

LEISURE AND ENVIRONMENT COMMITTEE

THURSDAY 11 NOVEMBER 2010 7.30PM

APPENDICES

<u>APPENDIX</u>	<u>REPORT</u>	<u>PAGE NO.</u>
A	FINANCIAL MONITORING STATEMENT	2
B	SERVICE PLAN	6
C	CHERTSEY MEADS MANAGEMENT LIAISON GROUP MINUTES – 7 SEPTEMBER 2010	32
D	ADDLESTONE LEISURE CENTRE JOINT MANAGEMENT COMMITTEE MINUTES – 21 SEPTEMBER 2010	42

LEISURE SERVICES
FINANCIAL MONITORING STATEMENT
Figures to the end of September 2010

PROJECTED BUDGET AND FORECAST

	2010/11	Future Years		
	Budget £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000
Approved Budget:				
Egham Leisure Centre	372	372	372	372
Addlestone Leisure Centre	347	347	347	347
Leisure & Sports Development	169	169	169	169
Play & Youth Activities	190	190	190	190
Chertsey Museum Service	181	181	181	181
Allotments	34	34	34	34
Public Halls	276	276	276	276
Parks and Open Spaces	1,390	1,390	1,390	1,390
Cemeteries	111	111	111	111
Closed Churchyards	19	19	19	19
Total approved budgets	3,089	3,089	3,089	3,089
Approved and reported changes:				
<u>Planned Underspends carried forward from 2009/10 (CMC - May 2010):</u>				
Public Halls - Design and printing of new folders		1		
Public Halls - Works to Thorpe Village Hall car park		1		
Cemeteries - Supply and erect bowtop fencing		1		
Cemeteries - Replacement noticeboards		4		
Closed Churchyards - Specialist memorial restoration work		1		
<u>Changes approved in Financial Forecast (CMC - October 2009):</u>				
Egham LC - All Weather Pitch contract with Azzurri Sports		-24	-35	-35
Cemeteries - Increase in income - Target 19 (CMC - Dec 2008)		-10	-40	-40
General - Increase charges by 3% more than inflation		-10	-10	-10
<u>Other approved changes:</u>				
Charitable Trust for Leisure Centres (CMC - Apr 2010)		-150	-150	-150
Addlestone LC - Reduced opening hours (CMC - Apr 2010)	-20	-50	-50	-50
Egham LC - Grounds maintenance staffing (CMC - Apr 2010)	-10	-10	-10	-10
Parks - Staggered hours & other measures (CMC - Apr 2010)		-50	-50	-50
Parks - Removal of RPG income & expenditure (CMC - Apr 2010)	37	37	37	37
Cemeteries - Further increase in income (CMC - Sept 2009)	-20	-20	-20	-20
Other potential changes:				
Play & Youth Activities - Charges no longer subject to VAT	-8	-8	-8	-8
Play & Youth Activities - Repayment of VAT on prior year charges	-35			
Chertsey Museum Service - Contributions now subject to VAT	27	9	9	9
Cemeteries - Fewer burials - Income target unlikely to be met	20	20	20	20
Latest Budget Projections	3,088	2,823	2,782	2,782

LEISURE SERVICES FINANCIAL MONITORING STATEMENT Figures to the end of September 2010

CURRENT YEAR KEY BUDGET INDICATORS

	2010/11	Budget	Actual	Variance to date	
	Budget	to date	to date	£	%
	£	£	£		
Income from:					
Egham Leisure Centre - Membership	460,300	229,900	238,649	8,749	3.8%
Addlestone Leisure Centre Membership (see below)	168,500	83,600	77,424	-6,176	(7.4%)
Public Halls fees and charges	194,300	98,800	89,800	-9,000	(9.1%)
Cemetery fees and charges	155,000	65,200	49,800	-15,400	(23.6%)

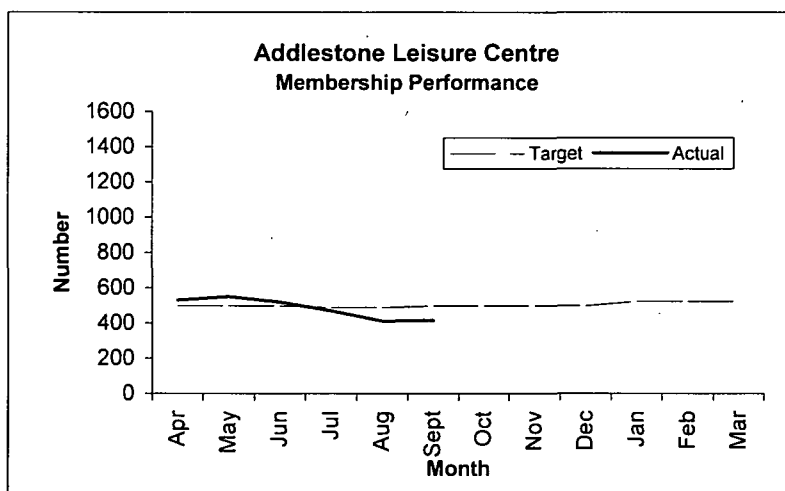
Note:

The budget for Addlestone Leisure Centre Memberships does not take account of the predicted loss in income resulting from the change in opening hours. It is estimated that this will result in a loss of £15,000 in the current financial year. Overall the changes to the opening hours are expected to save the Council £20,000 this year.

LEISURE CENTRE MEMBERSHIP INFORMATION

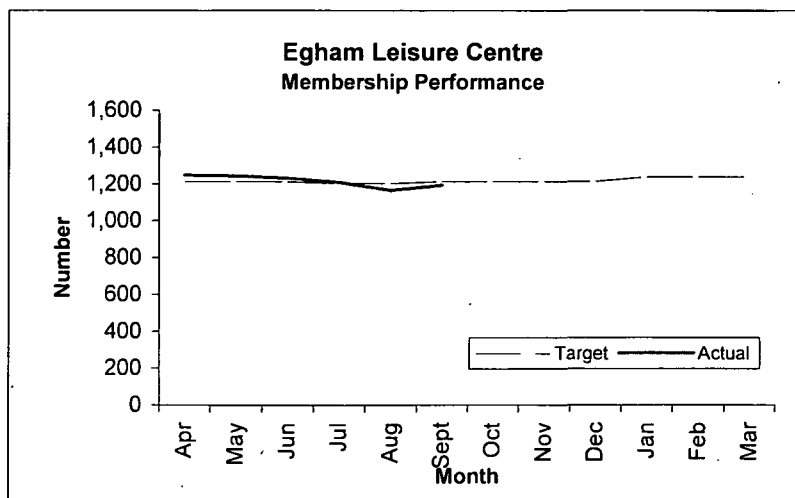
Addlestone LC - No of members

Month	Target	Actual
Apr	498	530
May	498	551
Jun	498	519
Jul	488	471
Aug	488	413
Sept	498	415
Oct	498	
Nov	498	
Dec	498	
Jan	523	
Feb	523	
Mar	523	



Egham LC - No of members

Month	Target	Actual
Apr	1,213	1,249
May	1,213	1,245
Jun	1,213	1,233
Jul	1,203	1,209
Aug	1,203	1,166
Sept	1213	1,194
Oct	1213	
Nov	1213	
Dec	1213	
Jan	1238	
Feb	1238	
Mar	1238	



ENVIRONMENTAL SERVICES
FINANCIAL MONITORING STATEMENT
Figures to the end of September 2010

PROJECTED BUDGET AND FORECAST

	2010/2011	Future Years		
	Estimate £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000
Approved Budget:				
Pollution Control	268	268	268	268
Local Air Pollution	31	31	31	31
Occupational Health, etc	137	137	137	137
Food Safety and Hygiene	170	170	170	170
Pest Control/Dog Warden	39	39	39	39
Recycling and Environmental Issues	371	371	371	371
Green Waste Collection	45	45	45	45
Refuse Collection	1,005	1,005	1,005	1,005
Street Cleansing and Litter Squad	617	617	617	617
Abandoned Vehicle Collection	31	31	31	31
Anti-Graffiti & Street Care Team	72	72	72	72
Public Conveniences	35	35	35	35
Total approved budgets	2,821	2,821	2,821	2,821
Approved and reported changes:				
<u>Planned Underspends carried forward from 2009/10 (CMC - May 2010):</u>				
Pollution Control - Signage and monitoring of air quality	1			
Pollution Control - Contaminated land software and consultancy	8			
Occupational Health - Smoke free signage (grant carried fwd)	11			
<u>Changes approved in Financial Forecast (CMC - October 2009):</u>				
Refuse - Vehicle maintenance costs		-36	-21	-6
Street Cleansing - Vehicle maintenance costs		-24	-14	-4
General - Increase charges by 3% more than inflation		-17	-17	-17
<u>Other approved changes:</u>				
Recycling - Contribution to Surrey Waste Strategy (L&E - June 2008)	39			
Recycling - Replacement recycling contract (Council - Apr 2010)		-226	-238	-213
Other potential changes:				
Green Waste Collection - Fewer Direct Debit customers	-5	-5	-5	-5
Refuse Collection - Reduction in Trade Waste disposal costs	-20	-20	-20	-20
Refuse Collection - Reduction in Trade Waste income	30	30	30	30
Latest Budget Projections	2,885	2,523	2,536	2,586

CURRENT YEAR KEY BUDGET INDICATORS

	2010/11	Budget	Actual	Variance to date	
	Estimate	to date	to date	£	%
	£	£	£		
Income from:					
Trade Refuse collection	511,900	427,000	402,537	-24,463	(5.7%)
Green Waste - Subscriptions to service	180,500	178,300	184,470	6,170	3.5%

ENVIRONMENTAL SERVICES
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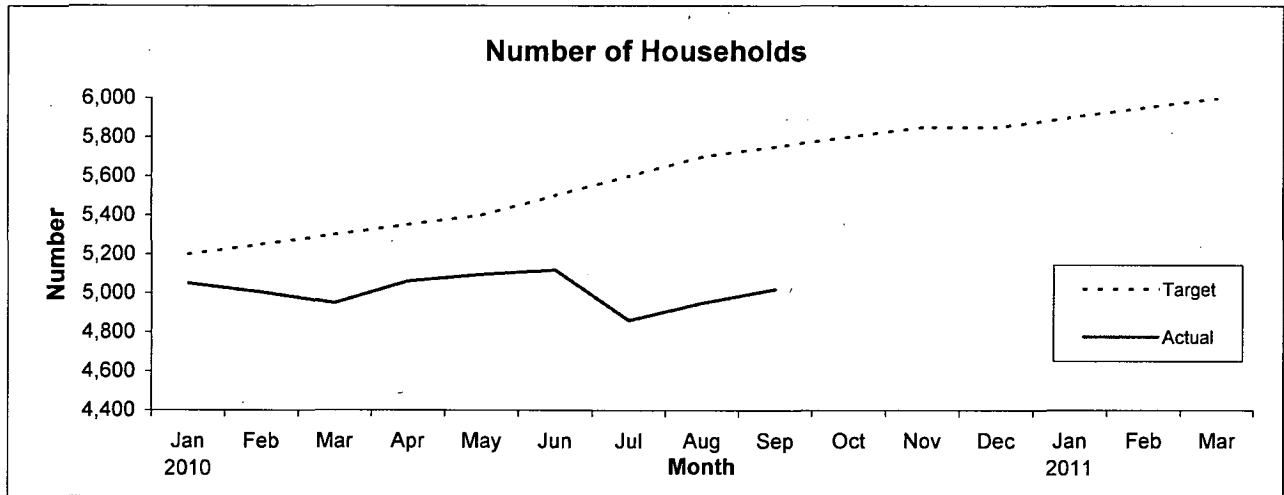
GREEN WASTE SUBSCRIBERS

Number of households		
Month	Target	Actual

Jan 2010	5,200	5,052
Feb	5,250	5,005
Mar	5,300	4,949
Apr	5,350	5,062
May	5,400	5,095
Jun	5,500	5,119
Jul	5,600	4,861
Aug	5,700	4,949
Sep	5,750	5,021
Oct	5,800	
Nov	5,850	
Dec	5,850	
Jan 2011	5,900	
Feb	5,950	
Mar	6,000	

Wheeled bin take up		
Bags	Bins	%

4,805	247	4.9%
4,698	302	6.0%
4,549	400	8.1%
4,605	457	9.0%
4,589	506	9.9%
4,578	541	10.6%
4,288	573	11.8%
4,324	625	12.6%
4,362	659	13.1%



Leisure and Environment Committee Service Plan: October 2008 – March 2011

Summary

This plan reports on performance against those actions that the Council has agreed must be taken to achieve continuous improvement in service priorities for Leisure, Environment and Community Safety.

It combines the targets that have been agreed within the –

- Sustainable Community Strategy and Strategic Plan - SCS
- National Indicator Set - NI
- Local Area Agreement (2008-11) - LAA
- Corporate Governance Requirements - CGR
- Crime, Disorder and Drug Reduction Strategy (2008-11) - CDD
- Equality Policy and associated Equality Impact Assessments - EP
- Carried forwards from Strategic Plan (2005-2010) - SP
- Risk Management Plan - RMP
- Play Strategy - PLS
- Carried forwards from Best Value review - BV
- Capital Programme - CP
- Data Quality Policy - DQP
- Procurement Strategy - PS

The 'Source' column of the table below indicates the source document for the action point

The key business and community areas covered in Service Plan are:

Quality
 Young People
 Access & Opportunities
 Health
 Open Spaces

Review of Service
 Partnership Working
 Community Engagement
 Street Cleansing
 Quality of Life and Air Quality

Refuse Collection
 Recycling
 Business Development

Performance:



Progressing well



At risk of not being delivered and may require intervention





Failing



Action complete



LEISURE

1.0 Young People and Community Engagement


Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.1	SCS V6 L1 S7	Play schemes (5-11yrs)	Leisure Development Manager	March 2011	Changes to funding of the service. Lack of cohesive partnership working i.e. Early Years, OFSTED Staff time and financial resources for directly provided activities.	400 attending play schemes 80% of feedback rating schemes as excellent and very good £10,000 of sponsorship and external funding		274 different young people took part in summer 2010 programme, with an attendance figure of 1889. Down on last year due to the economic climate. Satisfaction level on activities was 94% in 2010 £10,000 from Procter and Gamble for 2010 for summer activity programme.
1.2	SCS V6 L1 S7	SPLASH (11-16yrs)	Leisure Development Manager	March 2011	As above	150 participants in the splash programme		112 different young people took part in summer 2010, with an attendance figure of 893. For 2010 the scheme was run in partnership with Spelthorne and costs are being shared. P&G also sponsored the Spelthorne provision.


7


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Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.3	SCS V6 L1 S7	Museum education service e.g. archaeology club and holiday programmes	Chertsey Museum Curator	March 2011	As above	<p>6,200 participants in on site and off site school activities.</p> <p>70 schools affiliated to the Museum</p> <p>400 attendances at holiday activities</p> <p>maximise possible number of members of the Young Archaeological Club</p>		<p>All targets exceeded with 3,188 education visits and 6,844 visits to schools in 2009/10 (figures now separated)</p> <p>91 affiliated schools 2009/10</p> <p>570 attended holiday activity programmes 2009/10. (Includes YAC, '15 minutes of fun' and Under 5 club)</p> <p>89 members of the Young Archaeological Club (each session can take 30 at any one time) 2009/10</p>
1.4	SCS U1 L1 S7	Annual Youth Festival	Leisure Development Manager	Sept 2008	<p>Lack of interest form partners.</p> <p>Funding sources include Youth Opportunity fund, members allowance, P&G.</p>	<p>500 attendances at Festival</p> <p>Funding of the event from external sources</p>		<p>Youth festival 2010 run in partnership with Spelthorne. The numbers attending was not monitored as it was in Staines High Street but was estimated in excess of 1500. All those on Splash on the day of the event attended.</p> <p>TARGET COMPLETED TO BE REMOVED FROM PLAN</p>


6

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.6	SCS L1	Facilities and activities for teenagers	<p>Young People Task Group</p> <p>Head of Leisure</p> <p>Police</p>	December 2010	<p>Lack of partnership working and human resources. Information on what young people would like to see provided.</p> <p>Internal and partner resources, funding for specific activities, play rangers, extended activities, access to schools and other community facilities</p>	<p>5 new activities and facilities set up or provided per year</p> <p>800 attendances at Xpload over the year.</p>		<p>Sport unlimited applications are to be made for new sports including Squash, Basketball and Netball starting in 2011.</p> <p>New activities in the year included a street week, multi sports day, have a go day (linked to Surrey Youth Games), purchase of dance mats for Egham Leisure Centre and creative communities project.</p> <p>98 ROAR activity sessions were held over the school holidays and after-school during term time October 09 to September 10.</p> <p>700 attendances at Xpload in 2009/10 at 11 events. Xpload's last event is in October 2010.</p> <p>16 people (73 attendances) took part in the Easter multi-sports week</p>

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.7	SCS V6	Encourage increased provision of after-school clubs and schemes for vulnerable young people	Community Learning Partnership Young People Task Group Leisure Development Manager	March 2011	Schools unwilling to participate and allow access to their facilities School confederations to get involved identifying needs and opportunities. Can be linked into work of Play rangers and extended activity funding aimed at semi sporty children	350 Junior Gym visits 230 participants in SYG training. 400 Sport unlimited attendances 2000 participants in the ROAR programme over the 3 year period of the scheme		After school activities and attendances: 894 visits for pay as you go and Junior Gym Membership (April – Sept 2010). 128 different young people attended SYG training in 2010. 1375 different children have taken part in ROAR over the two years to date, with an attendance figure of 2725 in the year October 09 to September 10. There were no referrals to the play scheme in Summer 2010. Two looked after children attended the play scheme free of charge.

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.8	SCS V6 S7	Creative interventions and support for vulnerable young people	Community Learning Partnership Young People Task Group Head of Leisure Community Safety Manager	March 2010	Required input from the Police, Youth Service and other partners involved in delivery for young people Financial resources required to provide staff, venues and ability to identify target groups/areas	Creative Communities project set up. Install Heathervale Youth Shelter Runnymede Open Access Recreation (ROAR) activity programme developed		Creative communities completed with an exhibition of the final project at Chertsey Museum in November 2009 Heathervale shelter lighting installed for March 2010. (see report elsewhere on this agenda) ROAR programme now operating across a number of sites in the Borough during both holiday and term times. Financial support for the BMX track refurbishment at Brackendene through the Youth Capital Fund.

12

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.9	SCS L1 U2 PLS	Maintain Youth Council - continue to consult with young people on their needs	Leisure Development Manager	March 2011	<p>Staff to oversee the group</p> <p>Participation of and access to young people</p> <p>Promotion through RBC, Youth Service and Police.</p> <p>Financial and staff resources for specific projects require</p> <p>Will require continued close links with the Youth Service.</p>	<p>12 Youth Council Members</p> <p>£85,000 of Youth Opportunity Fund distributed</p> <p>6 Consultations carried out with young people</p>		<p>Youth Council has 10 members, with one representative on the Youth Parliament to date.</p> <p>Youth Council is continuing to distribute £36,000 (funding was reduced from £85,000 to £36,000) available through Youth Opportunity Funding for revenue and capital projects. Half of the total is for Egham Hythe as a priority area</p> <p>Runnymede Youth Council meets 10 times a year</p> <p>Summer activity consultation completed.</p> <p>Thorpe play provision constructed and final consultation on skate area complete.</p> <p>Consultation on Pooley Green play area is to be completed. Consultation with users at Aviator Park.</p>

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.10	SCS U1	Support locally-focused events	Head of Leisure Parks and Amenities Manager Leisure Development Manager	March 2011	Raising awareness of support available and ensuring this is not over stretched. Sign post to external funding.	20 events supported with funding or in kind support.	G	Regular annual events include sports awards, literary festival, bands in parks and summer fetes and fairs. New events for 2009/10 included the Filming East Festival, Youth Awards, Play Day and Museum month launch.
1.11	SCS U2	Encourage/reinforce community identity and engagement	Head of Leisure Community Safety Manager	March 2011		Development and support of community led events	A	Scoping work will await details of DCLG Bill – timetable yet uncertain See 1.10
1.13	SCS U3 U2	Continue to encourage the work of local groups and individuals in cultural services through grants, utilisation of partnership and external funding opportunities to facilitate grass roots provision.	Head of Leisure	March 2011	Limited local, regional and national funding. Lack of dedicated arts development officer Staff time and local grant aid availability.	£6,500 available though the Arts Development Steering Group (ADSG). 20 sports grants distributed. 4 grant applications for external funding	G	Arts Development Steering Group funding is ongoing with 12 projects supported in 2009/10 and 2 projects so far in 2010/11 In 2010 to date 7 sports grant applications have been received. Grant Aid is still being provided to operate the ROAR project. £79,000 over three years. There are currently 5 applications to AIR relating to Runnymede or partner projects.

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
1.12	SCS U1 U2 BV	Identify opportunities to further increase usage and revenue streams at the community halls including local management options.	Head of Leisure Community Halls Manager	March 2011	Budget to effectively market the centres. Staff time to develop a marketing plan and initiate discussions with local groups.	Budget estimated income of £196,000 for 2009/10 3,500 bookings across all halls Develop marketing material	G	Income for 2009/10 of £197,000. 3,345 hall bookings across three sites 2009/10. 134 up on previous year. Loss of playgroup at Thorpe Village hall could see a reduction in usage. New promotional material is currently being produced.



LEISURE

2.0 Sports and Leisure Facilities

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
2.1	SCS L2	Take opportunities presented by 2012 Olympics	Head of Leisure Leisure and Culture Task Group	2008-2011	Lack of interest locally, staff time, funding to deliver potential projects, lack of clear guidance on what can and cannot be linked to 2012 Funding for 2012 focused activities, local clubs and organisations, Sport Runnymede, Surrey co-ordinator.	Set up a task group and Develop an action plan and for the period up to 2012	G	Bandstand Marathon was a cultural Olympiad event that Runnymede participated in. 2012 group is now up and running including representation from Royal Holloway and business partnership. Application has been made to have the torch relay come through the Borough. Sporting re-enactment planned for 2011
2.2	SCS U1	Take opportunities presented by the Octocentenary of Magna Carta in 2015	CE	15 June 2015	Staff time, funding to deliver potential projects	Appropriate celebratory commemorative events	G	Runnymede Council Magna Carta Member Working Group has been set up and reports will be submitted in due course. Official launch event on 12 November 2010

16

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
2.3	SCS L4	Take opportunities to enhance formal leisure facilities	Head of Leisure Facilities Manager	March 2011	Facilities manager and HOL time. Capital funding through internal and external means.	Identify opportunities to improve and enhance facilities.	G	<p>Some minor improvements and new equipment has been provided at the Leisure Centres. Further enhancements will be dependent on the trust set up.</p> <p>The service review has recommended the setting up of a Leisure Trust at which point there would be an opportunity to invest any surpluses back into the facilities.</p> <p>Victory Park pavilion refurbishment complete. Part funded by a grant from Early Years.</p>

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
2.4	NI 8	Report on NI 8 - Adult participation in sport and active recreation	Head of Leisure	2008	Size of sample means figures should be considered with caution. Sport England funding annual update of figures. Resources will need to be identified if this is continued	Participation rates for 2007 were 26%. Volunteering 4.7%. Satisfaction 67.2% Membership Egham 1209 Addlestone 506		Active people survey 3 2009 figures for participation were 26%. Volunteering 5.5% and satisfaction 70.2% Gym Memberships September 2010 Egham 1194 Addlestone 415 Fall off at Addlestone due to change in opening hours to evenings and weekends only. TARGET COMPLETED TO BE REMOVED FROM PLAN
2.5	SCS L3	Improving access to and enhancing provision of parks and open spaces	Head of Leisure Parks and Amenities Manager Head of Planning Environment Task Group	March 2011	Time and funding to carry out the works. Internal and external partners to share the workload and also to be used to make applications for external funding.	6 applications to fund projects to enhance open space.		First Play Builder project delivered. Funding for second project on hold. AIR applications outstanding for Bishops Way youth shelter, Chertsey Meads signage and Hythe Park community orchard. Seeking funding for accessible play equipment for Victory Park

18

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
2.6	SCS E3	Improving access to the natural environment	Head of Leisure Head of Planning Environment Task Group Parks and Amenities Manager	March 2011	Legislation and planning considerations. Human resources to identify where improvements are required. Funding for improvements.	Completion of works in 5 areas to improve access.	G	Some SANGS works have been completed at St Anne's Hill. An AIR application for improvements to the Basingstoke Canal did not get funding. Timber Hill car park improved in 2009. Boardwalk application is being developed for Chertsey Meads
2.7	SCS E4	Encourage awareness of and involvement in the natural environment by young people	Environment Task Group Single Services group for young people. Community Learning Partnership	2010	Lack of interest from young people, specific young people's services unable to support initiatives. Youth Service, Schools, RBC develop a programme of activities.	5 projects aimed at raising awareness of the natural environment for young people.	G	September 2009 saw an event at Hythe Park looking at the number of bats in the local area. ROAR activities continue to take place in open spaces. School visits to Cabrera Riverside Walk and Chertsey Meads.
2.8	ES	Develop projects with partners based around the River Thames and other tourist attractions.	Head of Leisure	March 2011	Funding from organisations including the environment agency. Planning issues. Staff time	Identify opportunities to develop projects on the Thames and with tourist attractions.	G	Discussions continue to take place with the River Thames Alliance.


Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
2.9	SCS E1 L3	Continue to promote the use of allotments and identify opportunities for self management	Head of Leisure Parks and Amenities Manager	March 2011	Funding to develop new or expand existing allotments. Identifying the need and which areas to target Capital or external funding. Revenue budget to cover additional service costs. Plot holders' lack of interest in adopting self management, staff time	100% capacity at all allotment sites. Identify opportunities to develop more plots/sites 5 self managed sites	G	Approx 140 people on allotments waiting list Re provision of allotment site planned for Hythe Park – subject to funding being secured. No further progress on new self managed sites. service review of allotments is being undertaken to identify additional space within existing sites, opportunities to expand sites and possibility of all sites being 'self managed'
2.10	SCS L3 PLS	New Hythe Park to include an allotment site.	Parks and Amenities Manager	October 2008	Currently the allotments are not funded. Approval for external bodies e.g. Environment Agency.	Completion of the new allotments	A	Allotment provision has still to be funded.
2.11	SCS L3 PLS	Continue to invest in the parks, maintain the current high standards of provision, and improve where identified by need. Includes play area refurbishments and new builds.	Parks and Amenities Manager	March 2011	Staff available to deliver the projects. Future revenue and capital funding reduced. Funding for a number of schemes identified in capital programme and through revenue funding of ongoing works. Also Heritage Lottery Funding opportunities.	Complete 10 projects Investment of £500,000 into new play provision	G	2 projects completed at Hythe Park £100,000 Play Builder funding for two projects reduced to £50k. First project complete summer 2010 in Thorpe. £300,000 capital funding for play areas is currently on hold

LEISURE

3.0 Health and Inequalities

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
3.1	SCS (i) EP	Carry out Equality Audits and impact assessments will be carried out on all the service areas and new policies and procedures in the leisure area.	Head of Leisure	2010	Staff time	All service areas and new policies to be subject to equality impact assessments.	G	The impact assessments are continuing to be carried out in line with the programme.
3.2	SCS (i) EP	Report on progress against departmental Equality Action Plans	All	Half-yearly report	Refer to departmental Equality Action Plans (EAPs)	5 objectives in the directorate equalities action plan	G	4 objectives have been completed. The final objective is not due for completion until 2012.

21





Ref.	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
3.3	SCS (i) L1 EP	Increase the level of leisure facility use by disadvantaged groups.	Head of Leisure	2008/2009	Funding and developing links with local interest groups. Staff time	Looked after children (LAC) and carers to be offered free access to leisure facilities. Discounts available for specific target groups		<p>A number of groups are continuing to use facilities include fairways, bright lights, swan club, stroke club.</p> <p>Investigating initiatives linked to adults with learning disabilities and strokes to include specific weight management courses and rehabilitation sessions run at leisure centres.</p> <p>Details of LAC and carers have been provided by the County and a number have taken up the offer of access to gym memberships and the summer programme.</p> <p>Investigating an application to 'aiming high' which provides funding for capital projects aimed at disability facility provision.</p>




Ref.	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
3.4	SCS (i) EP	Continue to work with sports clubs to identify routes of entry for young people and disabled.	Sports and Leisure Development Manager	March 2011	Lack of co-operation and resources to work with the clubs. Internal resources in the form of time and access to external funding/coaching.	230 attend Surrey Youth Games training. 130 participants in the games 20 coaches and 7 clubs lead on training sessions. 4 clubs per year to become accredited	A	Youth Games in 2010 - 128 children attended training, 72 took part in the competition with. 22 coaches and 8 clubs. 2 Clubs accredited and one football club obtained charter standard.

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
3.5	SCS F5 NI 56 (LAA)	<p>Work with Surrey PCT to promote health and wellbeing: Obesity.</p> <p>Weight management courses continue at ALC.</p> <p>Increased allotment use promotes healthy eating and exercise</p> <p>Encourage increased use of the facilities available for a range of recreational activities. This will include work with key partners.</p>	<p>Sports and Leisure Development Manager</p> <p>Leisure Centre Management</p> <p>Healthy and Vibrant Task Group</p> <p>Young People Task Group</p>	March 2011	<p>Local interest</p> <p>Partner involvement</p> <p>Internal human resources required.</p> <p>Funding required to ensure schemes are sustainable</p>	<p>Surrey-wide LAA: Obesity: % of children in Year 6 Yr 1 - 13.66%</p> <p>Programme sign-up numbers</p> <p>Public Health Annual report</p> <p>400 sport unlimited participants</p>	G	<p>7 families signed up to MEND (Mind Exercise Nutrition Do it) project in April 2010</p> <p>Yr 6 obesity levels 18.3% highest in the county.</p> <p>Allotments fully let</p> <p>Junior gym available for 12- 15 year olds.</p> <p>'fit for life' programme continuing at both leisure centres. 1047 visits (April – September 2010)</p> <p>Funding for extended hours now available county wide and projects are being bid for by RBC. 350 attendances at the initial programmes</p>
3.6	SCS U3	Pursue Two Wards Project: Addressing inequalities in Englefield Green West and Chertsey St Ann's	Two Ward Project Group	Ongoing	<p>Partner involvement in multi-agency project</p> <p>Data only available on release of Indices of Multiple Deprivation (IMD) every three years (next in 2010)</p>	Tackling relative deprivation as measured by IMD	G	Data not yet available for 2010



LEISURE

4.0 Operational

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
4.1	PLS	The delivery of the portfolio of projects as identified in the play strategy to draw down the £200,000 made available to Runnymede as part of the National Lottery play funding.	Head of Leisure	September 2008	Lack of resources to deliver on the projects. Staff and other stakeholders' time.	Recruitment of Activities co-ordinator. Completion of capital projects at Hythe Park		The first year report to the Big Lottery has been submitted. There has been some under spend in year one which will be carried forward. Part of this has covered the purchase of a van for the ROAR project. All capital projects are complete TARGET COMPLETED TO BE REMOVED FROM PLAN
4.2	SCS V6 L1 S7	Play scheme and holiday programme annual review	Sports and Leisure Development Manager Play & Youth Development Officer	March 2011	None identified but this is linked into budget savings for 2006/2007 Staff time	Annual report to Committee reviewing the service.		The annual report on the Play and Splash schemes is elsewhere on this agenda
4.3	SCS (iv)	Green Flag Two Parks	Parks and Amenities Manager	2009	Cost of preparing parks for competition	Victory and Ottershaw Parks achieved Green Flag status in 2007, 2008 and 2009		No application is being made in 2010. TARGET COMPLETED TO BE REMOVED FROM PLAN
4.4	SCS (iv)	Museum Accreditation	Chertsey Museum Curator	In place	Cost of re applying and a reduction in the level of service.	Current accreditation until 2010.		TARGET COMPLETED TO BE REMOVED FROM PLAN

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
4.5	SCS (iv)	Play service OFSTED accreditation	Play & Youth Development Officer	March 2011	Staff training, sites available, maintaining required staffing levels, funding. Maintain current levels of training and types of sites.	All 4 sites are currently classed by OFSTED as good		Four sites operational in 2009 all had good OFSTED rating. There were no inspections by OFSTED in 2010 but Early Years reviewed two sites who improved their SACERS* score. (see report elsewhere on this agenda) *School-age Care Environment Rating Scale
4.6	SCS (iv)	Cemeteries Charter Status	Cemeteries Registrar	In place	Reduction in funding could impact on charter status Maintain service at the current levels	The cemeteries currently have charter status. Improve the current score when next applied for.		TARGET COMPLETED TO BE REMOVED FROM PLAN
4.7	SP	Carry out a review of the land available at each cemetery to satisfy likely future demand.	Cemeteries Registrar	2009-10	Land availability Staff time in carrying out the review	Completion of land review		Next review to be reported to this Committee in Jan 2011




ENVIRONMENT





Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
5.1	SCS E5	Champion effective flood alleviation schemes	Environment Task Group	March 2011	Local schemes related to Lower Thames Flood Strategy and not qualifying for individual funding	<p>Number of 'wet spot' gullies improved (SCC)</p> <p>Chertsey Bourne scheme</p> <p>Lower Thames Scheme</p>		<p>Support given to Lower Thames Flood Risk Management Strategy November 2009</p> <p>Multi-agency Flood Plan completed April 2010</p> <p>- Facilitating Runnymede Flood Forum</p> <p>- Working towards Surface Water Flood management Plans</p>
5.2	SCS R2	Increase focus on waste and recycling in the commercial and industrial sector	Director of Technical Services	March 2011	<p>Business sector resistance</p> <p>Increased costs</p>	10% increase in commercial recycling		<p>Encourage recycling through Runnymede Business Partnership</p> <p>Investigate commercial recycling by DSO after change to fortnightly refuse collection introduced</p>

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
5.3	SCS R1	Investigate the viability of extending the recycling scheme to additional materials, and to include schools, colleges etc. in our collection service	Head of Env. Protection	February 2011	None	New materials being recycled and inclusion of schools	G	New contract with Biffa to include collection of plastics, cardboard, tetrapak and food waste
5.4	SP	Increase the percentage of population resident in the borough which are served by a kerbside collection of recyclables	Head of Env. Protection	Ongoing target to achieve 100% to include all multi- occupancy properties	Technical difficulties of providing the service	100% of residents included in scheme	G	99.8% of residents now included in scheme and contractor co-operating well with addressing servicing flats New scheme to be rolled out to flats gradually
5.5	NI 191	Decrease Residual household waste per head	DSO Manager	Annual	Depends on increased rates of recycling from households	To be reassessed from 2011 with new refuse/ recycling scheme	A	618 kg per head of population in 2009/10 compared to 718 kg for 2008/09 Substantial reduction expected from February 2011 with new recycling scheme and fortnightly refuse collections




28

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
5.6	NI 192 (LAA) (Priority PI)	Household waste recycled and composted	Recycling Officer	Annual	Depends on substantially increased rates of recycling from households	LAA Targets now abolished	G	<p>There will be a considerable increase in amount of waste recycled from 2011/12 onwards when new recycling contract takes effect.</p> <p>Aim is to achieve at least 50% recycling rate (Current rate 26%)</p>
5.7	SP	Develop and promote existing green garden waste collection scheme	Head of Env. Protection	2009/10	<p>Start up costs in 2004/05 - £200k provided by Defra. Scheme to be self financing.</p> <p>Charges per annum:- 1 sack - £25 2 sacks - £40 3 sacks - £45 Reduced by £5 for residents paying by annual direct debit Additional sacks £11.50 each.</p>	Recruit 1000 new households	A	<p>Over 5,000 residents have now joined this borough wide scheme. Recruiting additional households is proving difficult despite advertising and publicity</p> <p>Current rate 5.87% compared to 4.75% of household green waste recycled in 2008/09</p> <p>Wheeled bins now sold to residents for £34 (half price for those in receipt of means tested benefits). 535 sold.</p> <p>Same charge as 3 sacks applies.</p>
5.8	SCS R4 NI 186 (LAA)	Per capita reduction in CO2 emissions in the LA area	Director of Technical Services	Annual	Data provided by Defra. Some is national data aggregated to the local area	LAA Targets now abolished	G	<p>RBC has endorsed the Surrey Climate Change Strategy, which aims to reduce emissions</p> <p>This National Indicator has now been revoked</p>

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
5.9	SP	Continue to lobby for quieter road surfaces and acoustic screening	Head of Env. Protection	Achieve quieter road surfaces and acoustic screening along length of M25 and M3 within Runnymede	Yes – from the Highways Agency (HA) Resources and commitment from the Highways Agency and contractors where no widening is taking place	Acoustic screening and quieter road surfaces on M3 and M25 running through Runnymede		The Highways Agency provided this in conjunction with the widening of the M25 – resulting in quieter environment for residents. Most M25 now provided with acoustic screening, but not M3. Ongoing – there have been no developments during 2010/11
5.10	SCS T4 NI 194	Monitor and seek improvements in Air Quality in Runnymede: Level of air quality – reduction in NOx and primary PM10 emissions through local authority estate and operations	Director of Technical Services Head of Env. Protection	Collaborate with the Air Quality Group for Surrey	Government resources and consequent demands on vehicle owners. Government commitment as majority of improvements will come from changes to vehicle emissions on motorways	Ensure Air Quality Reviews required by the Government are carried out.		Air Quality reviews have been carried out and approved by DEFRA NI 194 has now been revoked work is ongoing and monitoring is being expanded in Egham in relation to implications of the airtrack proposals
5.11	SCS E5 NI 188	Adapting to climate change	Director of Technical Services	Annual	Needs corporate response based on actions across departments	Performance judged against prescribed levels (0 – 4)		In the first year of reporting this NI. the level was 0, and work was ongoing to achieve level 4 by 2013, however, this National Indicator has now been revoked

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
5.12	SCS R4 NI 187	Tackling fuel poverty – people receiving income based benefits living in homes with a low energy efficiency rating.	Energy Projects Officer	Annual	Cost of carrying out and analysis of annual survey	Reduction to zero the proportion of households with SAP rating below 35		Baseline year amended. 2009/10 has been reported showing improvements of 1.95% for SAP < 35 and 6.42% for SAP > 65 This National Indicator has now been revoked
5.13	NI 197	Improved local biodiversity – active management of local sites	Parks and Amenities Manager/ Senior Impact Assessment Officer	Annual	Cost of survey work and ongoing management	increase in % of sites under positive conservation management year on year.		No current improvements recorded
5.14	NI 185	CO2 reductions from LA operations	Director of Technical Services	Annual	Most data appears to be available from existing sources	reduction in % and tonnage of CO2		This National Indicator has now been revoked
5.15	SCS S3 NI 195 NI 196 (Priority PIs)	Reducing incidents of litter, dog fouling and fly-tipping Improved street and environmental cleanliness 1. Levels of graffiti, litter, detritus and fly posting. 2. Fly tipping	Head of Engineering DSO Manager Community Safety Manager /CDRP Head of Engineering	March 2011	Staff sickness levels and problems recruiting/retaining reliable staff Reliable DSO staff	2009/10 NI 195 a) 4% b) 6% c) 1% d) 0% NI 196 479 fly tipping incidents in 2009/10 (reduced from 574 in 2008/09)		Improvements in cleanliness and fly tipping over previous year 'Barrow Beat' operatives have improved town centres

31

Ref	Source	Action	Project Lead	Implement by (not later than end March 2011)	Barriers to Implementation / Additional Resources Identified	Target Outcomes	Performance	Comments
5.16	CGR	Refuse Collection	Head of Engineering	March 2011	Staff sickness levels and problems recruiting/retaining reliable staff Reliable DSO staff	No more than 30 complaints of missed bins a week and late collections		Normally achieve less than the limit of 30 complaints per week.
5.17	SCS S3	Control dog fouling through encouraging responsible pet ownership	Head of Engineering	March 2011	Inadequate enforcement resources Full-time Enforcement Officer(s)	Original target to install 30 new dog bins per year until all wards provided for has been superseded. Installation now on request.		Additional bins installed on request Warning letters sent to 'offending' dog owners where identified
5.18	SCS S3	To develop partnerships with food takeaway outlets	Head of Engineering	March 2011	Co-operation of Traders and schools for competition	Litter free Schools competition currently has 21 schools participating		Working with worst offending takeaways when identified

Runnymede Borough CouncilCHERTSEY MEADS MANAGEMENT LIAISON GROUP7 September 2010 at 7.30 pmMembers of the
Group present:

Councillor C J Norman	Runnymede Borough Council
Mrs J Boater	Sustrans
Mrs M Buck	Residents' Representative (Hamm Court)/Local Horse Riders
Councillor D A Cotty	Residents' Representative (Chertsey Meads)
Mr H W Evans	Surrey Bird Club
Mrs J Hearne	Mead Lane Residents' Representative
Mrs H Lane	Surrey Wildlife Trust
Mr D Mead	Chertsey Agricultural Association
Mrs J Norman	Honorary Warden
Mr B Phillips	Surrey Botanical Society
Councillor L C Pouyanne	Runnymede Borough Council
Mrs S Ritchie	Dog Walkers Representative
Mrs T A Stevens	Residents Representative (Mead Lane)
Mrs A Teasdale	Residents' Representative (Hamm Court)
Ms S Thorne	Honorary Warden
Mr D Wheeler	Residents' representative (Chertsey Meads)

Members of the
Group absent:

Mr C Boyde	Chertsey Agricultural Association
Dr J Denton	Invertebrates Expert
Ms F Harmer	Honorary Warden
Ms I Girvan	Surrey Wildlife Trust
Mr G James	Sustrans
Mr and Mrs P Lake	Chertsey Society
Mrs C Longman	Residents' representative (Mead Lane)
Mrs M Nichols	Chertsey Society
Mr D Van Beesten	Environment Agency

Advisory members of
the Group present:

Mr P Winfield	Parks and Amenities Manager, Runnymede Borough Council
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Advisory members of
the Group absent:

Mr C Hunt	Head of Leisure Services
Mr R Taylor	Amenities Officer, Runnymede Borough Council

1. ELECTION OF CHAIRMAN

Councillor C J Norman was elected as Chairman for the remainder of the Municipal Year 2010/11 and the minor amendment to the Group's Constitution was approved accordingly, subject to the approval of the Leisure and Environment Committee.

2. FIRE PRECAUTIONS

The Chairman gave the group instructions in respect of what to do in the event of fire or other emergency which were duly noted.

3. MINUTES

The Minutes of the meeting held on 2 March 2010 were confirmed and signed as a correct record subject to one amendment in respect of the proposed tree screen of the Traylens site.

Members recalled the mixed feelings of the Group in respect of the merits of a tree screen as opposed to enforcement action, the latter being a slow moving process. The wording to be inserted is set out below:

"If funding from AIR was secured this did not commit the Council to putting up the screen. Whether to go ahead with a tree screen for the Traylens site would only be considered if an application to AIR for funding was successful."

It was agreed that such consideration would be carried out in consultation with the Chairman owing to the timing of the AIR meeting and the next scheduled meeting of the Liaison Group.

[However, see Minute at item 9 below]

4. APOLOGIES FOR ABSENCE

Apologies were received from Mr C Boyde, Ms F Harmer, Ms I Girvan, Mr G James, Mr and Mrs P Lake, Mrs C Longman and Mrs M Nichols.

5. MEMBERSHIP OF THE CHERTSEY MEADS MANAGEMENT LIAISON GROUP

Action

Members noted that immediately before the meeting Michele Buck had come forward as the second Hamm Court Residents Representative. She was welcomed to the Group. Michele was also a horse rider and offered to fill that vacancy as well for the time being.

There was still a vacancy for a member of the British Trust for Conservation Volunteers, and it was noted that in reserve, should a suitable vacancy arise, was a resident of Stepgates, who had expressed an interest in the Group.

6. ACTIONS FROM THE LAST MEETING

Members noted that Officers hoped to make some progress with the sign suggested by Mrs Boater later in the year.

Mr Winfield to action

Mrs Thorne reported that the St George's College Environmental day on the Meads had been very successful; timing the hay cut and the visit had been more co-ordinated this year.

Members were pleased that the logs felled by a utility company had been tidied up and that the debris removed from the Bourne by the Environment Agency had now been removed, albeit by the Council and that a blockage in the Bourne, caused by a fallen tree from St George's College had also been removed.

Users of the play area had given positive feedback regarding the clearer demarcation to the play area and the vegetation which had been cut back around the blind spot at the access. Some members felt that the area would benefit from a little more clearance.

Action
Mr Winfield to action

It was agreed that instead of progressing with plans for a new footway, the white line along the road should be continued into the car park.

Mr Winfield to action

The problem with DSO staff emptying the dog bins but leaving other waste had now been resolved.

Members heard that the missing section of speed humps was about to be replaced. It was noted that the positioning of the cattle grid and pedestrian/cycle access would be factored in to future works.

7. LOCAL NATURE RESERVE (LNR)

The Chairman had asked for this item to be included on the agenda so as to draw the Group's attention to the likelihood that an area of Hamm Court which abutted the Meads had been identified by the County Council as a preferred site for gravel extraction as part of the Surrey Minerals Plan.

Members of the Group were very concerned about this and were opposed for a number of reasons including:

- detrimental effect on the environment, wildlife and surrounding residential properties
- implications for Chertsey Meads, noting its protected status as a Local Nature Reserve
- implications for the right of way, Thames path and cycle route
- access to the site
- additional traffic lights
- noise and dust

Miss Pinnock to action

The Group noted a forthcoming public enquiry on the issue in late October. It was known that Runnymede Borough Council was opposed to the proposals also, and Officers would check if Council representatives would be attending the enquiry. There was a strong lobby group in Hamm Court, with whom the Chairman had discussed the matter.

It was noted that as part of the gravel extraction proposal there was some element of recycling included. However, it was agreed that the proposal was not welcomed.

The Chairman agreed to contact the Surrey Rights of Way Officer regarding the implications for the cycle path and Thames Path.

[The results of these enquiries are attached at Annex '1']

8. HIGHER LEVEL STEWARDSHIP

Cattle Grazing

It was noted that the project to re-introduce cattle grazing on the Meads was slightly behind schedule. However, Mr Winfield had written to all the properties on the Meads, Hamm Court, Mead Lane and Addlestone Moor. He had received 5 phone calls, all supportive, 4 e-mails and 5 letters which were mixed. The Group was pleased that fewer objections than expected had been received, and that the project was largely being met

enthusiastically.

There now remained the issue of finalising the design and location of gates and fencing. Members were given a map showing the proposed locations for comment. It was agreed that keeping fencing to a minimum was desirable to maintain the open aspect of the Meads but that an additional gate at the access to the Window on the Thames would be sensible. Officers agreed to pay particular attention to the cycle path at Addlestone Moor, Dumsey Stump, the land backing onto Meadow View and the provision of a side gate at the cattle grids for pedestrians, cyclists and horses, as appropriate. It was confirmed that although cattle would be able to wander into the 2nd car park; it was more appropriate to ensure they did not get into the 1st car park adjacent to the play area. Members noted that grazing was unlikely to take place until after the Chertsey Show in 2011 (August) but that this would not affect the funding of the scheme.

Officers in the Engineering section were assisting with the procurement and installation of the cattle grids and gates. The proposed design would be circulated to members of the Group in due course.

Bat Hibernaculum

The work to convert an unused old brick hut into a bat hibernaculum was complete and members of the Surrey Bat Group would monitor its usage and the findings reported to the Group. Members were saddened to learn that the hut had been vandalised; this had been fixed and made more robust.

9. MANAGEMENT AND MAINTENANCE

Riverbank repairs

It was noted that work to repair several areas along the Thames had commenced, and that in some areas little beaches were being created to improve access to the river at the picnic areas. This had been funded by the Parks and Drainage sections and application to AIR for funding was no longer required.

Tree Screen

Members revisited the subject of the Tree Screen as a way of hiding the unsightly Traylens site. It was noted that a decision as to whether to go ahead would be made was dependent on funding from AIR. It was debated whether to circulate the response from AIR if it was positive and canvas the Group's opinion or whether to vote now, to save time. It was agreed to vote on the issue accordingly. Members voted by 12 votes to 4 in favour of a suitable tree screen on the Meads subject to a positive response from AIR. This was also on the basis that approval for the screen was within their remit rather than that of the Leisure and Environment Committee, which Officers would check.

[The decision to plant the tree screen rests with Officers under Delegated Authority as the cost of the screen is approximately £6,500 which is below the £10,000 threshold for it to be subject to the approval of the Leisure and Environment Committee. Officers will liaise with the Chairman of that Committee and relevant Ward Members before embarking on planting the trees, should funding be available.]

Action

Mr Winfield to
action

Mr Winfield to
action

Dangerous Car

Members noted the aggravation caused by the car which had been parked in the first car park and was leaking hydrogen gas. Residents had been unable to leave the Meads, except by canoe in one or two cases, for two days. It was agreed though that the Fire and Rescue Service had dealt with the problem effectively.

Play Area

Members noted that on some evenings a number of young people gathered in the vicinity of the play area which some found quite threatening. A problem with speeding cars was also reported. It was agreed to ask Safer Runnymede to turn the cameras to this and the play areas in the evening for greater reassurance. There had been a few incidents of minor acts of vandalism and anti-social behaviour which had been dealt with promptly. Members were encouraged to continue reporting issues so that the Council with its partners, including Surrey Police, could address them through appropriate enforcement.

There had been regular occurrences of a white van with greyhounds running alongside. A dog belonging to a member of the Group had been attacked by the greyhounds which was very distressing.

Height Barrier

As discussed earlier in the meeting, the height barrier was currently operational, but there were no plans to replace it in the near future. Options were being investigated.

Sleeper Bollards

The Group noted a number of bollards had been replaced and speculated on who might be taking and damaging them. It was agreed to look at alternative greener materials, such as recycled plastic, cost permitting.

Mr Winfield to action

10. MANAGEMENT PLAN

A copy of the 5 year work plan and a detailed map of the Meads identifying the particular areas of work was circulated and comments invited to be addressed to Mr Winfield.

Some concern was expressed regarding the area covered by reed beds and whether they would be controlled to prevent them spreading further. It was confirmed that although it was unlikely they would encroach owing to natural barriers, the introduction of cattle grazing, and the feeling that they had reached their natural limit, Officers would continue to monitor the situation, note the area on the plan, and carry on cutting the beds every other year. The importance of removing the cut reeds from the site was noted.

Mr Winfield to action

Mr Winfield explained that the field number references on the plan were how Natural England identified the different areas for funding purposes.

It was suggested that Surrey Wildlife Trust might like to conduct a survey for Greater Dodder across the whole site following Mr Winfield's discovery of it in a small area on the banks of the River Bourne during a recent site visit. The importance of its presence was noted, given its rarity and the fact that it was thought to have disappeared from the Meads.

It was also discussed whether to add the Traylens tree screen to the plan if funding was secured and approval given to progress that project.

It was agreed that the plan be formally adopted at the next meeting, subject to any comments received and amendments made accordingly.

Action

11. EVENTS

The Group congratulated the organisers of the Chertsey Show for another successful and well attended event in the Summer. Unfortunately there had been some rainfall immediately before hand which had resulted in some vehicle damage to the surface of the Meads. The organisers needed to repair this to a required standard in order to have the ground deposit returned. It was understood the work was in hand.

The Group was informed that changes to the Fire Regulations might affect the way the show was organised in subsequent years.

12. BOARDWALK PROPOSALS

Members were advised that the local farmer who cut the reed beds on behalf of the Council had said that a board walk would make the task a little more difficult. It had been agreed to consult him on its position to lessen the inconvenience. Unfortunately, Natural England were unable to fund the project; however an application to AIR would be made later in the year.

Mr Winfield to action

In respect of materials, members suggested plastic wood was a durable, if more expensive option as used at Winkworth Arboretum. Mr Evans offered to show members of the group the new dipping platform at Laleham Pond.

13. PUBLICITY

The Group was pleased to learn that Surrey Wildlife Trust was about to publish an article on Chertsey Meads in 'Surrey Nature'. The article would be about the Trust's involvement in surveying and monitoring the site and how this informed the management plan. Officers did hope to receive a draft before it was published but the deadline had now passed. Nevertheless, Mr Winfield would contact them and Members would be sent a copy of the article when available.

Miss Pinnock to action

Additional good publicity for the Meads was generated by the visit in May by members from the Surrey Parks and Countryside Forum. They were impressed with the site and the management plan as presented by Mr Winfield and Mr Phillips who led the visit.

14. LITTER CLEARANCE

It was agreed that the next formal Group litter clearance should take place on Sunday 10 April, and that the event be publicised in a future edition of the Runnymede Voice in addition to the usual publicity.

Miss Pinnock and Mrs Williams to action

It was reported that during the Summer the picnic areas became very littered at the weekends. Mr Winfield agreed to see whether the DSO could visit more frequently, resources permitting.

Mr Winfield to action

It was also agreed that additional litter bins be provided at strategic points to encourage users of the Meads to be more responsible.

Mr Winfield to action

15. SITE VISIT 2010

Action

Members enjoyed the annual site visit which was led by Ecologist, Dr Jonty Denton. Officers had produced a brief record of the evening with photographs, some taken during the visit and others from websites to show examples of some of the creatures which Dr Denton had talked about.

16. UTILITIES

Works on behalf of EDF Energy had been carried out on three of the pylons going across the Meads and an inspection by the National Grid had also been undertaken; neither had caused any problems.

An issue had arisen with BT Openreach, whose plans to erect 21 additional telegraph poles across the Meads and 2 in Mead Lane had been stopped because of the detrimental effect they would have had on the area. Officers were alerted to the planned works when residents noticed painted arrows along the road. It was appreciated that some residents in Dockett Eddy had poor telephone service. However BT's solution was not acceptable to the Council and Officers had asked them to consider alternatives. The current solution was a cable which stretched across the river, but it was longer than regulations allowed and provided an intermittent service.

Residents were urged to keep pursuing BT for a workable solution. It was agreed that a joint site visit would be sensible to facilitate a resolution.

17. ANY OTHER BUSINESS

The group's views were sought on a proposal by one of the residents to replace the manually operated access gate with an automated one on the approach to Dumsey Stump. There were no objections on condition that the gate and the operating box were not intrusive.

Mr Winfield and Mrs Hearne to action

Members discussed the worrying issue of the dwindling number of deer on and around the Meads. It was thought that they were being taken by an organised group of people.

Some members of the Group thought that further vegetation at blind spots could be cut back. However, if too much were cut it would spoil what was firstly a Local Nature Reserve.

Mr Winfield to action

Mr Winfield confirmed that he would be writing to the parties responsible for leaving grass clippings at Dockett Moorings. He also reminded the Group that Barbeques were not allowed on the Meads without prior permission from the Council.

Mr Winfield to action

It was regretted that the wrong set of keys had been despatched to the Meads recently to open the padlocked gates. It was suggested that a list of the key holders be re-circulated to Safer Runnymede and Surrey Police.

Mr Winfield to action

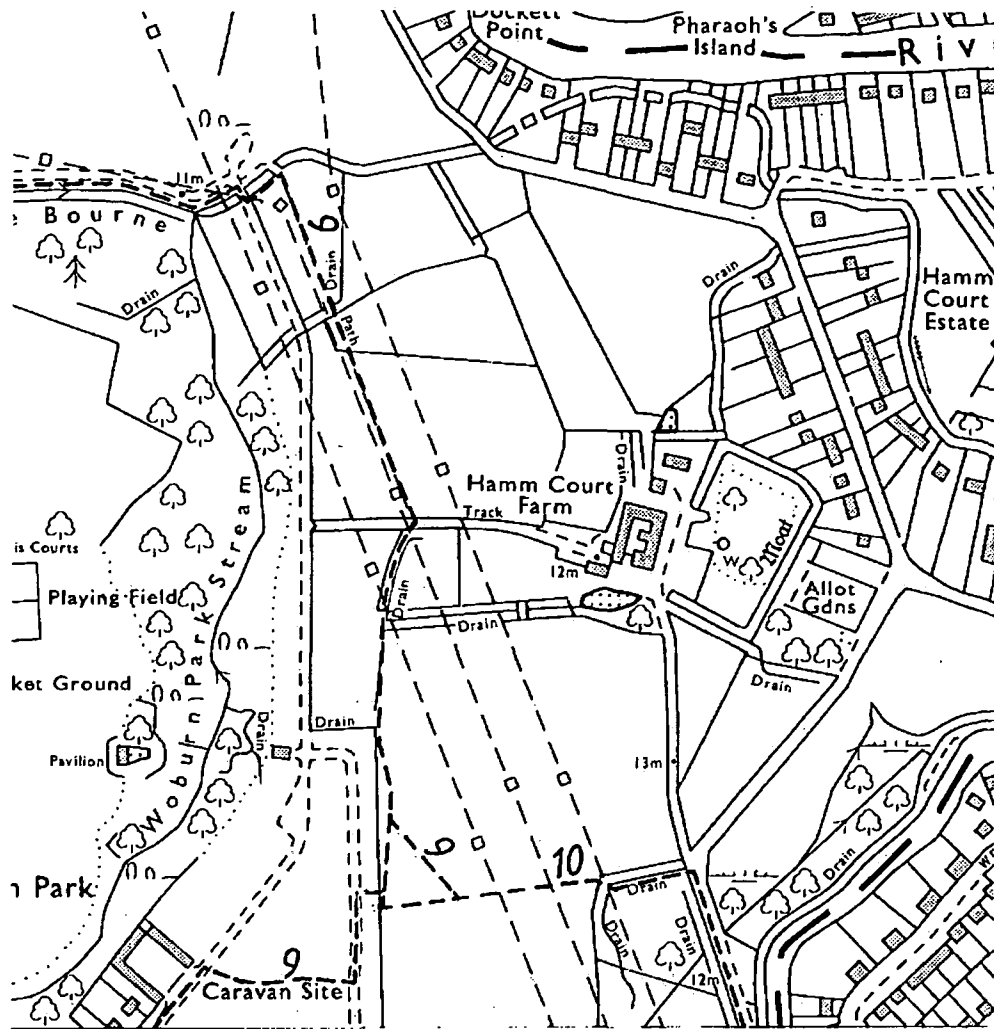
18. DATES OF FUTURE MEETINGS

Members noted that the next scheduled meetings of the Group were Tuesday 1 March 2011 and Tuesday 6 September 2011, both at 7.30 pm

in the Committee Room at the Civic Centre in Addlestone.

Chairman

(The meeting ended at 9.15 pm)



Extract: Consolidated Definitive Map of Rights of Way with the relevant date of :- 20/05/2009

FOOTPATH	---
BRIDLEWAY	— — — — —
BYWAY OPEN TO ALL TRAFFIC	A v A v A
RESTRICTED BYWAY	- v - v -

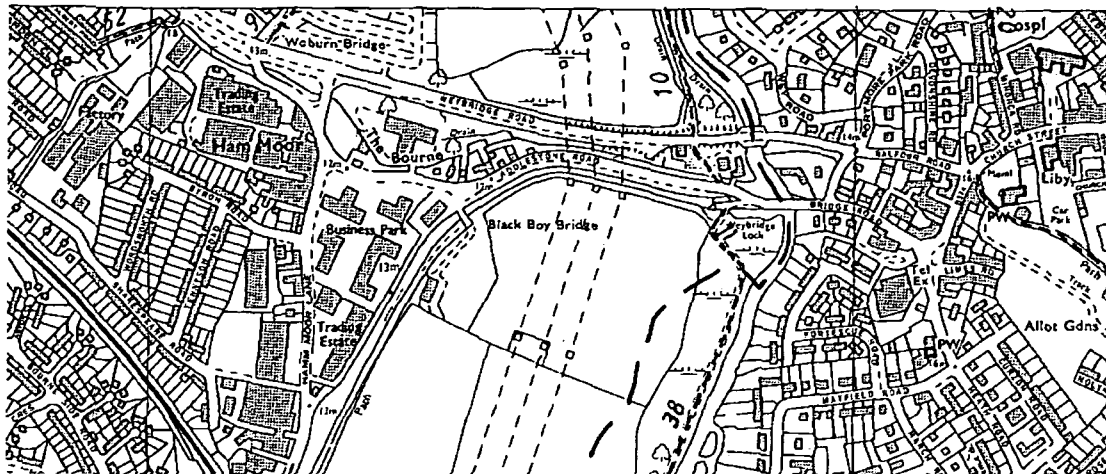
O.S. Sheet... TQ 06 NE



Original Scale - 1:10,000 Not to scale

The definitive map & statement are conclusive as to what they contain but not as to what they omit. The fact that a right does not appear in the definitive map & statement does not necessarily mean that it did not exist at the date of the map. Further the map in no way stops the acquisition by the public either by express dedication or by user of new public rights of way.

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Extract: Consolidated Definitive Map of Rights of Way with the relevant date of :- 26/03/2009

FOOTPATH	---
BRIDLEWAY	- - - - -
BYWAY OPEN TO ALL TRAFFIC	A v A v
RESTRICTED BYWAY	- v - v -

O.S. Sheet... TQ 06 NE

Original Scale - 1:10,000 Not to scale



SURREY COUNTY COUNCIL

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Surrey Definitive Map (legal record of rights of way) which indicate the presence and current route of rights of way across the area.

The Surrey Rights of Way Officer responded to the enquiries made by the Chairman regarding the question of the position of the right of way and/or Thames Path from Chertsey Meads to Weybridge as set out below:

“Given that this area does not abut onto the Thames I do not think it is likely to have any affect on the Thames Path, which I understand runs along the north bank opposite this area.

You may also wish to refer to the Surrey Interactive Map which allows you to examine the location of rights of way in detail and in conjunction with other data Please note that this does NOT constitute a legal record.”

It has therefore been established that the right of way does go through the proposed gravel working area and a diversion would need to be sought. The Chairman has confirmed that he intends to bring this to the attention of the Surrey Minerals people.

ADDLESTONE LEISURE CENTRE JOINT MANAGEMENT COMMITTEE

21 September 2010 at 5.30pm at the Civic Centre

Members present:

Mr D W Parr (Chairman of Governors) Chairman, Councillor S M Mackay, Councillor M J Brown and Councillor Mrs R M Denby

The following attended in an advisory/observers non-voting capacity:

Mr G Balch, Principal, Jubilee International High School
Mr C Hunt, Head of Leisure Services, Runnymede Borough Council
Ms H Aitken, Facilities Manager, Runnymede Borough Council

ACTION

1. MINUTES

The Minutes of the meeting held on 12 January 2010 were confirmed and signed as a correct record.

Councillor Brown was disappointed to read the School had been unsuccessful in their application for funding from the Surrey County Council's Tulk Fund. The Chairman informed the Committee that the School had submitted a very good bid. The School were equally disappointed with the County Council's decision and had raised their objections.

The Chairman informed the Committee that the School had achieved Performing Arts status.

The Committee discussed the continuing problems of inconsiderate parking. The Chairman explained that a barrier system would cost in the region of £35,000. Options regarding ticketing and enforcement were also discussed. Mr Balch confirmed later in the meeting that he had submitted a bid to the transport fund for a grant to cover installation of a barrier system, early indications were positive. A final decision on funding would be made in November.

The Chairman would be meeting with Runnymede Borough Council legal Officers next week regarding completion of the lease.

2. REPORT OF THE PRINCIPAL OF JUBILEE INTERNATIONAL HIGH SCHOOL

- Mr Balch thanked Mr Hunt for information regarding the School's use of the Leisure Centre under the Leisure Trust. Mr Balch had some concerns regarding future use. In particular, he was concerned the Leisure Trust may want more daytime use of the Centre and would not engage with the School regarding usage.
- The School were still keen to develop and Mr Balch hoped the Trust would look favourably at the School's building development. The Chairman would raise these issues when meeting with the Council's legal Officers, including the way the dual use agreement would run. Discussions would also need to be held with the Trust and the School to set up a framework.
- Mr Balch had been informed that Mr Brough had been approached regarding using the gym at the Leisure Centre as an Olympic team training venue for a team from St Kitts and Nevis. Both Ms Aitken and Mr Hunt were unaware of this but would obtain further details. Mr Hunt also explained that there was a list of training

Ms Aitken

venues for the Olympics with St. George's College being on the list and that there was a system in place to support Olympic requests with Surrey County Council.

- It was noted that as a Foundation School the freehold of the School's land belonged to the School but the formal transfer from Surrey County Council was outstanding. Mr Balch indicated that the School may look into becoming an Academy Trust School; this would not change anything with regard to land ownership. The Chairman suggested that rather than taking court proceedings against Surrey County Council that the matter be resolved by discussion. (Note: the new Leisure Centre is the subject of an agreement for lease by the School to Runnymede Borough Council)
- St. Paul's School wanted the rear playing fields down to the far boundary fence. This was not achievable as the land cuts through the grass pitches which were part of the dual use agreement.
- Mr Balch informed the Committee that the trustees of the School had employed a lawyer.
- Mr Balch asked Mr Hunt if he could approach outside groups regarding funding of the repairs required to the outside courts. Mr Hunt suggested that the Football Foundation may be keen to fund an artificial pitch. He would contact them and see if they would be interested in assisting. This would, however, require match funding.

Mr Hunt

3. FACILITIES MANAGER'S REPORT

Ms Aitken updated the Committee on the loss of membership due to the recently introduced day time closure of the Centre. Since the change in hours was agreed, all Leisure Centre members received a letter which informed them of the changes. This had led to approximately 120 cancellations in the last 2 months, of which approximately 30% were specific daytime users. Other membership cancellations were not related to the daytime closures.

3 (i) FACILITY UPDATE

a) Sports and Fitness

The MEND programme took place twice weekly from 11 May to 20 July 2010. MEND was a weight management programme for 7-13 year olds and their parents. It consisted of regular exercise and theory sessions on healthy eating, label reading etc. There were 8 families on the last programme and all children saw an improvement in their fitness or weight. The next programme was scheduled to start at the end of September.

b) Sing & Sign

These sessions would start on a weekly basis from 26 September, and were run by an external company. The purpose was to provide a great opportunity for babies and toddlers to learn to communicate before speech develops.

c) Junior Circuits

From Monday 20 September junior circuits would take place from 5pm-6pm in the small Hall. These sessions were for 7-15 year olds and provided young people with the chance to keep fit through an enjoyable and high energy session.

4. RUNNYMEDE BOROUGH COUNCIL LEISURE SERVICES REVIEW

a) **Leisure Trust**

Mr Hunt updated the Committee on the Leisure Trust. The intention was twofold – firstly the Trust would be able to run the Leisure Centres to the same standard but at a saving of at least £150,000 p.a. because of the tax advantages available to charitable bodies operating in this field. Secondly, the creation of a dedicated body with its own board gave the potential for tighter management focus and for community input.

Winckworth Sherwood LLP had been appointed as the Council's specialist advisors in the formation of the Trust, using funding approved by Council.

The recent presentation from Simon Randall of Winckworth Sherwood gave information on the terms of process and helped clarify the Trust vehicle. The Council's Leisure and Environment Committee had met on 16 September and resolved that the Trust be constituted as a company limited by guarantee and set up with a Board of eleven members, two of whom would be Councillors (or persons who had been Councillors within the last four years) nominated by Runnymede Borough Council. A general press release would be sent out shortly.

At present, public halls would not be included in the Trust although this could change in the future.

The Council was still satisfied that the target operational date of 1 April 2011 was achievable. Early progress was needed on a financial and operational business plan for the Trust, and consultants were retained to assist with this.

The Chairman asked that the costs of solicitors and consultants involved in this project be monitored closely to ensure costs did not outweigh proposed savings. Councillor Brown confirmed that the costs had no impact on the School. It was also stressed that these costs were still within budget.

The Chairman was looking forward to working closely with the Trust on the dual use agreement. Mr Hunt confirmed that Simon Randall from Winckworth Sherwood, the Council's retained solicitors was keen to engage with the School in the near future.

b) **Addlestone Leisure Centre opening hours**

It had been costing the Council substantially more to open the Centre during daytime on weekdays than the income received, and after assessing the chances of improving customer usage, and the possible level of membership cancellations if hours were changed, it was concluded that approximately £50,000 per year could be saved by not opening at these times, reverting to similar hours to those in force some 4-5 years ago.

Accordingly on 6 September 2010, the start of the new school term, the opening hours for the fitness gym changed as follows:

	Old	New
Monday to Friday	7.30am-10.00pm	4.00pm-10.00pm
Saturday	8.30am-5.00pm	8.15am-5.30pm
Sunday	8.30am-9.00pm	8.15am-5.30pm

The indoor sports and outdoor sports facilities had different opening hours but all were now rationalised to the times shown in the right hand column above, except for Sunday evenings when following discussion with regular football hirers it had proved possible to keep the indoor sports hall open until 9.00pm in return for a slightly increased fee.

The Committee noted that the Council, and in due course the Trust may require a

suitable payment for School use of the gym and studio as they were not included in the dual use agreement and the Council had exclusive use and bore the entire running costs. The Council would still make use of the Leisure Centre for classes, therapeutic sessions arranged by the PCT, etc, during the daytime if staffing was practicable and the costs could be recouped. Mr Hunt stressed that usage arrangements would not place the School in a worse position than hitherto. It was suggested that an annual meeting between the School and the Trust was held at the beginning of each academic year to collate a timetable.

Mr Balch felt the proportion payment was fair but was still worried about possible conflict between School and Council requirements. He felt that the Trust in due course would be looking for maximum revenue as part of its business plan therefore potentially affecting availability for School use.

5. FUTURE MEETING DATES

The Committee noted the next scheduled meeting of the Committee was on 22nd March 2011 at 6pm. The Committee agreed to the following dates in 2011/2012;

Tuesday 20 September 2011

Tuesday 20 March 2012

6. ANY OTHER BUSINESS

It was suggested that an additional meeting may need to be scheduled to discuss the implementation of the Leisure Trust. The Chairman would advise Mrs Holehouse if this was necessary.

Mr Parr

Chairman

(The meeting ended at 6.31 pm)