AT MARLEY CLOSE, HARE HILL, ADDLESTONE	3

b) Confidential Information

(No reports to be considered under this heading)