

Community Services Committee

Thursday 14 June 2018 at 7.30pm

**Council Chamber
Runnymede Civic Centre, Addlestone**

Members of the Committee

Councillors Miss M N Heath (Chairman), N M King (Vice-Chairman), M D Cressey, S L Dennett, Ms F Dent, T J F E Gracey, Mrs M T Harnden, S A Lewis, A P Tollett and Mrs G Warner.

In accordance with Standing Order 29.1, any Member of the Council may attend the meeting of this Committee, but may speak only with the permission of the Chairman of the Committee, if they are not a member of this Committee.

AGENDA

Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Miss C Pinnock, Democratic Services, Law and Governance Business Centre, Civic Centre, Station Road, Addlestone (Tel. Direct Line: 01932 425627). (Email: clare.pinnock@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.

- 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.
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Filming should be limited to the formal meeting area and not extend to those in the public seating area. The Chairman will make the final decision on all matters of dispute in regard to the use of social media, audio-recording, photography and filming in the Committee meeting.

LIST OF MATTERS FOR CONSIDERATION

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(No reports to be considered under this heading)

1. FIRE PRECAUTIONS

The Chairman or a nominated Member of the Committee will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

3. MINUTES

To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 8 March 2018, previously circulated by email in April 2018 to all Members of the Council.

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 Democratic Services Officer at the start of the meeting. A supply of the form will also be available from the Democratic Services Officer at meetings.

Members are advised to contact the Council's Legal Section prior to the meeting if they wish to seek advice on a potential interest.

Members are reminded that a non pecuniary interest includes their appointment by the Council as the Council's representative to an outside body and that this should be declared as should their membership of an outside body in their private capacity as a director, trustee, committee member or in another position of influence thereon.

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 a disclosable pecuniary interest or if the interest could reasonably be regarded as so significant as to prejudice the Member's judgement of the public interest.

6. COMMUNITY FIRST (COMMUNITY DEVELOPMENT)

Synopsis of report:

This report outlines the projects and expenditure in the targeted geographic areas (identified by the Sustainable Community Strategy), that have been funded by the Community First Initiative, and identifies some of the planned projects yet to be started in 2018/19.

Recommendation(s):

None. This report is for information.

1. Context of Report

- 1.1 The former Leader of the Council launched the Community First initiative on 30 October 2013. The Community First initiative is the branding for the Council's work on relative deprivation, in partnership with targeted communities and stakeholders.
- 1.2 The targeted communities are in Addlestone Bourneside/Addlestone North, Chertsey St Ann's/Chertsey Meads, Englefield Green West and Egham Hythe. Multi-agency task groups have been set up and action plans are in place (please see Appendix 'A').
- 1.3 A summary of the expenditure from the Community First Budget over the last year is shown at Appendix 'B'. At Appendix 'C' is a list of the proposed projects for 2018/19. The funding has been a combination of £50,000 per annum from the Housing Revenue Account (HRA) and £50,000 per annum from the General Fund. However, in January 2017 the expenditure was reduced to £30,000 from the Housing Revenue Account and £35,000 from the General Fund by the Housing and Community Services Committees.
- 1.4 The Indices of Multiple Deprivation scores (IMD) have not been updated since 2015. The 2015 IMD release puts Englefield Green West as 22nd most deprived small area in Surrey, which is an improvement in ranking on the 2010 release.

1. IMD scores in Runnymede: small area level (2015 release)

When examined at Lower Super Output Area (LSOA) level, the highest scoring areas in Runnymede for **overall IMD** score are:

LSOA name	Ward	Surrey ranking 2015	Surrey ranking 2010	IMD overall score 2015	IMD overall score 2010
006D	Chertsey St Ann's	14 th	25 th	28.69	23.19
002F	Englefield Green West	22 nd	20 th	25.98	23.90
009A	Addlestone Bourneside	35 th	32 nd	23.59	22.10
007D	Addlestone North	43 rd	30 th	22.79	22.27
004A	Chertsey St Ann's	49 th	86 th	20.88	16.19

- 1.5 The overall IMD score for every one of these areas has increased in 2015, compared to the 2010 release, since indicators have been updated with the 2011 census dataset. However, their deprivation rankings compared to other areas in Surrey show more variation – Chertsey St Ann's has moved up into the top twenty most deprived small areas in the county, whereas Englefield Green West has dropped a little to 22nd. Addlestone Bourneside and Addlestone North have both improved a little and fallen to 35th and 43rd in the deprivation rankings. However, Chertsey St Ann's 004A has risen into the top 50, from 86th in 2010.

2. Report

Addlestone Bourneside/Addlestone North

- 2.1 The Runnymede Job Club has been operational for 2 years and on average receives 8 visitors a week looking for work. There have been 179 visitors who have made use of the Runnymede Job Club in 2017. One in five people obtain employment e.g. cleaning, retail and labouring work. Many of these jobs pay the minimum wage. The Runnymede Job Club has been so successful helping long-term unemployed residents that the local Department of Work and Pensions Offices would like the Runnymede Job Club to open another day a week. The King's Church does not have the volunteers to run another day a week, but is expanding the hours of the current job club day. The King's Church Centre (Community Hub) is currently reviewing the services provided i.e. the Toy Library, baby clothes exchange, community meals and offering free clothes washing facilities. The King's Centre works closely with the Sayes Court Children's Centre who run GCSE and equivalent courses to improve the level of skills of parents, as well as running parenting skills courses.
- 2.2 The Addlestone Bournside/Addlestone North Task Group set up the Dementia Action Alliance with:
- Runnymede Borough Council, Addlestone
 - Achieve Lifestyle, Egham and Chertsey
 - River Bourne Club, Chertsey
 - Dementia Care Team, St Peter's Hospital, Chertsey
 - St Paul's Church, Hebrews café, Addlestone
 - Signature's Parklands Manor, Chertsey
 - Runnymede Medical Practice
 - Sunrise Virginia Water
 - Runnymede Dementia Carers Support
 - Emma's House Day Care, Rodwell House, Ottershaw
 - People with dementia and carers in Runnymede
 - Alzheimer's Society, London
 - Oasis Care Dentist, Addlestone
 - Orchard Dementia Centre, Chertsey
- 2.3 The priorities of the Local Dementia Action Alliance include; raising awareness on living with dementia, assist shops and businesses to be more dementia friendly, to focus on access to help for people who are living alone with dementia, as these people have no carer, or 'buddy' to help them access information and services, or even possibly transport, as well as people with dementia who have carers. The Alliance would like to provide relevant and simple information on dementia for the community by producing a Memory/Dementia booklet for Dementia Awareness Week from the 21st to the 27th May 2018. The Local Dementia Action Alliance is piloting initiatives in Addlestone Bournside/Addlestone North and Egham Hythe before rolling them out across Runnymede.
- 2.4 The Community First Funding for this area has financed a shed and freezer for the Tesco Foodshare initiative with St Paul's Church to provide community meals and a gazebo to help give school children a healthy breakfast on the way to school, as an alternative to high energy drinks, and has also funded a parenting course at the Sayes Court Children's Centre.
- Chertsey St Ann's/Chertsey Meads
- 2.5 The Chertsey St Ann's/Chertsey Meads task group has been hampered by the lack of a hub to action their top priority which is access to computers for low income families. Local research carried out with Stepgates School found that 50% of children attending the school in January 2014 did not have access to a computer. The school can be used out of hours for access to computers. However, the task

group is now working in partnership with the Beacon Church and the Outreach Adult Learning Team at Surrey County Council to provide computer sessions at the Revive Coffee Shop, Chertsey in 2018.

- 2.6 Work in Chertsey Meads has been carried out with A2 Dominion. A portacabin and a smaller workshop as a meeting place for residents on Bridge Wharf has not been approved by A2 Dominion. Councillor Dolsie Clarke has made contact with the organisation for African Studies who are renting a former car show room in Bridge Street near Bridge Wharf that provides a tea and coffee meeting place as well as a meeting room in the back of a charity shop that sells secondhand furniture and household goods. However, the organisation for African Studies only has a 6 month lease and is looking for alternative premises.
- 2.7 The task group proposed a River Celebration across Runnymede, and is working with the other targeted area task groups to help promote the benefits of the rivers/waterways in the Borough. It is hoped this will generate income from tourism for businesses and residents. A film has been produced, and a free exhibition at Chertsey Museum was launched on 24 March 2018, and will run for 6 months. A programme of existing and new river/waterway events can be accessed at <http://runnyriver.org.uk/> The Runnymede rivers and waterways film can be seen via the following web link <https://youtu.be/TsPVy2RjdcY>
- 2.8 The task group continues to advocate for robust sexual health services for young people. For example the young people's outreach sexual health clinic.
- 2.9 A booklet on free activities for low income families has been published as a result of the task group's work since 2015.

Egham Hythe

- 2.10 This task group is chaired by Councillor Gill Warner and is named the Hythe Community Task Group.
- 2.11 The priority for this task group has been young people and Councillor Warner has been researching portacabins to provide youth activities. The portacabin will be subject to planning permission. The proposed site of the portacabin is within the under fives playground on the green at Pooley Green.
- 2.12 In 2017 the Egham Hythe Matters newsletter started with written contributions from local residents, which has been well received. The aim is to start up local groups, for example a history group to combat loneliness and isolation, as well as help residents take pride in their area by learning more about its past and the facilities that are right on their doorstep.
- 2.13 The first Frogs Island Fair took place in May 2017 and just under a 1,000 local people attended. Residents asked for a bigger Frogs Island Fair in 2018, so an animal farm was provided and far more stalls.
- 2.14 The Pooley Green Shopping Parade Traders Association has provided planters along the shopping parade via a SCC funding bid. The Runnymede Borough Council pay and display car park has a new entrance funded by the Community First Fund to encourage customers to stay and shop longer. The car park is now used more because in the previous year only 2,380 people used the one hour car parking but in 2017/18 up to 28 February 2018, 7,969 people had used the one hour free car parking. The number of people paying more to stay longer has also gone up by 5 hours from 83 to 102. As customers become more familiar with using the car park instead of the over used service road outside the shops, it is anticipated

that in the long-term income from the pay and display car park will rise. A CCTV camera at the rear of the shops has reduced the incidence of fly tipping, and the number of people hanging around at the rear of the shops. As part of the Runnymede River Celebration 2018, there is a window dressing competition which is also providing work experience for Magna Carta School pupils. The window dressing competition will improve the look of the shopping parade and attract more people to the area.

Englefield Green West

- 2.15 The volunteers at the Forest Estate Community Hub won the Queen's Award for Volunteering in 2017. The range of activities continues to expand with plans to provide a programme specifically for teenagers, including work experience opportunities. The programme includes a new International Kitchen session with Royal Holloway learning about different cultures and national dishes. An intergenerational new garden club session on a Saturday funded by the Community Foundation for Surrey. The Community Cooking Club sessions, which are also inter-generational may run twice a month instead of once a month later in 2018. There may be a Food Recycling Project with Royal Holloway in the future. Councillor Nigel King has kindly offered to lead quarterly walks in Windsor Forest for teenagers from the hub.
- 2.16 The Forest Estate Community Hub building has had a backlog of maintenance work and this continues to be funded by donations, support in kind, one off funding from the Community First Funding Panel, and by the River Church. Although Runnymede Borough Council now owns the building, there is no Council budget for maintenance work. A lease agreement between the River Church and Runnymede Borough Council has yet to be put in place.
- 2.17 The Community First funding has financed fun days to engage with families/older people/young people, as well as repairs to the hub roof, an employment course (that resulted in eight people participating in the course, 2 people gaining employment and 2 people engaged in voluntary work), and a one off contribution towards the Hub Manager's salary, to provide extra time for further bids for funding to be made. Previous bids were unsuccessful owing to no lease being in place for the building to prove that the Manager's post is long-term.
- 2.18 The Hub Manager provides an excellent monthly e-newsletter publicising activities and residents' fundraising events. For example a sponsored walk to purchase a dishwasher and donations to replace windows in the hub. Special events run at the Forest Estate Community Hub are also covered in the newsletter. The river themed Spring Fair on 24 March 2018 was attended by 140 people, mostly young families. In the evening there was a Ceilidh attended by 60 people. The hub continues to be well used and supported by local residents.
- 2.19 In the long-term, the area at the rear of the Forest Estate Community Hub hall will be refurbished to provide space for employment and skills workshops, and a larger kitchen for the cooking club, community meals and a micro bakery.

Runnymede Health and Wellbeing Task Group

- 2.20 Progress with the task group action plans and initiatives are reported to the Runnymede Health and Wellbeing Task Group, whose Chairman is Councillor Linda Gillham. She is also the Runnymede Borough Council Champion for the Voluntary and Community Sector. The task group will be reviewing its priorities with the new Surrey Borough/District Council's Health and Wellbeing Group. The existing priorities for the Runnymede Health and Wellbeing Task Group are linked

to the Runnymede Corporate Business Plan and have been developed with key stakeholders from health, social care, the voluntary and faith sector (see Appendix 'D').

- 2.21 The speech and language pilot is in its third and final year. A report from the pilot will be produced for the Department of Education. A Tooth Decay Campaign has continued to be run with the Children's Centres to reduce the number of child tooth extractions at St Peter's Hospital. In addition, a sub-group was set up from members of the joint Runnymede and Spelthorne Health and Wellbeing Task Groups to strengthen the voluntary and community sector in both boroughs. Voluntary Support North Surrey (VSNS) has conducted training for trustees and extended this training to Residents' Associations. Assistance has been given to small organisations to set up Facebook pages, websites and develop funding strategies to increase awareness about what services they provide and to attract donations.
- 2.22 Councillor Linda Gillham has written to the Director of Public Health on the lack of a young people's sexual health outreach clinic and has also written to Philip Hammond MP concerning the lack of Health Visitors in Runnymede.

3. Policy framework implications

- 3.1 The Corporate Business Plan 2016 priorities are to:
- support local people by improving the quality of their lives through developing healthier and safer communities, improving life chances, as well as listening to and representing local people
 - develop joint working with the voluntary sector, and provide more funding as resources allow.
 - Improving our economy – including helping older people and families increase their income
 - continue to develop community facilities
- 3.2 All the Community First projects meet these priorities.

4. Resource implications

- 4.1 The sum of £35,000 has been allocated in the General Fund and £30,000 from the HRA for the Community First budget over the next 3 years. As a result of match funding and support in kind the annual budget has not been spent each year.

5. Legal implications

- 5.1 There are no legal implications.

6. Equality implications

- 6.1 Work in the targeted areas complies with the Council's equalities policy and assists marginalised groups.

(For information)

Background papers

Community First Report to the Community Services Committee 7th November 2013
Community First HRA Item to the Housing Committee 15th January 2014
Community First Update Community Services Committee 7th January 2015
A Life Outside Caring – Commissioning and Development Carers’ Strategy for 2016 –
2019 Community Services Committee 12th November 2015
Community First Update Community Services Committee 7th January 2016
Community First Reduction in Funding Community Services and Housing Committees
June 2017
Community First Update Community Services Committee January 2018

7. PUBLIC SPACES PROTECTION ORDERS (COMMUNITY DEVELOPMENT)

Synopsis of report:

This report provides information on two Public Spaces Protection Orders (PSPO) in place in the borough and the enforcement protocol as required by the Anti- social Behaviour, Crime and Policing Act 2014:

The locations are Addlestone Town Centre and Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield in Englefield Green.

To avoid delay in implementation, the Chairman of this Committee has signed an Urgent Action Standing Order 42 to approve the PSPOs and this is set out elsewhere on this agenda.

Recommendation(s):

None – This report is for information.

1 Context of report

- 1.1 This report provides information on two PSPOs and their enforcement protocol.
- 1.2 Runnymede Borough Council is implementing PSPOs for a specified area of Addlestone Town Centre and Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield due to the unreasonable and persistent nature of behaviour which is having, or likely to have, a detrimental effect on those living in the locality.

2. Report

Crime and anti-social behaviour

- 2.1 According to Surrey Police figures, for the reporting period 1 April 2017 to 31 January 2018 (inclusive), Runnymede has experienced an increase in anti-social behaviour (ASB) of 21.6% compared to the same period in the previous year.
- 2.2 The table below (produced by Surrey Police) illustrates the rankings of Wards/areas in accordance with the reported levels of ASB (1 being the highest):

ASB	Addlestone North & Bourneside	Addlestone Town	Chertsey Meads & St Annes	Egham Town	Englefield Green	New Haw & Woodham	Row Town, Ottershaw & Foxhills	Thorpe & Hythe	Virginia Water
2017-18	8	1	2	5	4	7	6	3	9
2016-17	8	5	1	4	3	7	6	2	9

- 2.3 The top three ranked Wards/areas account for just over half of all the reported ASB incidents. Within Runnymede Borough, Addlestone Town Centre has a high level of anti-social behaviour for all categories, 346 incidents recorded compared to 297 for Chertsey Meads and Chertsey St Ann's and 291 for Thorpe and Egham Hythe.
- 2.4 Addlestone Town Centre also has the highest area level for rowdy or inconsiderate behaviour with 198 incidents of nuisance being reported in the period 1 April 2017 to 31 January 2018. The most frequent reported type of anti-social behaviour for the area is youth related.
- 2.5 Surrey Police have received a significant number of calls from residents and businesses between June 2017 through to January 2018 relating to large groups of youths riding bicycles in an anti-social manner (predominantly male and aged approximately 13-17) in Addlestone Town Centre.
- 2.6 Youths are congregating in and around the Addlestone One car park and on Station Road. They are also gathering and being anti-social in nearby areas, roads and parks. They often have bicycles and ride in the car park down the ramps, past pedestrians on the pavements and weave in and out of traffic.
- 2.7 Anti-social behaviour incidents in the relevant area have included pumpkins being thrown from the roof of Addlestone One car park and groups of youths causing a general nuisance to pedestrians and road users in the town centre.
- 2.8 The most recently reported incidents occurred in January 2018. This involved ten youths in Subway, Station Road who caused anti-social behaviour by being noisy and moving tables and chairs out of the shop. Youths again caused disruption in the Premier Inn, Station Road, vandalising the hotel by scratching the floor with a chair and writing on the wall.
- 2.9 The Council has also received three reports of criminal damage caused to the fence around the green waste compound and the bowling green in Victory Park.
- 2.10 The behaviour of the groups is perceived by residents and businesses as anti-social as it causes harassment, alarm and distress.
- 2.11 When the individuals have been spoken to by Officers from Surrey Police they complain that there are no youth activities for them. Children identified when stopped are from Addlestone, New Haw and Chertsey.
- 2.12 Incidents since June 2017, have been of a persistent and continuing nature, and have either been of detriment to the quality of life of those in the locality (Addlestone), or it is likely that activities will take place and that they will have a detrimental effect. The effect of, or likely effect of these activities is, or is likely to be persistent or continuing in nature; and is, or is likely to be, unreasonable.
- 2.13 Surrey Police have also recorded an increase of reported anti-social behaviour within a specific location in Englefield Green. There have been 24 reported incidents of anti-social behaviour from the period of February 2017 to October 2017

within Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield, Englefield Green.

- 2.14 Anti-social behaviour incidents in this area have included individuals gathering in the alleyway running from Hazel Close onto Blays Lane and then onto Swallowfield causing criminal damage to properties and littering. There are concerns of drug use and intimidating legitimate alleyway users. There have also been reports of groups gathering in the parking area of Hazel Close, playing loud music from vehicles and kicking footballs towards properties and vehicles potentially causing damage. Some of the groups of individuals involved are aged under 18 years old.
- 2.15 The behaviour of the groups is perceived by residents as anti-social as it causes harassment, alarm and distress.
- 2.16 Incidents since January 2017, have been of a persistent and continuing nature, and have either been of detriment to the quality of life of those in the locality (Englefield Green), or it is likely that activities will take place and that they will have a detrimental effect. The effect of, or likely effect of these activities is, or is likely to be, persistent or continuing in nature; and is, or is likely to be, unreasonable.

3. Partner agencies responses to date

Addlestone Town Centre

- 3.1 Since the initial reports of anti-social behaviour in June 2017, Surrey Police have conducted targeted patrols within Addlestone Town Centre and the Addlestone One Car Park. However, incidents relating to the youths gathering have continued to increase.
- 3.2 Surrey Police approached the management company RBCi to consider further ways to secure the Addlestone One car park, including securing the access or installing rumble strips on bumps and to employ security guards. RBCi agreed to rumble strips being put on the ramps to deter skateboarding and bicycles within the car park. Security guards were also employed to patrol and challenge the group of youths trying to access the car park.
- 3.3 The security guards have been effective to a degree. However, there have still been reports of youths trying to gain access to the car park along with some incidents of hate crimes.
- 3.4 At Staines Magistrates Court on 17 January 2018, Surrey Police successfully applied for a Partial Closure Order for three months. This Order prohibits anyone from remaining on or entering Addlestone One Car Park except:
 - The owners of the car park, their employees or agents;
 - Customers of the car park, or agents appointed by those customers in connection with a vehicle on the premises;
 - Emergency services.
- 3.5 To do so in breach of the order would render a person liable to arrest. At the time of writing this report no arrests have been made.
- 3.6 Surrey Police implemented five Dispersal Orders over a period of time during which 24 dispersals were made:
 - 27 to 29 October 2017
 - 31 October to 1 November 2017

- 4 to 6 November 2017
 - 17 to 18 November 2017
 - 24 to 25 November 2017
- 3.7 The dispersal orders covered Addlestone Town Centre and the multi-storey car park. The orders were based on intelligence received about public order offences, groups of youths regularly gathering causing anti-social behaviour, riding bicycles in traffic in an intimidating manner and youths being verbally abusive towards residents and businesses.
- 3.8 Dispersal orders are put in place where a Police Inspector or above has reasonable grounds for believing that members of the public have been intimidated, harassed, alarmed or distressed in public places in a specific area (referred to as the relevant locality) and that anti-social behaviour is a significant and persistent problem in that area. They may make a written authority under s 34 of the Crime and Policing Act with the consent of the Local Authority, allowing Police Officers and Police Community Support Officers to disperse groups of more than two people.
- 3.9 The 16 identified individuals causing anti-social behaviour in Addlestone Town Centre were issued with Surrey Police anti-social behaviour warning letters and letters have also been sent to the parents to make them aware of the anti-social behaviour activities of their child. To date there have been sixteen follow-up home visits by police officers. Secondary Schools have also been informed of students who may be involved in anti-social behaviour. Two Acceptable Behaviour Contracts have been actioned. This is an escalating process which can lead to an appearance in Youth Court.
- 3.10 Some of the individuals involved in previous incidents must attend the Youth Restorative Intervention scheme. However, this does not appear to be deterring the others from committing offences and continuing to cause anti-social behaviour.
- 3.11 All the young people identified by police as being involved in anti-social behaviour in the central Addlestone area have been discussed with Family Youth Services. Only two were currently on Child Protection, eleven were not previously known to Social Services.
- 3.12 The parents have been supportive of the police interventions and some are putting boundaries in place i.e. removing their bikes and only returning them if their child behaves well. Parents are also attending weekly support meetings facilitated by Addlestone Youth Centre.
- 3.13 The youths have stated they are bored and would like to perform their bike tricks as an activity. They have been advised to visit Aviator Park where there is a skate park available to perform their bike tricks. However, the young persons would like ramps and a track and Aviator Park does not accommodate this.
- 3.14 The Open Spaces Team were approached regarding the requests for modifications and lighting to the skate park at Aviator Park. Modifications would be costly and a wider consultation would be required for such adaptations. Lighting could be explored for the winter months if it would encourage the group to visit the park.
- 3.15 Family Youth Services have been working with the young group since October 2017. The group have been attending the Addlestone Youth Centre sessions but there have also been issues at the centre where property has been vandalised, and there has been reported arson and verbal abuse.

- 3.16 The lack of youth facilities was identified by speaking to the youths and parents at meetings that took place on 11 and 29 January 2018. Lack of facilities for the youths and parents putting boundaries in place were identified as core problems behind the anti-social behaviour.
- 3.17 The youths expressed an interest for bike events or workshops which were bike related. This option and funding opportunities are currently being explored by the Community Development Team.
- 3.18 The youths have also been attending a weekly DJ session facilitated by the Addlestone Youth Centre. There has been a range of positive outcomes from increased confidence, positive engagement, managing behaviour, building positive relationships and talking about their aspirations. The youths have also shown interest in working on a football project with the Youth Centre in conjunction with Runnymede Borough Council.
- 3.19 Addlestone Youth Centre is currently only open to senior drop in sessions (Years 9 -11) on Mondays 7pm - 9pm. However, they are currently closed owing to staff shortages. Addlestone Youth Centre is also open Wednesdays for Junior Drop In (Years 7 and 8) 6pm - 8pm.
- 3.20 Addlestone Town Centre has been discussed by the Joint Action Group (JAG) as a standing item on the agenda since November 2017. JAG is a multi-agency forum where identified areas experiencing complex anti-social behaviour are discussed and actions agreed to reduce the negative behaviours. JAG members include representation from but not limited to Surrey Police, Surrey Fire and Rescue Service, Family Services, Housing Associations and Runnymede Borough Council.
- 3.21 JAG members feel that the severity and frequency of anti-social behaviour reports and incidents occurring in Addlestone town Centre have intensified since its referral in November 2017.
- 3.22 JAG believe that the behaviour is having, or likely to have a detrimental effect on the quality of life of those in the locality, is persistent and of a continuing nature and unreasonable, which satisfies the criteria stated in the Anti-Social Behaviour, Crime and Policing Act 2014 to justify a Public Spaces Protection Order.
- 3.23 Despite several partnership responses, incidents since June 2017 have been of a persistent and continuing nature, and have either been of detriment to the quality of life of those in the locality (Addlestone), or it is likely that activities will take place and that they will have a detrimental effect. The effect of, or likely effect of these activities is, or is likely to be, persistent or continuing in nature and is, or is likely to be, unreasonable. Taken in combination, these activities can reasonably be said to meet the statutory conditions set out in Section 59 of the Act.
- 3.24 Surrey Police have collated supporting statements from residents and businesses to include in the live document for the proposition of a PSPO.
- 3.25 The activities identified above are persistent or continuing, unreasonable owing to them being out of character with incident numbers in recent years in Addlestone and have continued for longer than a six-month period. The detrimental effects on quality of life can be seen in police reports to Surrey Police and in those who have been victims of such incidents.
- 3.26 In assessing whether a PSPO can be considered the behaviour being restricted has to be:

- having, or be likely to have, a detrimental effect on the quality of life of those in the locality;
- persistent or continuing in nature; and
- unreasonable

Hazel Close, Elmbank Avenue, Ilex Close, Holly Close, Blays Lane, Swallowfield, Englefield Green

- 3.27 Since the initial reports of ASB in September 2016 Surrey Police have conducted targeted patrols within the Englefield Green area. However, incidents relating to the youths and individuals gathering continued to increase.
- 3.28 Surrey Police identified that the alleyway at Hazel Close and steps to the entrance of Swallowfields was being used as a meeting point for groups and this is where incidents of anti-social behaviour were mainly occurring.
- 3.29 Runnymede Borough Council were requested to consider introducing a PSPO to permanently close access to the alleyway on Hazel Close. Partner agencies were consulted and it was agreed this would not be a proportionate use of the PSPO as it would unfairly penalise the wider community who regularly use the alleyway for access.
- 3.30 Runnymede's Estate Management Team who manage the entrance area to Swallowfield were requested to remove the bars and steps and re-landscape the area to make it less attractive for groups of youths and adults to congregate there.
- 3.31 The bars and steps were removed and landscaping completed in October 2017. Bushes have also have been planted to form a natural barrier at the re-landscaped area. These improvements have had the desired effect and groups are no longer congregating at the entrance of Swallowfield.
- 3.32 In November 2017 residents reported to Surrey Police that motorcycles were being driven off road through the Hazel Close alleyway. Surrey Police approached Surrey County Council (SCC) Highways Department to request the installation of a staggered barrier in the alleyway to prevent motorised bikes driving through the alleyway.
- 3.33 SCC Highways Department confirmed that new staggered barriers will be installed in the new financial year 2018/19.
- 3.34 Runnymede's Community Safety Partnership recently purchased a redeployable CCTV unit to be installed at locations that are suffering from ASB within the borough. The CCTV unit will be managed by Safer Runnymede and will be able to provide live images. The redeployable CCTV unit was installed in April 2018 at Hazel Close to deter ASB and capture incidents of ASB.
- 3.35 Hazel Close has been regularly discussed by JAG since September 2016. JAG members feel that the frequency of anti-social behaviour reports and incidents occurring in a relatively small area have remained since its referral.
- 3.36 JAG believe that the behaviour is having, or likely to have a detrimental effect on the quality of life of those in the locality, is persistent and of a continuing nature and unreasonable, which satisfies the criteria stated in the Anti-Social Behaviour, Crime and Policing Act 2014 to justify a Public Spaces Protection Order.
- 3.37 Despite several partnership responses, incidents since September 2016 have been of a persistent and continuing nature, and have either been of detriment to the

quality of life of those in the locality (Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield), or it is likely that activities will take place and that they will have a detrimental effect. The effect of, or likely effect of these activities is, or is likely to be, persistent or continuing in nature and is, or is likely to be, unreasonable. Taken in combination, these activities can reasonably be said to meet the statutory conditions set out in Section 59 of the Act.

- 3.38 Surrey Police have collated supporting statements from residents to include in the live document for the proposition of a PSPO.
- 3.39 The activities identified above are persistent or continuing, unreasonable owing to them being out of character with incident numbers in recent years within this area and have continued for longer than a six-month period. The detrimental effects on quality of life can be seen in police reports to Surrey Police and in those who have been victims of such incidents.
- 3.40 In assessing whether a PSPO can be considered the behaviour being restricted has to be:
- having, or be likely to have, a detrimental effect on the quality of life of those in the locality;
 - persistent or continuing in nature; and
 - unreasonable

4. Public Spaces Protection Orders (PSPOs)

- 4.1 On 30 October 2014 Corporate Management Committee agreed that the Head of Housing and Community Development be given delegated authority to undertake the Council's functions in respect of PSPOs, including in relation to the introduction, approval, variation and enforcement of PSPOs. Such delegated decisions would be undertaken in accordance with the procedure rules of the Council's Constitution.
- 4.2 The purpose of a PSPO is to stop individuals or groups committing anti-social behaviour in a public place by restricting certain types of behaviour. Guidance on PSPOs has been published by the LGA and is available in the Members' Room.
- 4.3 The Home Office guidance is not specific on what can be included in PSPOs as they have been designed to be flexible to the needs of local areas problems. A single PSPO can cover multiple restrictions and requirements in one order. It can prohibit certain activities, such as the drinking of alcohol, as well as placing requirements on individuals carrying out certain activities; for instance, people walking their dogs must keep them on a lead.
- 4.4 Councils are the responsible Authority for implementing PSPOs which must be reviewed at least every three years. The maximum length of a PSPO is three years.
- 4.5 In addition to the statutory public consultation requirements, the Council has to adhere to the publication requirements which form part of the Anti-social behaviour, Crime and Policing Act 2014. These specify both advertising requirements and the need for notification to be placed on land affected.
- 4.6 Once made, details of the making of a PSPO will be available on the Council's website and notification is required to be placed on the land affected in such a manner as to bring the order to the notice of persons using the restricted land. Any variation or discharge of the orders must be similarly publicised.

- 4.7 A breach of the PSPO is a criminal offence, which can be dealt with, either by way of a fixed penalty notice (FPN) of £100 to be paid within 14 days (reduced amount of £80 if paid within 10 days) or prosecution. If prosecuted, an individual could be liable to a fine no higher than £1,000.
- 4.8 Currently there is a three year PSPO for Dog Control within the borough which was agreed by the Environment and Sustainability Committee on 19 January 2017. Currently FPNs would only be issued to persons aged 18 or over.
- 4.9 Runnymede Borough Council currently only issues FPNs to those aged over 18 years. In law, a local authority can issue an FPN to anyone over the age of 10 if it appears they have committed an offence. Parents and guardians are not responsible in law for paying fixed penalties issued to young offenders. However, a court before which a young person appears can order the parent/guardian to pay any fine it may impose.
- 4.10 Surrey Police has provided information which details that some individuals involved in causing the anti-social behaviour within Addlestone and the Englefield Green area are under 18 years. For the proposed PSPOs to effectively execute its function, it is recommended that the Council issues FPNs to individuals who are under 18 years old.
- 4.11 The test criteria is designed to be broad and focuses on the impact anti-social behaviour is having on victims and communities. A PSPO can be made by the Council if they are satisfied on reasonable grounds that the activities carried out meet the above tests and evidence.
- 4.12 Encouraging open discussion as part of the PSPO statutory consultation process can help to identify how best to balance the interests of different groups – both those affected by anti-social behaviour and those who will be restricted by the terms of the Order – and a chance to explore whether there may be unintended consequences from the proposals; in particular any adverse impacts on vulnerable people.

5. Consultation

- 5.1 In deciding whether to make a PSPO the local authority must have regard to the rights of freedom of expression and freedom of assembly set out in the articles 10 and 11 of the Convention. “Convention” has the meaning given by s.21 of the Human Rights Act 1998.
- 5.2 A local authority must carry out the necessary consultation, publicity, and notification (if any), before making a PSPO.
- 5.3 Under s.72 of the Crime and Policing Act 2014, a consultation informs the decision to be made under s.59 when a local authority is deciding whether or not to make a PSPO and if so what it should include. There are no statutory requirements about the length of the consultation process.
- 5.4 To satisfy the above requirements for the PSPOs, public consultations were carried out between 15 August 2017 and 12 September 2017 for Englefield Green and for Addlestone between 11 January 2018 and 8 February 2018. These were further supported by consultation with Surrey County Council, Surrey Police, and partners in the Joint Action Group panel and with those particularly affected by the detrimental behaviour. For Englefield Green Thames Valley Housing Association were also consulted.

- 5.5 The public consultations on the proposed PSPO was available both online and in hard copy formats. Runnymede advertised the PSPO consultations on its website and via social media. Press releases were written and published on the front page of the website. Letters were posted inviting residents within the identified areas to take part in the consultations.
- 5.6 The consultations provided an overview for each area of what the local issues are, set out why a PSPO is being proposed, and what its impact would be.
- 5.7 On Tuesday 16 January 2018, an article regarding the PSPO consultation in respect of Addlestone Town Centre appeared on the online Get Surrey webpage.
- 5.8 The PSPO consultations produced 30 responses for Hazel Close, Elmbank Avenue, Ilex Close, Holly Close, Blays Lane, Swallowfield and 289 responses for Addlestone Town Centre. There was overwhelming support for the proposals in respect of both locations. The full set of Consultation responses is available for inspection in the Members' Room.

6. **PSPOs**

Addlestone Town Centre

- 6.1 In consultation with police who have received the majority of the reported incidents of anti-social behaviour, and in the view of the survey results, it is recommended that individuals in a group of three or more may be requested to disperse and not return within 48 hours. The recommended 48 hours is in line with the conditions that a Dispersal Order would impose.
- 6.2 Additionally in view of the consultation, the proposed restricted area was amended to include Addlestone Park, Liberty Lane, and Pitson Close where police also received related reports of anti-social behaviour.
- 6.3 The proposed duration of the PSPO for Addlestone Town Centre is three years (with an option for an early review or extension. Restrictions and requirements on behaviour will cover:
 - a) An authorised person where he reasonably suspects, may request that a group of three or more within the restricted area acting in such a manner as to cause harassment, alarm or distress to any person immediately disperse and not return to the restricted area within 48 hours.
 - b) An authorised person may request a person to dismount if they are cycling, skateboarding, hover-boarding or using similar devices within the restricted area where he reasonably suspects that the person is riding in a malicious and/or dangerous manner as to cause harassment, alarm or distress to any person within that area.
 - c) A person is prohibited from wearing face coverings in an attempt to conceal their identity to cause harassment, alarm or distress to any person; this includes scarves, balaclavas, and masks. This would not include face covering worn in respect of religious or cultural beliefs.
- 6.4 The Addlestone Town Centre Public Spaces Protection Order covers the areas in the marked area of the map, as attached at Appendix 'E'.

Hazel Close, Elmbank Avenue, Ilex Close, Holly Close, Blays Lane, Swallowfield

- 6.5 In consultation with police who have received majority of the reported incidents of anti-social behaviour, and in the view of the survey results, it is recommended to propose a group of three or more may be requested to disperse and not return within 48 hours. The recommended 48 hours imitates the conditions that a Dispersal Order would impose.
- 6.6 Additionally in view of the consultation, the proposed restricted area was amended to include Holly Close where police also identified receiving related reports of anti-social behaviour.
- 6.7 The proposed duration of the PSPO for Hazel Close, Elmbank Avenue, Ilex Close, Holly Close, Blays Lane, and Swallowfield is three years (with an option for an early review or extension). Restrictions and requirements on behaviour will cover:
- a) An authorised person where he reasonably suspects, may request that a group of three or more within the restricted area acting in such a manner as to cause harassment, alarm or distress to any person immediately disperse and not return to the restricted area within 48 hours.
 - b) A person is prohibited from playing ball games in a public space within the restricted area that is causing or likely to cause harassment, alarm or distress to any other person.
 - c) A person is prohibited from playing unreasonably loud music from any vehicle within the restricted area that is causing or likely to cause harassment, alarm or distress to any other person.
 - d) A person is prohibited to ingest, inhale, inject, smoke, possess or otherwise use psychoactive substances (formally known as 'legal highs') in a public space within the restricted area.
- 6.8 The Hazel Close, Elmbank Avenue, Ilex Close, Holly Close, Blays Lane, Swallowfield Public Spaces Protection Order covers the areas listed in the marked area of the map, as attached at Appendix 'F'.

7. Enforcement

- 7.1 In Runnymede, a PSPO could be enforced by a Police Officer, Police Community Support Officers and authorised Council Officers with enforcement training. However, Surrey Police will be the primary enforcers of the PSPOs in the borough as Runnymede Borough Council currently do not have the resources or an enforcement team available to effectively manage the PSPO.
- 7.2 Breach of a PSPO is a criminal offence. It is an offence for a person, without reasonable excuse, to do anything that a person is prohibited from doing by the order or fail to comply with the requirement to which a person is subject to under the order.
- 7.3 Runnymede Borough Council can issue a fixed penalty notice of up to £100, to be paid within 14 days, or a reduced amount of £80, if paid within 10 days. These FPNs amounts are consistent with FPNs issued in respect of offences relating to environmental crimes ratified at the Environment and Sustainability Committee on 18 January 2018.

- 7.4 Payment of the FPN within 14 days would discharge liability to conviction for the offence. Where the fixed penalty remains unpaid, court proceedings can be initiated. There can be a fine of up to Level 3 on prosecution (currently £1,000).
- 7.5 Police Officers will follow guidance issued by Surrey Police and supply personal details of the offender and supporting evidence of the breach to the local authority, to issue warning letters or a FPN if appropriate. The Runnymede PSPO Enforcement Policy is attached at Appendix 'G'.
- 7.6 Relevant agencies such as Social Services, the Youth Offending Team, and Housing Associations will also be made aware of the breaches.
- 7.7 Where a person has been dealt with for more than two breaches resulting in FPNs being issued, consideration will be given to a Community Harm and Risk Management Meeting (CHaRMM) referral to discuss options for how to manage the issues linked to the person offending. This could include support/intervention or other enforcement options such as an Anti-Social Behaviour Injunction or Criminal Behaviour Order.

8. **Policy framework implications**

- 8.1 The demand for this order is in response to a local joint approach to the problems in Addlestone Town Centre and in Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield.
- 8.2 Reducing crime and anti-social behaviour is an objective in the Runnymede Community and Safety Partnership Action Plan 2018-19.

9. **Resource implications**

- 9.1 Enforcement via service of a FPN unless paid will have both a financial and legal resource implication associated with recovery of costs and/or in exceptional cases possible court action. FPN provisions are catered for in the Council's Public Spaces Protection Order Enforcement Policy and are seen as part of a graduated and proportionate response to dealing with non-compliance.
- 9.2 There will be expenditure of approximately £1,000 for PSPO signage in the affected areas. This will be funded by the Runnymede Community and Safety Partnership budget.

10. **Legal implications**

- 10.1 Officers consider that there is sufficient evidence in this report for the Committee to reasonably conclude that the statutory conditions for making a PSPO have been satisfied and this action will be a measured response to the incidents of anti-social behaviour identified in the report. The necessary consultative steps have been carried out and partners, stakeholders and the general public are broadly supportive of the proposals.
- 10.2 Section 72 of the Anti-Social Behaviour and Policing Act 2014 requires Runnymede Borough Council to pay particular regard to rights of freedom of expression and freedom of assembly set out in articles 10 (the right to freedom of expression) and 11 (freedom of assembly and association) of the European Convention on Human Rights in considering the making any such order. The making of the said order is considered to be proportionate and will fulfil a legitimate aim of curbing anti-social behaviour in public places for the benefit of the law abiding majority and hence will not infringe article 11 ECHR.

10.3 The implementation of the PSPO provides additional powers to the Council and Police Officers to take action against anti-social behaviour activity within the designated Addlestone Town Centre area and within Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield. This directly supports the Council in discharging its statutory duty under Section 17 of the Crime and Disorder Act 1998 to exercise its various functions with due regard to the likely effect of the exercise of those functions, and the need to do all that it reasonably can to prevent crime and disorder in its area.

11. **Equality implications**

11.1 The Council must take care to ensure compliance with the Public Sector Equality Duty under the Equality Act 2010. An Equality Impact Assessment for the PSPOs and the enforcement protocol has been completed and is attached at Appendix 'H'.

12. **Other implications**

12.1 The PSPO will also support the Council and its partners in delivering the Runnymede Community Safety Partnership Action Plan 2018/19, specifically the priorities to reduce crime and anti-social behaviour and improve public confidence and community engagement.

13. **Sustainability implications / Community Safety**

13.1 The PSPOs will assist police and council colleagues in maintaining good public order and thereby supporting the economic sustainability of Runnymede, the quality of life for the town centre users and residents and, hopefully, through engagement with perpetrators.

14. **Risk management**

14.1 If the proposed PSPOs are introduced it will be important to ensure that its scope and the process for introduction is in accordance with the powers and requirements of the 2014 Act. Any challenge to a PSPO would be made by an interested person by way of an application in the High Court for permission to seek a Judicial Review. That application must be made within six weeks of the PSPO being made. An interested person is someone who lives in, regularly works in, or visits the restricted area. A person who receives an FPN due to a breach of PSPO can also challenge the validity of the order. This means that only those who are directly affected by the restrictions have the power to challenge. This right to challenge also exists where an order is varied by a council. Interested persons can challenge the validity of a PSPO on two grounds. They could argue that the council did not have power to make the order, or to include particular prohibitions or requirements. In addition, the interested person could argue that one of the requirements (for instance, consultation) had not been complied with. When the application is made, the High Court can decide to suspend the operation of the PSPO pending the verdict in part or in totality. The High Court has the ability to uphold the PSPO, quash it, or vary it.

14.2 The Council has taken measures to mitigate against these risks by for example embarking on a full consultation process, publishing the proposed order and map and putting in place measures to publicise the PSPO through street signage and an intention to publish the final order on the Council website in accordance with the act.

14.3 Additionally, the penalty breaches of this order relate to fines alone, which may lead to levels of non-payment. This proposal does not rely on securing income from the FPNs. It is proposed that any income secured will be ring fenced to support community safety measures.

15. **Conclusions**

15.1 The proposed PSPOs restrictions and requirements as set out in Section 6 of this report are deemed a suitable and reasonable response to the identified issues that will help address detrimental behaviour and which meet the statutory criteria.

15.2 Notably, the local chief of police, Surrey Police and Crime Commissioner, Community Safety unit at Surrey County Council, owner occupiers of land within the restricted area, where reasonably practicable, and appropriate community representatives have been consulted on the proposals.

15.3 Clear and solid evidence has also been obtained to support the PSPOs proposals through an open and transparent public consultation process. The responses obtained demonstrate a direct link between the anti-social behaviour and the PSPOs proposed in response. The requirements under section 59 of the Act have been fulfilled. Any interference with Human Rights is considered to be necessary, lawful and proportionate.

15.4 The overall conclusion is that a time-limited PSPO is a reasonable and justified response to the problems highlighted in the report.

15.5 **To avoid delay in implementation, an Urgent Action Standing Order 42 has been authorised to approve the PSPOs and is detailed elsewhere on this agenda.**

(For information)

Background papers

Anti-social behaviour powers statutory guidance for frontline professionals Home Office December 2017

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/679712/2017-12-13_ASB_Revised_Statutory_Guidance_V2.1_Final.pdf

Environment and Sustainability Committee report 19 January 2017 Trial Enforcement of Litter and Dog Control Legislation.

Environment and Sustainability Committee report 18 January 2018 Increase in fines for Environmental Services

Corporate Management Committee report 30 October 2016 The Anti-Social behaviour Crime and Policing Act 2014

8. **RUNNYMEDE PLEASURE GROUNDS – PROPOSED IMPROVEMENTS (COMMUNITY DEVELOPMENT)**

Synopsis of report:

To update Members on plans for the refurbishment of Runnymede Pleasure Grounds.

Recommendation(s):

None. This report is for information.

1. **Context of report**

- 1.1 Runnymede Pleasure Grounds (RPG) is a public open space on the banks of the River Thames, mid-way between Egham and Old Windsor. It is held by the Council as Trustee and the Trustee function is delegated to this Committee. It therefore falls upon Members of this Committee to exercise that function in accordance with the terms of the Trust and in its best interests.
- 1.2 This Committee has received a number of reports over the last few years outlining proposals being considered for updating the facilities at Runnymede Pleasure Grounds in order to improve the visitor experience.
- 1.3 At the last meeting of this Committee in March 2018, Members received feedback from the public consultation exercises carried out in February.
- 1.4 This report provides an update on the project since March.

2. **Report**

- 2.1 The Project Team and Project Board have now been formally established and meets fortnightly. Progress to date is set out in the following sections.
- 2.2 A further meeting has been held with the Runnymede on Thames Hotel regarding the possibility of the Hotel managing the holiday lodges on behalf of the Council. This second meeting considered in more detail how this arrangement might operate and looked at some initial cost and income estimates provided by the Hotel.
- 2.3 Further analysis and advice on these figures is needed before Officers go back to the hotel to discuss the Heads of Terms on which the legal agreement between the parties would be based.
- 2.4 Owing to the scale of the project and the mix of professional disciplines involved, Officers are looking to appoint an Employer's Agent to oversee the project. This would be a suitably experienced project manager, appointed on a short term contract, who would steer the project through the various stages needed such as engaging specialist consultants, for example an architect and quantity surveyor, finalising the design, preparing a planning application, commissioning the various construction elements and overseeing the build.
- 2.5 In the meantime, the Project Team have engaged with colleagues in Planning, Building Services and Drainage regarding the various project elements where their input would be needed.
- 2.6 Initial ecological surveys, specifically bat surveys of the existing buildings, have been commissioned. The findings from which will support the planning application and inform the method of demolition required.
- 2.7 Potential sources of external funding are being investigated and a stage 1 application is being prepared for the London Marathon Trust. A successful application could realise a grant of up to £150,000 towards the play area. The deadline for the next rounds of funding for this scheme are July and October 2018.
- 2.8 As reported at the last meeting, a public consultation exercise was undertaken during February. This provided an update on the latest proposed layout of the improvements and introduced the concept of including four holiday lodges within the scheme. A summary of responses was presented verbally at the last meeting.

Since then, feedback has been collated and published in full on the Council's website and a copy is attached at Appendix 'I'.

2.9 Below is a provisional timetable planned for the project:

- Appoint Employer's Agent by September 2018 to deliver the detailed and technical design and engage with Planning to support the planning process
- Conduct bat surveys of buildings due to be demolished on the site during 2018
- Develop the design and conduct further public consultation in Q4 2018
- Commence procurement of general contractor in Q1 2019 with aim to have contract in place by July 2019
- Commence construction in the off season from Oct 2019
- Works complete and opening ceremony June 2020

2.10 A chart illustrating these stages is provided at Appendix 'J'.

3. **Policy framework implications**

3.1 The Vision of the Council's Corporate Business Plan 2016-2020 is:

- A vibrant Borough with a high quality environment, where we maximise opportunities with partners to provide services which are highly regarded by local people.

3.2. The same document includes the key priorities:

- To proactively seek opportunities for regeneration in the Borough to assist with place shaping and the enhancement of the built environment e.g. Runnymede Regeneration package which includes Egham town centre, Egham Leisure Centre and Runnymede Pleasure Ground.
- To continue maintaining the services in our well regarded open spaces.

4. **Resource implications**

4.1 A capital estimate of £4.8m has been approved by Full Council in order to provide an interest free loan to the Runnymede Pleasure Grounds Trust for the refurbishment of the Pleasure Grounds.

4.2 The costs of preliminary work covered by this report, such as preparatory survey work, are covered by existing revenue budgets

5. **Legal implications**

5.1 The legal implications relating to the decisions taken to refurbish Runnymede Pleasure Grounds are as set out in the relevant previous reports.

5.2 The procurement for the Employer's Agent services is likely to be at a value which will only require compliance with Contract Standing Orders.

6. **Equality implications**

6.1 The proposals have been considered in the light of the Council's Public Sector Equality Duty and at this stage, the issue of access for those with mobility issues has been raised.

- 6.2 As the project progresses, Officers will consider any equalities implications that arise, particularly during the final design and planning application stages. This will need to take into account access issues, for example consideration of conducting an access audit and consultation with the Runnymede Access Liaison Group. The Council's Equalities Group will also be consulted and if necessary an Equalities Impact Assessment will be undertaken.

(For information)

Background papers

None stated.

9. PROMOTING WELLBEING IN OLDER PEOPLE STRATEGY – UPDATE (COMMUNITY DEVELOPMENT)

Synopsis of report:

The Promoting Wellbeing in Older People Strategy was introduced in June 2017 and this report provides an update on the achievements over the first year of the strategy and any new initiatives that will be introduced over the next 12 months.

Recommendation(s):

The Committee notes progress on the original action plan and the action plan for 2018/19 be adopted.

1. Context of report

- 1.1 In the Promoting Wellbeing in Older People Strategy it was recognised that an ageing population is going to put more pressure on services for older people. The Council over recent years has looked at how existing and new services could be delivered to complement those already provided by the statutory services i.e. Adult Social Care and the voluntary sector.
- 1.2 In the strategy there were a number of objectives identified. These were:
- Supporting people to remain independent, safe and as well as possible
 - Preventing or reducing social isolation
 - Supporting the reduction of dehydration and/or malnutrition
 - Supporting people with dementia to live well and remain as well and as independent as possible
 - Providing information, advice and support to enable people to make informed choices, including improvements to our website
 - Supporting carers to continue with their caring responsibilities and avoid carer breakdown
- 1.3 The emphasis on prevention is one that the Council is fully supportive of and many of our services are proactive in that they are provided to ensure that individuals do continue to remain independent as long as possible. This is important for the individual and is a much better use of limited financial resources.

2. Report

- 2.1 In the last year Council Officers have continued to work closely with other stakeholders and statutory organisations. Progress has been made on a number of the priorities identified in the strategy action plan. The outcomes have been detailed in Appendix 'K'.
- 2.2 Over the last year there has been considerable success in delivering the action plan. Some of the highlights include:
- New handyman service with Woking Borough Council
 - Meals at Home service relaunched with new menus and branding
 - Homesafe service has continued to grow
 - Surrey Heath Partnership is providing benefits i.e. taking on Surrey Heath Alarm monitoring
 - Non-Emergency Patient Transport is now being provided.
 - The Wellbeing Prescription Service has been set up with a member of staff employed initially for 12 months funded by the CCG
 - A range of leisure and sporting activities continue to be offered including swimming and the active 50+ activities.
 - The Living Well Week has now become an annual event which is well attended and provides a large number of different events and activities to attend.
 - Dementia awareness week was promoted and awareness raising in the community.
- 2.3 The Council continues to work closely with ASC and the CCG on a whole range of areas and these are discussed through the Local Joint Commissioning Group and Joint Operational Groups which also includes representation from the other NW Surrey Boroughs of Woking, Spelthorne and Elmbridge.
- 2.4 In 2018/19 the action plan will continue to develop some of the priorities in the original strategy but new priorities will also be added. An updated action plan is detailed in Appendix 'L'.
- 2.5 The action plan for this year has carried forward a number of priorities from last year as many are still ongoing and will continue to be. New priorities include the opportunities that will be available to develop a broader range of services and potential activities through the new Leisure Centre in Egham. There have already been discussions with the Centre Management, ASC, Public Health and the Youth Service and these will continue over the coming months.

3. Resource implications

- 3.1 There are no additional resource implications identified as the strategy is building on work that is ongoing or on projects that have been planned for this year for which funding or resources have been allocated.

4. Legal implications

- 4.1 These matters relate to non-statutory services and there are no legal implications.

5. Equality Implications

- 5.1 An equality screening was carried out for the Strategy in 2017 and a full impact was not required as no groups would be negatively affected by the strategy. Some of the data included in the screening has been updated and this identifies the following changes:

- It is projected that by 2039 the over 65 population in Surrey will have increased to 24.7%
- In Runnymede by 2030 the over 65 population will have increased from 15,200 to 19,700, a 29% increase.
- By 2035 there will be a projected 61% in people suffering with Dementia and 52% with mobility problems.
- Take up of the Council's Community Transport and Meals at Home Service has increased over the last 2 years.

5.2 An updated EIA is attached at Appendix 'M'.

(To resolve)

Background papers

None.

10. ADOPTION OF A PLAYING PITCH STRATEGY (COMMUNITY DEVELOPMENT)

Synopsis of report:

The stage D report for the Playing Pitch Strategy was signed off by the project group in April 2018. This report outlines the recommendations from the report and asks the Committee to adopt the action plan that has been produced.

Recommendation(s):

- i) The Committee adopts the final Playing Pitch Strategy document and actions plans for each sport and note that future funding for projects may be requested as part of the strategy; and**
- ii) An annual review of the strategy is carried out with an update report to this Committee on progress against the action plan.**

1. Context of report

1.1 The production of a Playing Pitch Strategy (PPS) has a number of key objectives:

- To gather data on the supply and demand for all sports covered by the PPS.
- Analyse the current level of pitch provision
- Assess the quality of the pitches
- Compile a database of locations and quality of pitches
- Consider improvements to facilities including changing rooms
- Understand local demand and current trends
- Provide recommendations on provision, protection and enhancement
- To support and inform the local plan
- Identify opportunities to expand local provision
- To help with sports development and increase participation
- Support health and wellbeing of residents
- Provide evidence to support projects
- To ensure the PPS is regularly monitored and updated.

1.2 The PPS includes analysis of the following sports within the borough: Football, Cricket, Hockey, Rugby Union, Lacrosse and Bowls.

- 1.3 The methodology for producing the PPS is divided into five key stages as identified in the Sport England 'Playing Pitch Strategy Guidance' 2013:

Stage A – prepare and tailor the approach
Stage B – Gather supply and demand information
Stage C – Assess the supply and demand information and views
Stage D – Develop the Strategy
Stage E – Deliver the strategy and review

- 1.4 In May 2017, Ploszajski Lynch Consulting Ltd were awarded the contract to produce the strategy and an initial meeting was held to scope out the work and consult with local clubs and national governing bodies.
- 1.5 As part of the Local Plan process, the Council carried out its first round of public consultation on the Local Plan in July and August 2016. This was known as the Issues, Options and Preferred Approaches document. The document set out what the Council considered to be the strategic policy areas of consideration and included recreation, green space and leisure. During this consultation, Sport England, made a representation, which stated '*Sport England's policy is to challenge the progression of Local Plans if they are not informed by a robust and up to date evidence base*'. Sport England emphasised that the preferred approach as set out in the Issues, Options and Preferred Approaches document in addressing outdoor sports facilities should be informed by an up to date Playing Pitch Strategy (carried out in accordance with a methodology approved by Sport England).

2. Report

- 2.1 At the last meeting of this Committee in March 2018 an update on the progress that had been made was provided and Members were advised that the stage D document was due to be finalised and signed off by the sporting stakeholders and Sport England. This stakeholder meeting was held on 19 April 2018 and other than a few minor changes all the national governing bodies were satisfied with the recommendations.
- 2.2 The new strategy was put on the Council's website in April 2018 as part of the evidence base which supports the Draft Runnymede 2030 Local Plan. The strategy contains the background information on current participation, future supply and demand based on population growth, an assessment of current provision, some scenario testing for each sport and recommendations.
- 2.3 The full strategy document is available on the website and a hard copy is available to view from the Planning Policy and Strategy team. There is an action plan for each sport which is attached to this report at Appendix 'N'. This is split between strategic and site specific actions some of which are relevant to more than one sport.

Football

- 2.4 At stage C, Football was identified as the largest participant sport in the borough. Some of the key findings included:
- a long term decline in adult football which is replicated across the country
 - growth in youth and mini participation in the last three years with some clubs having waiting lists
 - There is a deficit in the supply of pitches based on the level of current and future use.

- Women and girls football is under developed
- There is a possibility, based on the data, that the number of teams will increase by 58 teams over the next 12 years from the current 125
- A number of players come into Runnymede to play the equivalent of 23 teams (20% of the participants)
- There is only one full sized 3G pitch a shortfall of two pitches
- 63.7% of the grass football pitches were rated as good
- Just over two thirds of the pitches with community use have secured use, which means a third of pitches could be removed from community use at any time.

2.5 In the strategy there are six recommendations for football:

1. All current and disused football pitch sites should be retained and if any should become subject to development proposals they should be replaced.
2. Secure community use agreements at sites where there currently is not one in place
3. Look to help secure funding on sites where there is poor pitch quality and changing facilities, designate sites for adult or youth football only if funding is not available and apply to the FA Pitch Improvement Programme for sites with poor playing surfaces.
4. The site specific action plan is used as the basis for developer contributions to enhance current facilities.
5. Look at the provision of additional 3G pitches to meet demand.
6. Look at obtaining developer contributions for new provision to meet future needs.

2.6 The action plan for football does prioritise a number of sites and to progress some of these potential projects, feasibility studies will be required and capital investment. Some of the investment could be provided from external funding and the PPS will be useful in supporting any funding bids.

Cricket

2.7 At stage C, some of the key findings with regard to Cricket were:

- An undersupply of pitches based on future demand but current supply shows that there is spare capacity.
- The general quality of the pitches and outfield was good or standard but some changing facilities were classed as poor.
- Only two cricket pitches do not have secured community access which is seen to be a positive factor in maintaining current provision.
- Women and girls cricket is underdeveloped with only one women's team.
- A lack of indoor nets and indoor cricket leagues
- Artificial wickets could be installed to cater with the additional future demand
- New cricket wickets could be installed at new sites including schools and existing Council parks.

2.8 In the Strategy there are four recommendations for Cricket. These are:

1. Retain all current sites and where they might be subject to developer proposals they are reprovided.
2. Look at current leases for clubs who may require longer leases to secure external funding.
3. Support external funding applications to improve existing pitches and changing facilities.

4. The site specific action plan is used as the basis for developer contributions to enhance current facilities.
- 2.9 As was the case for football, a number of Council sites were identified for improvement in the action plan. The option of opening up school provision is also an action that could be developed.
- 2.10 **Rugby Union** in Runnymede is catered for by two teams: Egham Hollowegians and Royal Holloway University. At the university there is a full sized rugby pitch which is accredited for game use. This is one of only two in the County.
- 2.11 The strategy has identified four recommendations for Rugby. These are:
1. Retain all current sites and where they might be subject to developer proposals they are reprovided.
 2. Look at the security of tenure for Egham Hollowegians RFC (EHRFC) and secure formal Community Use Agreements where required.
 3. Existing pitch capacity could be improved through better drainage and maintenance of the EHRFC, potential floodlighting at EHRFC and access to pitches at St George's College if required.
 4. The site specific action plan is used as the basis for developer contributions to enhance current facilities.
- 2.12 **Hockey** in Runnymede is well catered for with three clubs and 28 teams. The pitches provided are all of good quality and based on future demand the existing spare capacity would cope with the additional teams.
- 2.13 The strategy has identified four recommendations for Hockey. These are:
1. Retain the current four pitches and if there are proposals to either move or convert the pitches into 3G football turf pitches there should be evidence to show the demand can be met from alternative pitches or the pitch is replaced.
 2. Look into a Community Use Agreement for the Royal Holloway University pitch.
 3. Resurfacing of pitches takes place to ensure they continue to meet the standards required.
 4. Developer contributions be obtained for any facility enhancements.
- 2.14 **Lacrosse** is a sport that is played at Royal Holloway University and TASIS. There is currently no community club and neither of the two sites would be able to cater for club use. In the strategy it was identified that existing provision should be safeguarded and Community Use Agreements be put in place where required.
- 2.15 **Bowls** is well catered for in Runnymede with five Bowling Greens, four of which are in Council parks and maintained by on site staff.
- 2.16 In the strategy there are three recommendations for Bowls. These are:
1. All sites be retained for bowls use and if they are identified for development they are replaced.
 2. Improve disability access at two of the sites
 3. Developer contributions to be used for any facility enhancements.

- 2.17 The action plans for each sport goes into more detail on the site specific requirements. For example with football there are a number of actions which relate to Council sites including the updating of existing changing facilities, reviewing grounds maintenance work and improving drainage to pitches. The costs for the work where available have been provided in the action plan and options for external funding have been identified if appropriate.
- 2.18 There will be an annual review of the strategy, at which point a number of things will be looked at including the delivery of the recommendations and action plan, how the PPS has been applied and any lessons learned, any changes to important facilities, any development of a specific sport or format and any emerging issues or opportunities.
- 2.19 The review group will comprise of Council Officers, NGB representatives, Sport England and any other stakeholders it is felt appropriate to invite.

3. Resource implications

- 3.1 The Playing Pitch Strategy work has been funded by Planning as part of the documentation required for the Local Plan.
- 3.2 Any funding requirements that come out of the strategy will need to be incorporated into the future capital programme if Members agree that the work identified is required. Each scheme will be subject to a full project appraisal before being submitted for Committee approval. Funding could also be sourced from external bodies and through linking up with local clubs who may also be able to match or part fund potential projects.
- 3.3 Capital investment into Council and new facilities could improve the use, access and create additional revenue streams.

4. Legal implications

- 4.1 There is no statutory duty to produce a Playing Pitch Strategy but it is regarded as best practice and has been produced in response to comments made by Sport England through the Local Plan process.

5. Equality Implications

- 5.1 The draft Local Plan was subject to a full Equalities Impact Assessment. With regard to the provision of Playing Pitches, the protected characteristic of age was identified as relevant as a 'low positive' impact.
- 5.2 The protection of playing pitches will ensure facilities remain available to all age groups who wish to participate in suitable sports. The Playing Pitch Strategy 2018 will provide a robust and up to date assessment of the need for playing pitches in Runnymede and opportunities for new provision. In particular, this policy will support the needs of young people who may suffer adversely from the loss of school playing fields.

(To Resolve)

Background papers

Stage B and Stage C reports

11. **THE ORCHARD – FUTURE USE (COMMUNITY DEVELOPMENT)**

This report is to follow.

12. **CHANGES TO CEMETERIES GRAVE DIGGING SERVICE (COMMUNITY DEVELOPMENT)**

Synopsis of report:

The report sets out the reasons for the recent outsourcing of grave digging in the Council's cemeteries, describes the benefits of this arrangement and recommends that grave digging be formally outsourced for a further period.

Recommendation(s):

That grave digging and other cemetery duties as described in the report be outsourced until December 2019 via a formal tender.

1. **Context of report**

- 1.1 The Council runs four operational cemeteries at Addlestone, Chertsey, Englefield Green and Thorpe. Between them they accommodate approximately 140 interments a year, which may be coffin burials or the interment of cremated remains.
- 1.2 The Cemeteries team sits within the wider Green Space team and, until late last year, consisted of a Cemeteries Manager and a part time Support Officer based at the Civic Centre with two manual staff based at the cemeteries; a Supervisor and an Assistant. These staff were responsible for excavating and backfilling graves and generally maintaining the cemeteries in good order.
- 1.3 During 2016 and 2017, the Cemeteries Supervisor had periods of long term sick leave. This resulted in his departure from the Council in October 2017. Prior to this, in May 2017, the Assistant resigned to move to a similar job nearer his home.
- 1.4 While there were staff shortages it had been necessary to bring in a specialist contractor to assist with some of the grave digging. The nature of the work often requires two people to work together and the Assistant could not be expected to deal with all of the work alone.
- 1.5 When it became clear that both employees were leaving the Council, and there would be no staff to carry out the grave digging, to oversee funerals or undertake ad hoc grounds maintenance tasks, the same specialist contractor was asked to cover all the grave digging as an interim measure.

2. **Report**

- 2.2 This arrangement with a contractor proved to be very effective and good value for money when compared to the cost of staffing the service. Expenditure is only incurred when graves need to be excavated as opposed to retaining two members of staff on a full time basis to carry out the role.
- 2.3 The ad hoc grounds maintenance duties have been transferred to the Council's grounds maintenance contractors at a cost of around £3,600 per annum.

- 2.4 The only additional pressure on the team is that the office based staff now have to attend interments, but this is manageable.
- 2.5 The Council's wider Grounds Maintenance Contract expires in December 2019 and Officers will be soon be looking at a range of options for the provision of a grounds maintenance function after that date. As it may be feasible to include the grave digging within that grounds maintenance arrangement, the proposed outsourcing would be a short term arrangement until December 2019.

3. **Resource implications**

The financial implications of outsourcing the grave digging are shown at Appendix 'O'. It is proposed that officers bring back a further report to this Committee to show how the potential saving of around £35,000 per annum could be utilised to improve resilience elsewhere in the Green Space team.

4. **Legal implications**

- 4.1 By section 214 of the Local Government Act 1972, Runnymede Council is a burial authority and can exercise the functions conferred by the Act and the Regulations made thereunder, including the power to provide and maintain cemeteries.

5. **Unison Comments**

- 5.1 Whilst Unison would normally resist the outsourcing of any service, this situation has special circumstances and is one which will be kept under review while a long term solution can be found.
- 5.2 This is an opportunity to conduct a review within a fairly short time frame, as resilience is needed now, with the objective of supporting the whole Green Space Team. The restructure of the service in 2014 was too severe and the remaining staff across Parks, Open Spaces and Cemeteries need more resources to continue providing the services which our residents value so much.
- 5.3 Unison looks forward to receiving further details in due course.

(To resolve)

Background papers

None stated.

13. **COMMUNITY DEVELOPMENT KEY PERFORMANCE/ACTIVITY INDICATORS – RESULTS 2017/2018 (COMMUNITY DEVELOPMENT)**

Synopsis of report:

To advise Members of the performance of the Corporate KPI's for services under this Committee for 2017/18

Recommendation:

None. This report is for information.

1. Context of Report

- 1.1 The purpose of this report is to provide Members with the 2017/18 Key Performance/Activity results for the services under the remit of this Committee.
- 1.2 As part of the Performance Management Framework, quarterly performance reports are made to Corporate Management Committee on:-
- Financial Performance
 - Corporate KPI Performance
 - Projects Performance

2. Report

- 2.1 Within the Community Development Business Centre Plan, the following indicators are being monitored this year and the actuals are also included where figures are collected quarterly.

Performance Indicator	Actual 2017/18	Annual Target 2017/18
Numbers of young people attending Surrey Youth Games Training	404 (took place in 1 st quarter)	350
Number of formal complaints related to the Business Centre/Team	7	0
Number of Community Alarm Users	1,490	1,500
Number of decisions investigated by the ombudsman requiring a remedy by the Council	0	0
Number of individual trips with the Community Transport service	55,205	55,000
Percentage of Careline calls answered within 60 seconds	99.78%	99%
Number of community meals delivered	39,878	40,000

- 2.2 There were no significant variations against target for any of the KPIs at the end of the last financial year.
- 2.3 This item presents the opportunity for Members of the Committee to ask any questions relevant to the remit of this Committee. However, to ensure that Officers are able to give a full response, Members are requested to give written notice of any questions to the Chairman, relevant departmental Corporate Director and Head of Strategy no less than 48 hours prior to the meeting.
- 2.4 Members are also asked to note that this report should be distinguished from committee specific reports and is a standard report submitted to all the service committees. The aim is to improve awareness of corporate performance and should be read in conjunction with this Committee's business centre plan.

(For information)

Background Papers

None stated.

14. APPOINTMENTS TO COMMUNITY SERVICES SUB-GROUPS AND RELATED INITIATIVES (LAW AND GOVERNANCE)

THE COMMITTEE IS ASKED to consider the following appointments to the Community Services Sub-Groups and one related body for the Municipal Year 2018/19:-

1. **Two Officers** to serve on the **Cabrera Trust Management Committee**. The Management Committee comprises the three Virginia Water Councillors ex officio, and two Officers acting as the Honorary Secretary and Honorary Treasurer for the Trust. The term of these appointments runs from the end of the Cabrera Trust's Annual General Meeting in 2018 to the end of the said same meeting in 2019. The Group meets twice a year (scheduled dates are 19 July 2018 and 10 January 2019) and the retiring Officer appointees are the **Corporate Director of Resources** and the **Head of Community Development**. Both have confirmed they are willing to carry on in their respective roles, subject to Committee approval.
2. **Two Members** to serve on the **Chertsey Meads Management Liaison Group**. The Constitution of the Group provides that the meetings of the Liaison Group shall be chaired by a Member of the Council representing the Community Services Committee, and the other Member need not be a member of this Committee. In the past, Members have agreed that it is appropriate to appoint a Member representing one of the Chertsey or Addlestone Wards. The Group meets twice a year (scheduled dates are 20 September 2018 and 26 February 2019). There is also an annual litter pick in the Spring and site visit in the Summer (this year 19 June 2018). The retiring Members are **Councillors D A Cotty and M G Nuti**. Both Members are happy to continue.
3. The appointment of an **Older Persons Champion**. Members are asked to note that when this was considered in November 2009 by the former Housing and Community Services Committee it was agreed that the duties associated with the post should be tailored, where possible, to accommodate the availability of the appointee. The retiring Member is **Councillor Mrs G Warner**, who has indicated that she is happy to continue.

(To resolve)

Background Papers

None.

15. CHERTSEY MEADS MANAGEMENT LIAISON GROUP – MINUTES – 27 FEBRUARY 2018 (LAW AND GOVERNANCE)

Attached at Appendix 'P' are the Minutes of the meeting of the Liaison Group held on 27 February 2018.

(For information)

Background Papers

None.

16. URGENT ACTION - STANDING ORDER 42 (LAW AND GOVERNANCE)

Copies of proformas numbers 909 and 912 detailing action taken after consultation with the Chairman of the Committee under Standing Order 42 are attached at Appendices 'Q' and 'R'.

(For information)

Background Papers

None.

17. EXCLUSION OF PRESS AND PUBLIC

OFFICERS' RECOMMENDATION that -

the press and public be excluded from the meeting during discussion of the following reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would be likely to involve disclosure of exempt information of the description specified in paragraph 3 of Part 1 of Schedule 12A of the Act.

(To resolve)

PART II

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

	Para
a) <u>Exempt Information</u>	
18. SAFER RUNNYMEDE	3
19. AVIATOR PARK	3
b) <u>Confidential Information</u> (No reports to be considered under this heading)	





Community Services Committee



Thursday 14 June 2018
Appendices

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Action Plan for Addlestone Bourneside/Addlestone North

TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<p>Red = failing to meet target Amber = at risk need intervention/remedial work Green = progressing Black = complete</p>
<p>Reduce the number of adults on out of work benefits in Addlestone Bourneside from 330 to 297 (10%) by March 2021</p> <p>Reduce the number of adults on out of work benefits in Addlestone North from 380 to 340 (10%) by March 2021</p>	<p>LOUISE FOX</p> <p>JILL EDWARDS (Sayes Court Children's Centre) /Amanda Burrows (Stepgates School)/LOUISE FOX (King's Centre)</p> <p>Helen Hallet (Runnymede Foodbank)</p>	<p>Number of Work Skills Courses run per annum</p> <p>Number of English Communications, Employability, Digital Citizens, Food Certificate, Computer and parenting courses run per annum</p> <p>Provision of childcare during the course time</p> <p>Maintain Runnymede Foodbank and Referrals to debt and employment assistance</p>	<p>DWP would like the Job Club to run for two days a week. The Tuesday session is being extended in length for informal training.</p> <p>An extra session on a Friday afternoon has been added to respond to the increasing demand.</p>	<p align="center">   </p>




<p>Raise awareness on dementia and help develop dementia friendly communities with the Alzheimer's Society</p>	<p>Suzanne Stronge</p>	<p>Establish the multi-agency Local Dementia Action Alliance with agreed priorities and pilot initiatives.</p>	<p>The Local Dementia Action Alliance meets quarterly.</p>	
<p>Preventing teeth decay and tackling young mum's giving sugary drinks to their children and drinking high energy drinks.</p>	<p>Jill Edwards/Suzanne Stronge</p>	<p>Press release on tooth decay in children produced.</p>	<p>Continue the campaign around high energy drinks and tooth decay in schools.</p>	






Action Plan for Chertsey St Ann's/Chertsey Meads




TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<p>Red = failing to meet target Amber = at risk need intervention/remedial work Green = progressing Black = complete</p>
<p>1. Reduce teenage pregnancy and abortion by 20 per year by March 2020/21 (2011 under 18 year old conceptions 43 and 24 abortions)</p>	<p>SUZANNE/LISA ANDREWS (Public Health)</p>	<p>Lobby SCC for long-term sexual outreach clinics at Chertsey Youth Centre and lobby North Surrey CCG for a Runnymede Family Planning Clinic</p> <p>Early motivation to delay pregnancy by addressing mother's expectations for their daughters. Mother and daughters Activity groups linked to learning skills and improving aspirations</p>	<p>Blanche Heriot Unit closing. Only 3 main hubs providing sexual health services at Woking, Guildford and Redhill. Waiting for identification of outreach venue in Runnymede. Continued lobbying for a young peoples sexual outreach clinic</p>	
<p>2. Reduce the number of adults on out of work benefits in Chertsey St Ann's from by 10% by March 2020/21</p> <p>Reduce the number of adults on out of work benefits in Chertsey Meads by 10% by March 2020/21</p>	<p>SUZANNE</p>	<p>Number of Work Skills Courses run per annum</p> <p>Provide a pool of computers/tablets using Proctor & Gamble, Samsung and Chertsey Combined Charities as possible sources of funding</p>	<p>Revive Coffee Shop laptop sessions planned for later in 2018.</p>	

<p>3. Provide families with school age children, young and older people with access to computers. Increase the number of computers in the two wards and promote additional computer courses accessible to all by 25%.</p> <p>4. Counter the isolation of parents at Bridge Wharf and in Chertsey Meads and provide outreach Youth facilities to Bridge Wharf and Chertsey Meads</p>	<p>SUZANNE/ANDREW RYLAND/SYLIVIA/ RONNIE</p> <p>SUZANNE STRONGE</p>	<p>Increase the number of computers and computer courses in the two wards, and promote the use of the existing computers at the library and Gogmore Farm Park Youth Centre</p> <p>Provide activities and encourage the use of Chertsey Meads as a greenspace, and the use of the play area</p>	<p>Portacabin/workshop community space is not going forward with A2 Dominion. The National Institute for African Studies Shop may provide a space for parents and young people.</p>	<p>G</p> <p>A</p>
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Action Plan for Egham Hythe/Egham Town/Pooley Green

TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				Red = failing to meet target Amber = at risk need intervention/remedial work Green = progressing Black = complete
Provision of 2 containers to provide a Youth Building for Pooley Green, and to be used for other community groups during the day by June 2020	CLLR GILL WARNER	Provision of container	Cllr Gill Warner to re-cost the scheme and identify the shortfall Planning permission will be required.	
Hold a launch event for the Youth Building/Fun Day by July/August 2020	CLLR GILL WARNER/ SUZANNE STRONGE	Use the launch/fun day to start to engage with families and ascertain what community groups are needed (eg baking, beauty, gardening, men's groups, woodwork/car maintenance etc)	Awaiting container	
Improve Pooley Green Shopping Parade working with the Pooley Green Parade of Shops Traders Association and the community	SUZANNE STRONGE	The very first Frogs Island Fair has been held and this will now become an annual event on the last Saturday in May. Plans for work experience for students at Magna Carta School Along the shopping parade are being made eg window dressing. A	Pooley Green Shopping Parade Traders meeting April/May 2018	

Tackle obesity by helping families/residents get fitter as part of establishing groups	CAMELLA ANDERSON	quarterly newsletter is being produced. Obesity and exercise initiatives with Runnymede Borough Council	Get Active launched	
Dementia Friendly Community being piloted	SUZANNE STRONGE	Fridge magnet launched for national carers week and Alzheimer's dementia audit being carried out	Runnymede Dementia Action Alliance Action Plan being implemented	
Provision of laptops in the containers to assist residents to apply for benefits and jobs on line by January 2020	SUZANNE STRONGE/CLLR GILL WARNER	Awaiting containers	Awaiting containers	
Set up parent support groups to tackle attachment disorder and parents who lack time and ability to interact and play with their children.	SUZANNE STRONGE/DEBBI KEELEY	The Speech and Language pilot 2 covers this in partnership with the Haven Children's Centre. Address parents mental health issues and provide a session for parents only and a session for parents and children	Covered by the Speech and Language Pilot with Health Visitors Families work also being carried out at Magna Carta School eg Headspace funded from RBC Community First funding.	
Reduce teenage pregnancy and abortion by 20 per year by December 2021	SUZANNE STRONGE	No sexual health interventions were allowed during the Public Health Sexual	To be delivered by Public Health as part of the action plan for the Sexual Health Needs	

<p>(2011 under 18 year old conceptions 43 and 24 abortions)</p> <p>Flood Memory Book being published in conjunction with Royal Holloway and Egham Museum</p> <p>River Waterway Celebration to promote the benefits of the waterways and generate income from tourism</p>	<p>ROYAL HOLLOWAY/ EGHAM MUSEUM</p> <p>ALL</p>	<p>Health Needs Assessment published Summer 2016</p> <p>Early motivation to delay pregnancy by addressing mother's expectations for their daughters</p> <p>Flood Memory Book to be published in 2018</p> <p>Rivers Waterway Celebration 2018 launched and being delivered.</p>	<p>Assessment 2017</p> <p>Working with Magna Carta School and raising aspirations through work experience and Runnymede Upskilled</p> <p>Promotion of the Runnymede Rivers, Waterways Celebration ongoing</p>	<p></p> <p></p> <p></p>
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Action Plan for the Forest Estate Community Hub and Multi-Agency Steering Group

TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<p>Red = failing to meet target Amber = at risk need intervention/remedial work Green = progressing Black = action complete</p>
<p>Reduce the number of adults on out of work benefits on the Forest Estate from 125 to 112 (10%) by March 2021</p>	<p>DENISE BRANNAN (THE JOURNEY RIVER CHURCH)/SUZANNE STRONGE</p>	<p>Angeline Gore has run an employment workshop, which helped 1 person into employment and 2 other people gained interviews and voluntary work.</p> <p>Two further employment courses will be run by Angeline Gore this year.</p> <p>Refurbishing the rear of the hub will enable more courses to run and a Youth Café, where young people can also obtain work experience.</p> <p>Additional activities will be offered to 12 to 15 year olds eg places on the monthly community cooking Saturday.</p> <p>A possible Saturday International Kitchen session once a month.</p>	<p>Functional maths, computer courses provided by Strodes to be arranged when the rear of the hub is refurbished.</p> <p>Dates awaited</p> <p>Funding to be identified to refurbish the rear of the hub</p>	<p style="text-align: center;">    </p>

<p>Teaching cooking and budgeting skills for families and older people</p>	<p>CLLR NIGEL KING</p> <p>SUZANNE STRONGE/ JANE FROSTICK</p>	<p>Quarterly Walk to Windsor Great Park</p> <p>Development of a historical walking leaflet to help with work experience/skills.</p>		<p>G</p> <p>A</p>
<p>Developing services for Family Hubs/Early Years</p>	<p>SUZANNE STRONGE</p> <p>DENISE BRANNAN/ SUZANNE STRONGE</p> <p>DENISE BRANNAN (THE JOURNEY/RIVER CHURCH)</p>	<p>Flower Project to provide hands on experience of running a business.</p> <p>A flower course linked to the Royal Egham Show will be run again in 2018..</p> <p>Running workshops to help parents support their children with their homework</p>	<p>Suzanne to contact Cllr Dolsie Clarke/Phil suggested post graduate students may be able to help.</p>	<p>A</p> <p>A</p>
<p>Community garden scheme</p>	<p>DENISE/SUZANNE/ FRIENDS OF</p> <p>SUZANNE STRONGE/ DENISE BRANNAN (THE JOURNEY/RIVER CHURCH)</p>	<p>Cookery Club set up in 2016, two sessions a month may be set up in 2018</p> <p>Funding has been received from the Surrey Community Foundation. A project leader with horticultural experience is being sought.</p>	<p>The Cookery Club is meeting regularly and one young man has gone on to a Brooklands Chef course.</p>	<p>A</p> <p>G</p>
<p>Funding Applications for running costs/projects</p>	<p>SUZANNE STRONGE/ DENISE BRANNAN (THE JOURNEY/RIVER CHURCH)</p> <p>DENISE BRANNAN (THE JOURNEY/RIVER CHURCH)</p>	<p>Funding strategy being produced by the Journey Management Committee</p>	<p>Denise to update the next task group meeting</p>	<p>A</p>

<p>Reduce teenage pregnancy and abortion by 20 per year by March 2019 (2011 under 18 year old conceptions 43 and 24 abortions)</p>		<p>The Blanche Heriot Unit has closed there is still no outreach sexual health for young people in Runnymede..</p>	<p>Letter on this issue sent to the Director of Public Health</p>	
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Project	Outcome	Cost
	2017/18	
Contribution to the Forest Estate Community Hub Leaking Roof	Prevent water leaking into the kitchen by re-roofing a large part of the roof.	£11,000
Contribution to the very first Frogs Island Fair	The first Frogs Island Fair was very successful with around a 1000 people attending the fair, and residents asking for a bigger fair in 2018.	£3,000
Parent Headspace mental health project working with families	This was a very successful project in improving family relationships..	£1,500
Employment Course Browns	Preparation for Employment Course for adults, particularly women returning to work at the Forest Estate Community Hub.	£2,500
Contribution towards the Parenting Puzzle Course at Sayes Court Children's Centre	Course to help parents improve their parenting skills.	£500
Resilience Doughnut	Mental health training course for parents to help their children manage anxiety and learn coping skills to improve their educational attainment.	£2,500
Contribution to the Hot Plate and Gazebo for St Paul's free breakfasts for school children	St Paul's are providing free , healthy breakfasts for children as an alternative to high energy drinks.	£1,500
Runnymede Rivers and Waterways Celebration Tourism Pilot – Part One	Provision of a website, marketing and social media assistance.	£3,216
Camera and Monitor at the Pooley Green Shopping Parade	Provision of a camera to enable prosecution for fly tipping and to act as a deterrent to people hanging around at the rear of the shops.	£4,500
Contribution to Chertsey Chamber of Commerce Community Christmas Goose Fair	Around 1000 local people attended the Goose Fair.	£1,430
Pilot window Dressing Project at Pooley Green Shopping Parade	Rivers Celebration themed window dressing project at Pooley Green Shopping parade to make it look more attractive and give young people at Magna Carta School work experience.	£500


One off payment towards the cost of the Forest Estate Community Hub Manager's Salary	At the end of March 2018 there was no funding in place for the Forest Estate Community Hub Manager's salary. To prevent the Hub Manager leaving and losing all the good work at the hub, a one off payment was made for salary.	£5,000
Doorstep Sports Club	Engaging with young people in Gogmore Park to encourage them to take up sports activities. Also filling a gap as the youth centre is currently not open. Up to 25 young people are attending each session.	£770 (agreed April 2017 as a pilot)
ABC Booklets for the final year of the speech and language pilot	To prevent children starting primary school in areas of relative deprivation with speech and language problems. The rate for areas of relative deprivation has been as high as 70% while the Surrey and National rate has been 40%. This is a national problem as a result of modern lifestyles across all backgrounds and ethnic groups.	£4,480
Forest Estate River Celebration Themed Fair	Contribution towards the cost of activities at the Forest Estate Spring Fair.	£1,838
Total Cost		£48,804


Project	Outcome	Cost
	2018/19	
Runnymede Job Club Community Meal	To provide informal training during the sharing of a meal for confidence building, self esteem and conversational/interpersonal skills.	£800 (HRA/ General Fund)
Community Chef – Event in Hythe Park on the 30 th May 2018	Hythe Park will be 10 years old in 2019 and the purpose of the event being organised by Community Development is to engage with users and non-users of the park, and produce an anniversary park leaflet for 2019 and encourage more people to use Hythe Park.	£750 plus cost of leaflet £3000 For the preparations For the anniversary of Hythe Park (HRA/ General Fund)
Dementia Friendly Communities in Egham Hythe/Pooley Green	This will promote dementia awareness to local businesses providing information on how they can be involved. This project will include general information and training and link with the Pooley Green Shopping Parade Traders Association.	£2,500 (General Fund)
Egham Hythe Drop In	Set up groups in Egham Hythe eg History Group at the Hythe Centre, to attract older people/intergenerational groups 50 people plus.	£3,900 (HRA/ General Fund)
Forest Estate Community Hub events	The hub provides a number of regular activities i.e. cooking club that need funding to cover the cost of staffing and equipment. New activities are proposed for this year and the budget will be used to cover these set up costs, for 100 people plus.	£6,000 (HRA/ General Fund)
Forest Estate Community Hub Window Improvements and Ancillary Works	Runnymede Borough Council now own the former Englefield Green British Legion building that is now the Forest Estate Community Hub. There is no Runnymede Borough Council building maintenance budget for this building. The use of the HRA states: "The Housing Revenue Account allows welfare services to be provided predominantly for tenants (excluding repair, maintenance, supervision or management of houses or other property)". Consequently the replacement windows and ancillary works are in the Community Frst HRA part of the	£6,400




	fund..	
Parenting Courses to improve mental health of children across the borough	To prevent anxiety, depression, self harm by providing parenting courses around attachment disorder and coping skills.	£5,000 (HRA/ General Fund)
Chertsey St Ann's and Chertsey Meads initiatives	Provision of activities in the Revive Coffee Shop and possible joint working with the National Institute for African Studies.	£5,000 (HRA/ General Fund)
Dementia friendly community initiative in Addlestone	This will promote dementia awareness to all the community, including local businesses by providing a booklet for dementia awareness week. This project will include general information and training and link into the new Addlestone One development. 1000 people plus.	£3,900 (General Fund)
Addlestone Bourneside/Addlestone North Task Group	Young People's Project	£5,500 (HRA/ General Fund)
Addlestone Bourneside/Addlestone North Task Group	Strawberry Fields and Franklyns Drive Community Project	£6,000 (HRA/ General Fund)
Runnymede Upskilled	Continue to develop the training and workshops for unemployed people in Runnymede to obtain new skills eg the window Dressing Skills Project being run with Magna Carta School.	£6,750 (HRA/ General Fund)
Runnymede Job Club	We continue to support the job club who provide advice and support to unemployed people in the Borough. On average 35 people use the job club each week.	£3,000 (HRA/ General Fund)
Tourism Pilot Part 2	The Runnymede Rivers and Waterways Celebration is being used as a template for the Borough's tourism offer. The Celebration has been advertised on the national British Tourism Week website https://www.visitengland.com/experience/english-tourism-week/celebrate-rivers-and-waterways-runnymede There is also information on the Visit Thames website https://www.visitthames.co.uk/ A tourism page for Runnymede is being developed and the targeted areas are being involved in developing history walks and expanding the tourist offer in Runnymede. Young people will be encouraged to start their own businesses with tourists in mind. This project is also being linked to the development	£5,000 (General Fund)



	of a brochure on Runnymede showcasing businesses in the Borough and tourist sites. In addition, to Runnymede being part of the Great West Way tourism project being grant funded by the Government to attract overseas tourists to follow the route from London to Bristol.	
Forest Estate Community Hub Floral Arranging with Fruit and Vegetables	The aim of the course is to teach participants how to produce a table display of flowers/fruit and vegetables for the Royal Egham Show.	Materials £500 (HRA/ General Fund)
Magna Carta Music Project	Sessions on how to create a musical theme for a film	£1000 (HRA/ General Fund)
Flower Project to teach running a business skills	Setting up a Community Interest Company with pump priming.	£5,000 (HRA/ General Fund)
Total HRA		£30,000
Total General Fund		£35,000
Overall Total Cost		£65,000



Runnymede Health and Wellbeing Groups 2016/17 – 2018/19

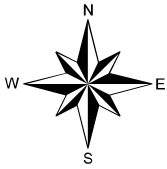
Ref	Priority	Project Leads	Timescale	Barriers to Delivery/Additional Resources Required	Actions	Performance	Comments
							Red = failing to meet target Amber = at risk need intervention/remedial work Green = progressing Black = complete
i)	Strengthen the voluntary sector to enable the implementation of the Runnymede & Spelthorne Health and Wellbeing Action Plan	Suzanne Stronge/ Solette Sheppardson	September 2018	Time from officers and members of the task group	<p>Develop a Fundraising Strategy To generate donations for the Runnymede Community Fund with 'Ambassadors' to approach corporates for funding for local voluntary/community & faith groups aiming to raise £20,000 in the first year, £30,000 in the second year and £40,000 in the third year.</p> <p>Make funding applications as a group of local voluntary/community & faith organisations to progress health and wellbeing projects.</p> <p>Promote volunteering at all</p>		

ii)	Promote Mental Wellbeing in Families and Young People	Suzanne (Runnymede) Rachael Davies (Public Health)	September 2018	Resources required from all partnership agencies in relation to run mental health workshops	<p>Health and Wellbeing, and targeted geographic areas events/hubs Work more closely with local Charitable trusts on long-term Funding</p> <p>Continue with the workshops and courses to help parents/ carers with children with mental health issues. and prevent mental health issues in children.</p> <p>To identify help for parents with low level mental health issues by advertising IAPT, and updating the Young People's and Parents Emotional Wellbeing Leaflet etc.</p> <p>Promote the best practice being Carried out by Magna Carta School by writing to the Governors of schools about the Benefits to behaviour and good Exam results. Suggest inviting the governors to Magna Carta's Health and Wellbeing week Supported by the task group Members.</p> <p>Work with Children's Centres to identify unmet Mental Health needs</p>		
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iii)	Promote Healthy Lifestyles and a Preventative Approach with the Surrey Health & Wellbeing Board and Healthwatch	<p>Suzanne Stronge/ Rachael Davies (Public Health)</p> <p>Suzanne Stronge/ Rachael Davies (Public Health)/ Jill Edwards (Sayes Court Children's Centre)</p> <p>CARMELLA ANDERSON</p>	September 2018	Perception that this is not a priority compared to presenting acute health needs	<p>To promote Every Contact Counts at Health and Wellbeing Task Group, and targeted geographic area events. Promote the training when the dates are released.</p> <p>Raise awareness on the detrimental effect of high energy drinks/sugary drinks on Children's teeth and behaviour, Working with the Children's Centres and schools, and NWS CCG.</p> <p>National Obesity Week – raise staff awareness on keeping fit Get Active 50+ (8+ sports to be offered throughout 2018 for over 50s) parkrun Surrey Youth Games (targeted at inactive children and an exit route post SYG is an important part of the session planning) Stay Active Stay Fit Stay Healthy (swims, gym sessions & walks for over 55s at Runnymede social centres) Living and Ageing Well</p>		  
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iv)	Promoting Independence and Reducing Social Isolation & Improving Mental Wellbeing in Older Adults	Suzanne Stronge/ Joanne Parkinson	November 2018	Funding & volunteers needed	Week Implement Dementia Friendly Communities in Addlestone & Pooley Green Shopping Parade. Involve all appropriate agencies in the launch of the Chertsey Hub targeting the 10% of older people living in poverty to increase their income and maintain their health/independence, promote social opportunities and improving access to computers for everyone. Support Carers promoting services, identifying unmet needs and working with organisations to meet the unmet needs. Enhance the Runnymede Borough Council Carers web page.		
v)	Young People's Sexual Health	Suzanne	December 2018	Lack of funding from SCC	Letter sent to the Director of Public Health regarding the lack of consultation on the changes to the Young People's Sexual Health Contract, and requesting sexual health outreach at the Youth Centres.		
vi)	Runnymede Armed Forces Covenant	Suzanne	December 2018	Lack of resources in other organisations	Incorporate initiatives that continue to build the		

					<p>relationship with the armed forces in the work with targeted geographic areas and advocate on any health issues identified</p> <p>Young People's and Parents Emotional Wellbeing leaflet to be shared with the armed forces. Sent to the Armed Forces</p> <p>Housing and Mental Health Protocol also shared with the Armed Forces</p>		
vi)	Specific Task Groups set up to deal with issues in the targeted geographic areas	Suzanne	September 2018	Lack of resources to meet unmet needs	Feedback progress and action taken to the Runnymede & Spelthorne Health and Wellbeing Groups and then up to the Surrey Health and Wellbeing Board. Updates provided to the Community Services and Housing Committees.		

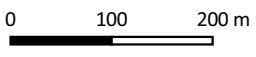


Addlestone Town Centre Public Spaces Protection Order 2018



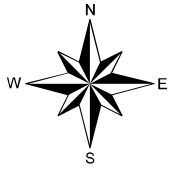
Key
 Restricted Area

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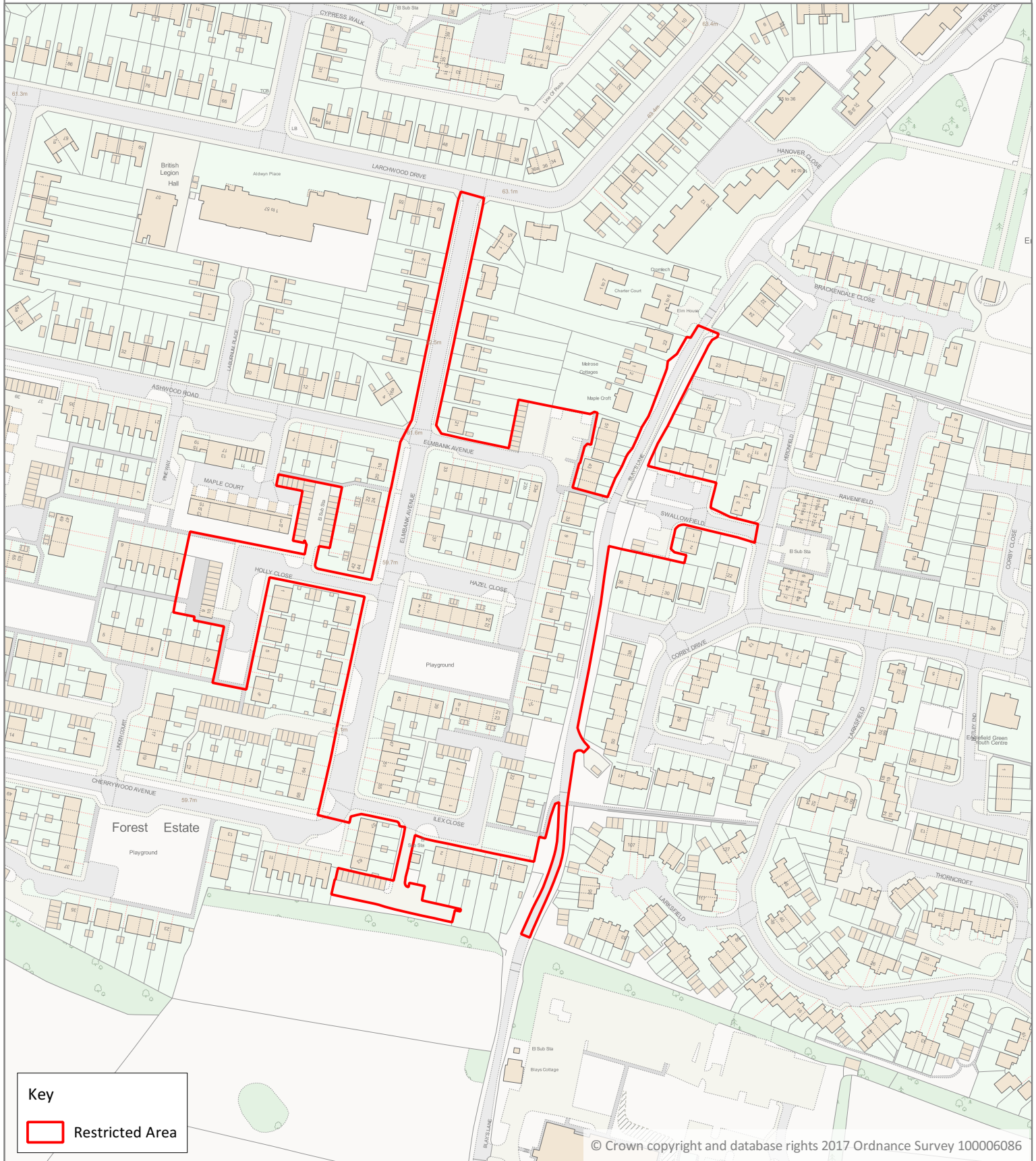
Anti-Social Behaviour, Crime and Policing Act 2014

Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey KT15 2AH

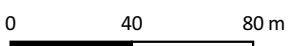


Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield
Public Spaces Protection Order 2017

Date: 26/10/2017



Scale: 1:2,500



Public Spaces Protection Order Enforcement Protocol -
Addlestone Town Centre

Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane, Swallowfield

March 2018



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Introduction

Introduced by the Anti-social Behaviour Crime and Policing Act 2014, Public Spaces Protection Orders (PSPO) are intended to tackle identified problem behaviour in a specific location rather than individuals or properties. Local authorities can implement PSPOs to prohibit specified activities, and/or require certain things to be done by people engaged in particular activities, within a defined public area.

The threshold for making a PSPO is set out in Section 59 Anti-social Behaviour Crime and Policing Act 2014 which permits local authorities to make a PSPO if satisfied, on reasonable grounds, that the following conditions are met as defined by the Act:

- (a) activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or
- (b) it is likely that activities will be carried on in a public place within that area and that they will have such an effect
- (c) the activities is, or is likely to be, of a persistent or continuing nature,
- (d) is, or is likely to be, such as to make the activities unreasonable, and
- (e) justifies the restrictions imposed by the Order

A breach of the PSPO is a criminal offence, which can be dealt with, either by way of a fixed penalty notice (FPN) of up to £100 or prosecution. If prosecuted, an individual could be liable to a fine no higher than £1,000.

Any PSPO introduced can only be valid for a maximum of three years or shorter and must thereafter be extended if still required. Such extension is subject to the Council being satisfied that it is reasonable and necessary to do so and is subject to the same publication requirements as the introduction of a PSPO. The extension period is also restricted to a maximum of three years.

Procedure for Making a Public Spaces Protection Order

The Council can make a Public Spaces Protection Order on any public space within its own area. The definition of public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission, for example a shopping centre.

The Council must formally consult with the Police through the Chief Officer of Police and the Police and Crime Commissioner, but details could be agreed by working level leads. In addition, all owners or occupiers of the land within the area to be restricted by the PSPO must be consulted. The council must also consult relevant community representatives along with the wider general public to give the users of the public space the opportunity to comment on whether the proposed restriction or restrictions are appropriate, proportionate or needed at all.



Before the Public Spaces Protection Order is made, the council must publish the draft order in accordance with regulations published by the Secretary of State and ensure that the draft order is available on its website.

When the final set of measures is agreed the Order should be published in accordance with regulations made by the Secretary of State and must:

- identify the activities having the detrimental effect;
- explain the potential sanctions available on breach; and
- specify the period for which the Order has effect.

Challenges

Any challenge to the PSPO must be made by judicial review proceedings in the High Court by an interested person within six weeks of the PSPO being made by the Council. An interested person is someone who lives in, regularly works in, or visits the restricted area. This means that only those who are directly affected by the restrictions have the power to challenge. This right to challenge also exists where an order is varied by a council. Interested persons could challenge the validity of a PSPO on two grounds. They could argue that the Council did not have power to make the order, or to include particular prohibitions or requirements. In addition, the interested person could argue that one of the requirements (for instance statutory consultation) had not been complied with.

Where a judicial review application is made, the High Court can decide to suspend the operation of the PSPO pending the final outcome of the judicial challenge. The High Court has the ability to uphold the PSPO, quash it, or to vary it.

Enforcement

Partnership Working

Surrey Police will have delegated authority to enforce PSPOs within Runnymede. Surrey Police will be the primary enforcers of a PSPO as Runnymede Borough Council currently do not have the resources available to effectively enforce. Enforcing officers will follow guidance issued by Surrey Police (appendix A) and supply personal details of the offender and supporting evidence of the breach to the local authority, to issue warning letters or FPNs if appropriate (appendix B).

Relevant agencies such as social services, the youth offending team, and housing associations will also be made aware of the breaches.

Where a person has been dealt with for more than two breaches resulting in FPNs being issued, consideration should be given to a Community Harm and Risk Management Meeting (CHaRMM) referral so that options can be discussed to tackle the issues linked to the person continuing to offend. This could include support/intervention or enforcement options such as an ASB Injunction or Criminal Behaviour Order.



Issuing Fixed Penalty Notices

An authorised officer of the Council may issue a FPN to anyone they have reason to believe has committed an offence under section 67 of the Anti-social Behaviour, Crime and Policing Act 2014. A FPN can be issued to anyone from the age of 10 years old.

A FPN is a notice offering the person to whom it is issued the opportunity of discharging any liability to conviction for an offence by payment to the Council the amount specified in the notice.

No proceedings can be taken before the end of 14 days following the date of issue for the notice. A conviction may not be sought if the recipient pays the FPN before the end of that period.

Runnymede Borough Council will issue a FPN of £100 to be paid within 14 days with a reduced amount of £80 if paid within 10 days of the date of issue. If the amount is unpaid a final reminder letter will be issued giving a further seven days' notice. If the penalty remains unpaid, the matter will result in prosecution. Payments of a FPN by instalments will not be accepted.

An FPN must contain prescribed information:

- (a) give reasonably detailed particulars of the circumstances alleged to constitute the offence;
- (b) state the period during which proceedings will not be taken for the offence;
- (c) specify the amount of the fixed penalty;
- (d) state the name and address of the person to whom the fixed penalty may be paid;
- (e) specify permissible methods of payment

The Council will issue FPNs to individuals identified as breaching the prohibitions or requirements of the PSPO. Full and accurate details of each FPN shall be recorded and monitored at all stages from issue to closure on SafetyNet.

Failure to pay the FPN within 14 days from the date of issue may result in prosecution. To ensure the creditability of an FPN scheme, all cases involving non-payment will be referred to the Council's legal services with a view to prosecution. If convicted, a defendant is likely to receive a fine and be ordered to pay prosecution costs and will incur a criminal record.

There is no fixed time in which the FPN must be served. However, to avoid any allegation of abuse of process, FPNs will normally be served within 15 working days of the date of the offence.

Any income received from the FPNs must be ring-fenced and spent on Council functions relating to community safety matters.



Costs awarded against defendants following successful prosecution will be received by the Council once recovered by the court service.

Young People

In law a local authority can issue an FPN to anyone over the age of 10 if it appears they have committed an offence. Parents and guardians are not responsible in law for paying fixed penalties issued to young offenders. However, a court before which a young person appears can order the parent / guardian to pay any fine it may impose.

Children's service authorities, including local authorities and Police, have a duty under the Children Act 2004 to discharge their functions having regard to the need to safeguard and uphold the welfare of children.

If the enforcing officer has reason to believe that the offender is less than 17 years old they should obtain the person's name and address and explain that their details will be passed to Runnymede Borough Council who will issue a formal warning letter to them and notify their parents or guardians.

Under 17's offending for a second time will be visited by the relevant Police Neighbourhood Officer or Police Youth Intervention Officer and an appointment with their parent or guardian will be made to discuss the offence. The Youth Offending Team will also be notified of the breaches and if appropriate alternative restorative measures or an anti-social behaviour contract (ABC) will be pursued. Where required, relevant partner agencies such as, social services and housing associations will also be notified of the breaches.

Under 17's offending for a third time will be issued with a FPN via post by Runnymede Borough Council along with parents or guardians being notified.

Only on non-payment of a FPN, or where the offender is identified as a persistent offender would prosecution of a youth under 18 be considered.

Mitigating Circumstances

A FPN shall only be issued where there is sufficient admissible evidence to support a prosecution, including offences directly witnessed by an authorised officer, or where there is reliable witness testimony.

A FPN shall only be issued where the local authority is confident that the correct identity details have been provided. Failure to supply a name and address, or to supply false details to an authorised officer is an offence.

FPN should not be issued where a suspect appears to be unable to understand what is being offered to them, for example there is a doubt about their ability to understand English. Where such circumstances arise every effort should be made to illicit / impart the required information.

Where the suspects' behaviour suggests they have learning difficulties or mental disorder, or where the suspect is under the influence of alcohol or drugs, the local authority should question whether issuing a FPN is appropriate (as it may go unpaid)



and whether education is a better solution or if prosecution may be in the public interest.

Where no satisfactory address exists for enforcement purposes, this may be where the local authority has reason to believe that the suspect is homeless or where the suspect is a non-resident foreign national.

PSPOs that require an offender to leave the restricted area for a specific amount of time, the Police Officer must allow the following mitigating criteria to apply which are used for Dispersal Orders in accordance to the Anti-Social behaviour, Crime and Policing Act 2014:

A Constable may not give a direction to leave the area and not return for a specific amount of time;

- that prevents the person to whom it is given having access to a place where the person lives.
- that prevents the person to whom it is given attending at a place which the person is—

(a) required to attend for the purposes of the person's employment, or a contract of services to which the person is a party,

(b) required to attend by an obligation imposed by or under an enactment or by the order of a court or tribunal, or

(c) expected to attend for the purposes of education or training or for the purposes of receiving medical treatment, at a time when the person is required or expected (as the case may be) to attend there.

- A Constable may not give a direction to leave the restricted area and not return for a specific amount of time if the person is one of a group of persons who are—

(a) engaged in conduct that is lawful under section 220 of the Trade Union and Labour Relations (Consolidation) Act 1992 (peaceful picketing), or

(b) taking part in a public procession of the kind mentioned in subsection (1) of section 11 of the Public Order Act 1986 in respect of which—

(i) written notice has been given in accordance with that section, or

(ii) written notice is not required to be given as provided by subsections (1) and (2) of that section.

(5) In deciding whether to give a direction a constable must have particular regard to the rights of freedom of expression and freedom of assembly set out in articles 10 and 11 of the Convention.

“Convention” has the meaning given by section 21(1) of the Human Rights Act 1998.



Disputes about enforcement

Once a FPN has been issued, the recipient may decide to phone or write to the local authority pleading mitigation or contesting the fact that a FPN was issued. An alleged offender contesting a FPN should be advised that there is no obligation to pay a fixed penalty and there is no formal appeal procedure.

Whilst the Council should review the facts of a particular case when invited, the opportunity to challenge the allegation and plead not guilty to the alleged offence at an independent hearing is open to the recipient of the FPN. This will be by the way of prosecution, on summons, and trial in a Magistrates Court.

Any person requesting a reconsideration of the decision to issue a FPN should do so in writing to the Head of Community Development, Runnymede Borough Council, Station Road, Addlestone, KT15 2AH.

Such letters may help identify any issues that need resolving or investigating before a case is prepared for court. Arguments over the law, the amount of the fixed penalty etc. will not be relevant, but claims that a defence applies will. Only in exceptional circumstances will it be appropriate to withdraw a FPN or not proceed to summons on non-payment. Examples of this may be when information that was not available at the time the FPN was issued becomes available, that it would not be in the public interest to prosecute, or that the notice should not have been issued to the person named in the notice.

Where reconsideration has been requested, and the decision to issue the FPN upheld, the appellant shall be informed within five working days of the decision and the original payment terms, including the opportunity to pay the charge at the discounted rate, which will apply from the date of letter notifying the appellant of the results of the reconsideration.

Where a reconsideration has been requested which results in the withdrawal or cancellation of the FPN, the appellant shall be informed within five working days of the decision.

Any complaint regarding the issue of a FPN to do with its appropriateness or proportionally in the circumstances shall be dealt with under the Council's complaint procedure, details of which are available on the Council's website.

Any complaint regarding the conduct of a Police Officer must be made directly to Surrey Police Professional Standards www.surrey.police.uk or to the Independent Office for Police Conduct, www.policeconduct.gov.uk/.





Public Space Protection Orders (PSPO)

Process for Dealing with a Breach of an Order

Public Spaces Protection Orders (PSPO) specify an area where activities are taking place that are, or may likely be, detrimental to the local community's quality of life.

The test is designed to be broad and to focus on the impact that the anti-social behaviour is having on the victims and communities. A PSPO can be made by the council if they are satisfied on reasonable grounds that the activities carried out, or are likely to be carried out in a public space:

- Have had, or are likely to have, a detrimental effect on the quality of life of those in the locality;
- Is, or is likely to be, persistent or continuing in nature;
- Is, or is likely to be, unreasonable; and
- Justifies the restrictions imposed

It is the Local Authority's responsibility to make sure that any PSPO is lawful and the correct procedure has taken place in applying for, and implementing any Order, including any necessary signage is displayed and the correct consultation has taken place.

PSPOs impose conditions or restrictions on people using that area. Councils will be responsible for making any new PSPO. Enforcement itself is far broader and the Police may enforce any of the conditions or restrictions.

District Councils (DCs) / Local Authorities (LAs) assume sole responsibility for prosecution of any offences arising from any breaches of the Act. This applies no matter which agency identifies a breach. Within Surrey, they will also be responsible for issuing any Fix Penalty Notices (FPN).

It is an offence for a person, without reasonable excuse, to;

- Do anything that the person is prohibited from doing by a PSPO (Other than consume alcohol-see below); or
- Fail to comply with a requirement to which the person is subject under a PSPO



Breach of the order without reasonable excuse is a criminal offence, subject to a FPN or prosecution. On summary conviction, an individual would be liable to a fine not exceeding level three on the standard scale.

Controlled Drinking Zone

It is not an offence to drink alcohol in a controlled drinking zone. However, it is an offence to fail to comply with a request to cease drinking. Any person who consumes alcohol in an area where this has been prohibited could be required to hand over any containers believed to contain alcohol. **If alcohol is confiscated, it can also be disposed of by the person who confiscates it.**

Dealing with a breach of a PSPO

If a person is in breach of a PSPO, they commit an offence (s63 - alcohol or s67) and the disposal is a summary fine and refers to a reporting for summons.

However, section 68 allows the Police or local Authority to issue a FPN where appropriate.

Within Surrey the Local Authority will be the only agency issuing FPNs.

Where a breach of a PSPO is witnessed a Police Officer or PCSO will inform the offender that they will be reported to the Local Authority for breaching a condition of the PSPO. This should be entered into the officers Pocket Note Book/Mobile Data Terminal.

Evidence Required

A statement outlining the incident and a photo copy of the PNB entry must be forwarded to the Safer Neighbourhood Team (SNT) who will assess the evidence, and supporting evidence, and forward this securely to the relevant LA for consideration of prosecution or issuing a FPN via SafetyNet.

There is no requirement to create an OEL on NICHE but you may want to record an occurrence if it is linked to a Neighbourhood Issue.

Supporting Evidence – Body Worn Video (BWV)

Officers should follow BWV procedure and exhibit the recording having marked it as Evidential on DEMS before submitting to SNT.

Power of Arrest Relating to PSPO

In cases which **merit immediate arrest**, this should comply fully with Code G of the Police and Criminal Evidence Act 1984, e.g. in most likelihood involving cases for enforcing the failure to comply with the request to cease drinking within the PSPO or refusal to provide details.

NB: You do have powers under Section 50 of the Police Reform Act 2002 that may assist in obtaining name and address, as well as Code G of PACE before arrest



When arresting for failing to comply with a request, before charging to court, consideration needs to be given regarding the appropriate LA needing to attend court to prosecute the case. To facilitate this, the detained person, when fit, will be released without bail, (presumption to release without bail i.e. Release Under Investigation (RUI) unless the justification exists for bail, then the necessary authority will be sort from an Inspector.

The SNT are to be informed of the arrest (and bail as appropriate) to allow them to liaise with the relevant LA.

The local authority **must** be notified of arrest and detention at the earliest opportunity. The Local Authority is the **only** prosecuting authority and will be responsible for the provision of a prosecuting lawyer on the person's appearance at Magistrates' Court or Youth Court. This will include cases in which a person has been remanded in custody to the next available court hearing.

Any arrest must be fully compliant with the Police and Criminal Evidence Act 1984 and relevant Human Rights Act. All arrests must be necessary and proportionate in accordance with the Police and Criminal Evidence Act 1984 and to the situation that is presented to the Officer.

CPS **will not** prosecute any PSPO breaches in any circumstances and the Local Authority will always be the prosecuting agency as per the legislation. The Local Authority will be responsible for postal requisition, following a release under investigation (RUI), where the case is to be heard at court.

Additional Offences

In cases where the behaviour of a person has resulted in additional criminal offences being committed, Surrey Police will arrest and deal with as necessary but it will be the responsibility of the LA to prosecute the breach of the PSPO.

Sharing of information

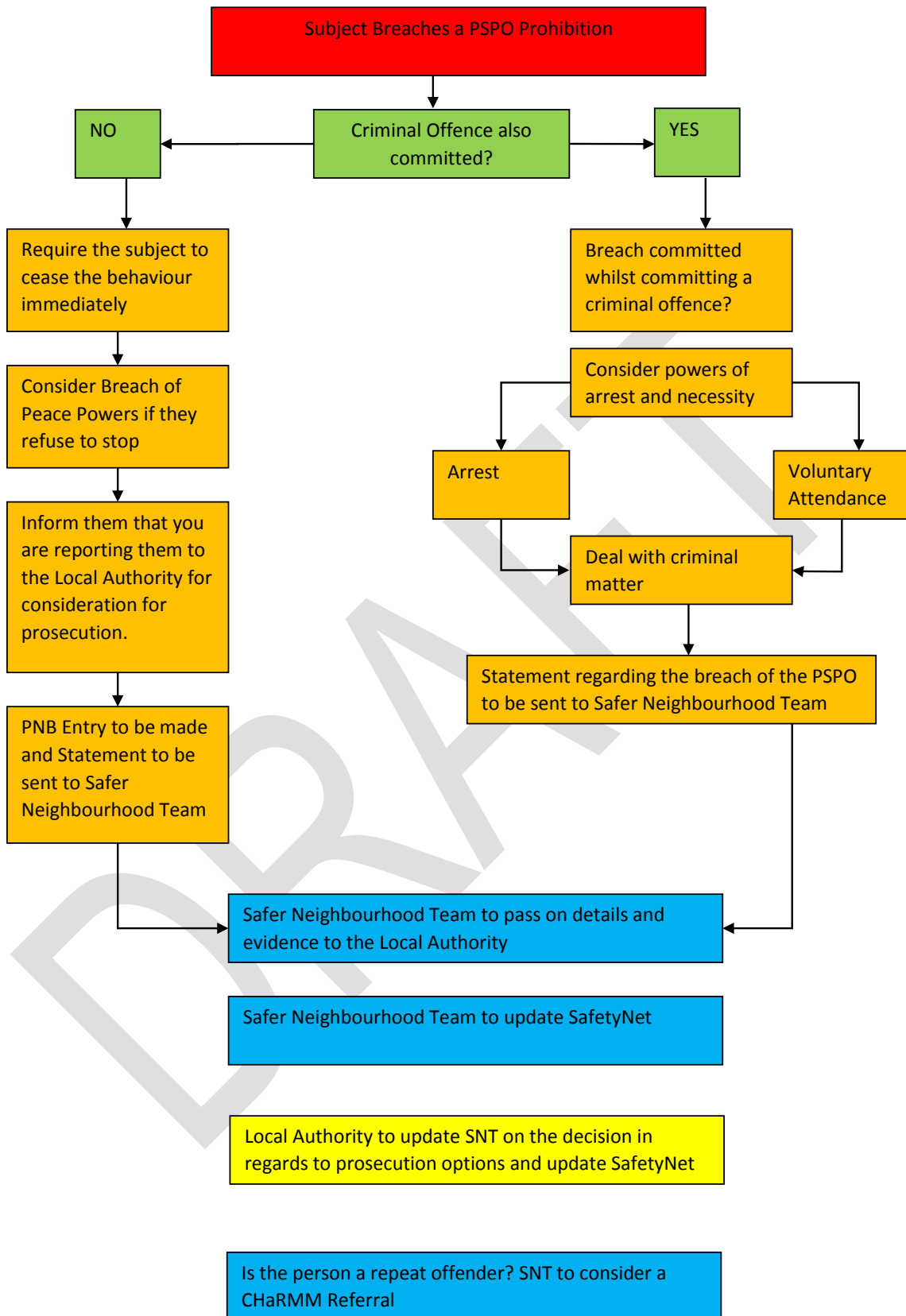
All information regarding PSPOs will be managed by the relevant SNT, to comply with the information sharing agreement and to ensure that data quality standards are adhered to.

All Local Authorities are signed up to the most recent Information Sharing Protocol and Procedure Guidance. All information shared will follow the procedure detailed within this document.

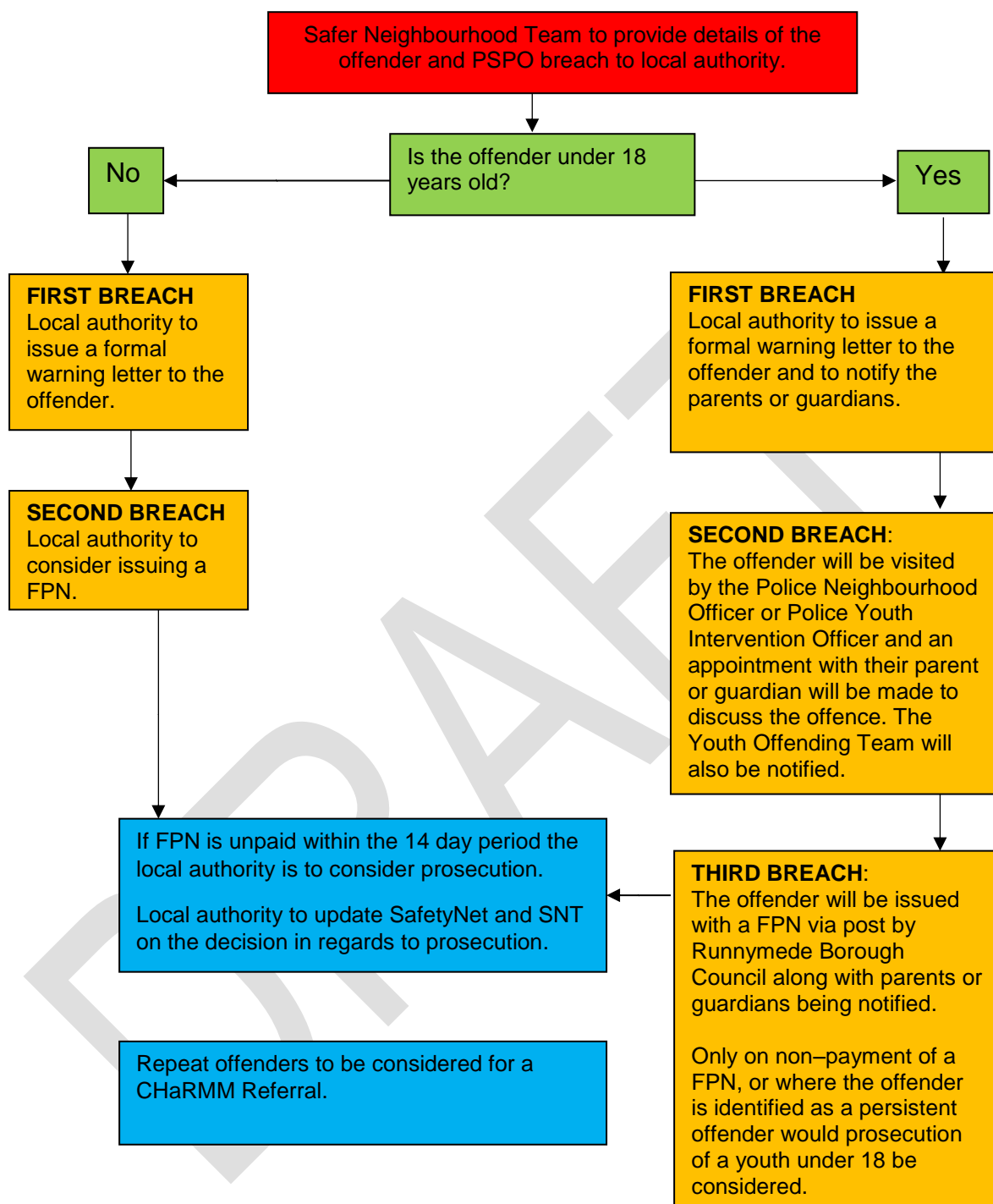
Repeat Offenders

Where a person has been dealt with for more than 2 breaches, consideration should be given to a CHaRMM/CIAG referral so that options can be discussed to tackle the issues linked to the person continuing to offend. This could include support/intervention or enforcement options such as an ASB Injunction or Criminal Behaviour Order.





Appendix B



EQUALITY SCREENING

Equality impact assessment guidance should be considered when completing this form.

POLICY/FUNCTION/ACTIVITY	LEAD OFFICER
Public Spaces Protection Order (PSPO) Enforcement Protocol for Addlestone Town Centre and Hazel Close, Elmbank Avenue, Illex Close, Holly Close, Blays Lane and Swallowfield, Englefield Green PSPO Addlestone Town Centre PSPO Hazel Close, Elmbank Avenue, Illex Close, Holly Close, Blays Lane and Swallowfield, Englefield Green	Shazia Sarwar

A. What is the aim of this policy, function or activity? Why is it needed? What is it hoped to achieve and how will it be ensured it works as intended? Does it affect service users, employees or the wider community?

The aim of the protocol is to ensure these two proposed PSPOs are managed effectively within the borough particularly in enforcement and the issuing of fixed penalty notices. The policy is also to ensure that any enforcement action is transparent, accountable, proportionate and consistent.

The policy will be reviewed annually to ensure the effectiveness of enforcement is still proportionate and appropriate. The proposed PSPOs will be managed on the monthly Joint Action Group (JAG) agenda where areas experiencing complex anti-social behaviour are discussed in a multi-agency forum. Processes have been agreed to manage breaches of a PSPO in stages, offer an opportunity for agencies to refer to support agencies, explore restorative measures and to refer repeat offenders to the Community Harm and Risk Management Group (CHaRMM). This is a multi-agency meeting in which individuals engaged in repeat anti-social behaviour which is having an impact on the wider community or is concerning vulnerable individuals are discussed and options of how to address that behaviour are explored.

The PSPO Enforcement Protocol for Addlestone Town Centre and Hazel Close, Elmbank Avenue, Illex Close, Holly Close, Blays Lane and Swallowfield, Englefield Green, the PSPO for Addlestone town centre and Englefield Green will affect services, employees and the wider community and individuals who breach these PSPOs within the borough.

Runnymede Borough Council is proposing to introduce two, three year PSPOs restricting a number of behaviours. The PSPOs will be reviewed six weekly at the Joint Action Group (JAG) meetings and quarterly at the Community Safety Partnership meetings which will include the ongoing validity and requirement of the implemented conditions.

PSPOs conditions outlined below:

1) Addlestone Town Centre

- An Authorised Person where he reasonably suspects may request that a group of 3 or more within the restricted area acting in such a manner as to cause nuisance, alarm,

harassment or distress to any person immediately disperse and not return to the restricted area within 48 hours.

- An Authorised Person may request a person to dismount if they are cycling, skateboarding, hover-boarding or using similar devices within the Restricted Area where he reasonably suspects that the person is riding in a malicious and/or dangerous manner as to cause nuisance, harassment, alarm or distress to any person within that area.
- A person is prohibited from wearing face coverings in an attempt to conceal their identity to cause nuisance, alarm, harassment or distress to any person; this includes scarves, balaclavas, and masks. This would not include face covering worn in respect of religious or cultural beliefs.

2) Hazel Close, Elmbank Avenue, Illex Close, Holly Close, Blays Lane, Swallowfield

- An Authorised Person may request that a group of 3 or more in a public space within the Restricted Area immediately disperse and not return in 48 hours where he reasonably suspects any person in that group to be causing or likely to cause nuisance, alarm, harassment or distress to any other person.
- A person is prohibited from playing ball games in a public space within the Restricted Area that is causing or likely to cause nuisance, alarm, harassment or distress to any other person.
- A person is prohibited from playing unreasonably loud music from any vehicle within the Restricted Area that is causing or likely to cause nuisance, alarm, harassment or distress to any other person.
- A person is prohibited to ingest, inhale, inject, smoke, possess or otherwise use psychoactive substances¹ (formally known as 'legal highs') in a public space in within the Restricted Area.

The breach of the order is a criminal offence that can result the offender in being prosecuted or being issued a Fixed Penalty Notice (FPN) of £100 paid within 14 days or reduced to £80 if paid within 10 days.

Data used to identify the types of behaviours within the two proposed PSPOs has come from the police database and the Council's JAG Meetings. The datasets indicate the number of reports from members of the public and officers who have witnessed the behaviours. Use of the PSPO powers and advice given will be recorded in pocket note books and on SafetyNet (Surrey-wide secure online case management platform).

Surrey Police will be delegated authority to enforce the PSPOs and will be the primary enforcement agency as Runnymede Borough Council currently does not have the resources. However managing breaches and the issuing of FPNs will be conducted by the Council.

The introduction of the PSPOs will enable agencies to tackle anti-social behaviour, deter individuals behaving anti-socially and they promote a safer borough to visit and reside within.

B. Is this policy/function/activity relevant to equality? Consider the following protected characteristics: race, disability, gender, gender reassignment, pregnancy/maternity, religion/belief, sexual orientation, marriage/civil partnership and age. Does the policy relate to an area in which there are known inequalities, or where different groups have different needs or experience? Remember, it may be relevant because there are opportunities to promote equality and

greater access, not just potential for adverse impacts or unlawful discrimination.

PSPO Enforcement Policy

The PSPO Enforcement Protocol does not discriminate against any of the nine protected characteristics which included all services users, employees and the wider community. However there is recognition that under 18s may be affected by the enforcement process particularly with the potential issue of a FPN. This has been mitigated by a three stage approach when managing offenders that are under 18 years. There is also an opportunity for officers to assess on a case by case basis if there are identified vulnerabilities which require support or referrals via appropriate safeguarding mechanisms. There is additional opportunity for agencies to include restorative measures rather than for the Council to issue a FPN.

The protocol also includes mitigating circumstances which acknowledges that enforcement and certain stages of enforcement e.g. issue of a FPN would not be inappropriate for individuals who suffer from a learning difficulty, mental issue or cannot understand the prohibitions or requirements of a PSPO.

Currently for an existing PSPO for dog control and fouling and the enforcement of litter offences is outsourced to a company called Kingdom. Currently FPNs for these offences are only issued to over 18s.

PSPOs

Implementation of a PSPO requires public consultation as set out in the Anti-Social Behaviour Crime and Policing Act 2014. For both PSPOs the consultation was conducted via an online survey and an option to complete hard copies via post. Both surveys ran for four weeks with all affected within the proposed restricted area being invited to complete the survey and the wider community via the Runnymede Borough Council public webpage and social media channels. Statutory partners have also been formally consulted which includes the Surrey Police and Crime Commissioner, Police Chief Officer and Surrey County Council.

If the PSPOs are implemented it will be important for authorised officers to consider the needs of the individual and their personal circumstances in order to make an informed decision as to the appropriate action to take (i.e. recommendation for support, advice, fine, criminal justice approach etc). It will also be important for authorised officers to ensure that any action taken is proportionate to and balanced against any risks posed, either to the individual or the wider community. This includes the seriousness of the offence, past history, the consequences of non-compliance and the likely effectiveness of the various enforcement options.

The implementation of the PSPOs is to be applied to everyone within the designated area.

PSPO Addlestone Town Centre

It is likely that it will have an increased negative impact on a particular group under 18 individuals and male. This is because predominately the individuals who are misusing cycles, congregating in groups and attempting to wear face coverings to cover their identify are under 18 years old and male.

Additionally prohibition C regarding face coverings, the Order acknowledges this will not affect individuals who wear face coverings in respect of religious or cultural beliefs.

The introduction of the PSPO will have a positive impact for residents affected by the anti-social behaviour and who felt intimidated by the groups such as vulnerable residents or individuals in accordance to the nine protected characteristics.

PSPO Hazel Close, Elmbank Avenue, Illex Close, Holly Close, Blays Lane and Swallowfield

It may have an increased negative impact on a particular group under 18s as they appear to be gathering in groups and behaving anti-socially within the proposed restricted area.

Additionally the condition in reference to ball games may negatively affect young people as all behaviour may be perceived as a nuisance or disabled individuals where this area may be the nearest space to play on.

The introduction of the PSPO will have a positive impact for residents affected by the anti-social behaviour and who felt intimidated by the groups such as vulnerable residents or individuals in accordance to the nine protected characteristics.

Whilst the PSPOs are designed to prohibit certain activities they are also designed to enable people to feel that Runnymede is a safe and welcoming place for all. The implementation of the PSPOs could therefore potentially have a positive impact for some individuals.

If the policy, function or activity is considered to be relevant to equality then a full equality impact assessment must be carried out and [C] below need not be completed.

C. If it is not considered to be relevant to equality, what are the reasons for this conclusion?

What evidence has been used to make this decision? A simple statement of 'no relevance' or 'no data' is not sufficient.

The PSPO Enforcement Protocol for Addlestone Town Centre and Hazel Close, Elmbank Avenue, Illex Close, Holly Close, Blays Lane and Swallowfield, Englefield Green provides an effective process of enforcement which agencies can follow while ensuring that any enforcement action is transparent, accountable, proportionate, consistent and targeted.

Mitigations relating to the proposed behaviours are detailed in the PSPO Enforcement Protocol. Concerns relating to under 18 year olds are dealt with through each agency safeguarding policies and procedures. Prohibitions on behaviours that affect clients with learning difficulties and mental needs are mitigated through access to appropriate services, with trained staff skilled at dealing with the needs of the client group. All cases will be dealt with on their individual merits and the PSPO Enforcement Protocol has written into it the test of "reasonable excuse", providing an exemption from the order if the excuse for the behaviour is reasonable.

The multi-agency JAG meeting and Police Neighbourhood Team will continue to assess the use of all enforcement actions, first taking into consideration the support needs of the individual. Advice, warnings and enforcement of the PSPO will be logged in pocket notebooks, police databases and SafetyNet. Potential displacement will also be monitored via the JAG.

The PSPO Enforcement Protocol will be reviewed annually or as required by changes in legislation or best practice.


The introduction of the PSPOs will impact on the lives of people who live, work and visit the borough. The proposed restrictions will impact positively on people whose protective characteristics are impacted upon by the anti-social behaviour. Young people in breach of the

order will be referred through safeguarding arrangements when appropriate. Mental health considerations are assessed on a case by case basis and support and early intervention is used prior to more serious enforcement action.

The Equalities Panel recommend a full EIA was not required.

This screening assessment must be referred to the Equality Group for challenge before sign-off.

Date completed: 07/02/2018

Sign-off by senior manager: 

Summary of completed consultation questionnaires 26 March 2018

Public consultation sessions were held during February 2018 to explain the latest proposals for the updating of facilities at Runnymede Pleasure Grounds. Plans and images were displayed and Officers were on hand to explain the proposals and ask for comments and feedback. Three initial sessions were arranged for 1, 2 and 3 February. These were held in the United Church in Egham High Street on Thursday, Friday and Saturday morning between 10am and 12pm. Further sessions were held at the Pleasure Grounds on the afternoons of 14, 15 and 16 February, half term week. The sessions were publicised through Egham Residents' Association, social media, Runnymede website and posters at RPG and a shop window in Egham.

A total of 67 questionnaires were completed, either at these sessions, or have been received subsequently by post.

An online survey was also set up, which closed on 28 February 2018. A total of 96 responses were received via this online survey

A summary of responses is provided below.

Do you know/visit RPG?

Face-to-face consultation	Online consultation
66 had visited the site, 1 person knew the site but hadn't visited	94 had visited the site, two people knew the site but hadn't visited

What do you like to do there?

Face-to-face consultation	Online consultation
<p>The most popular answer was: Walk -28 people mentioned this.</p> <p>Runners up were: Visit the café (20 responses) Visit the play area (16) Picnic (14) Meet friends/ family (13) Relax (11)</p> <p>Other activities mentioned were: Going for a trip on the river, Feeding the ducks, Taking part in the Magna Carta celebrations, Visiting the statue of The Queen, Going to the Skiff & Punt Club, Cycling, Watching the wildlife.</p>	<p>The most popular answer was: Walk - 53 people mentioned this.</p> <p>Runners up were: Visit the café (31 responses) Play (23) Picnic (21) Enjoy the river (17) Meet friends/ family (10)</p> <p>Other activities mentioned were: Enjoying the peace & quiet, Sitting/ relaxing, Using the paddling pool, Enjoying the park, Enjoying the views/ scenery/ natural surroundings, Feeding the ducks, Exercise, Going to the Skiff & Punt Club, Use the toilets, Attend band concerts,</p>

	Watching the wildlife, Photography, Fish.
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How often do you visit?

	Face-to-face consultation	Online consultation
Daily	3 responses	11 responses
3 times a week	2 responses	
Weekly	15 responses	19 responses
Monthly	17 responses	23 responses
3 – 4 times a year	17 responses	24 responses
Once or twice a year	5 responses	9 responses
Less frequently	5 responses	3 responses
Weekly in summer, monthly in winter	2 responses	
Question skipped		7

What do you like/dislike about the current offering?

Face-to-face consultation	Online consultation
<p><u>Likes</u> The most popular response was: the peaceful, natural, open setting (15 responses).</p> <p>Also mentioned were: The proximity to Egham Views of river and Coopers Hill Not commercialised Access to river trips Handy car park and clean toilets Has facilities they look for Welcoming café facility</p> <p><u>Dislikes</u> Most popular answer was: that the site needs improving/ looks tired/ requires updating (16 responses).</p> <p>Other responses (each from 1 or 2 people) included: Lack of BBQ's Lack of parking Lack of bandstand Lack of toilets by the splash pool</p>	<p><u>Likes</u> The most popular response was: the natural tranquil setting and the open space (24 responses).</p> <p>10 respondents said they like it as it is.</p> <p>Also mentioned were: Views/ surroundings Paddling pool and play area The river Café nice and good prices Not commercialised Safe for children</p> <p><u>Dislikes</u> Most popular answer was: unkempt/ ageing facilities and poor quality café (7 responses)</p> <p>Other responses (each from between 1 & 4 people) included: Parking expensive Limited activities for wider age group Muddy walking/ poor paths Amusement area</p>

<p>Pool area needs improving Poor access for pedestrians from Egham Poor public transport links Poor footpaths 'Tacky' amusement area Hot metal slides Dirty, rundown café Café open to the elements Indoor café seating not dog friendly Ugly and inappropriate statue of The Queen Car parking fees Too many cars on grass area Lack of outdoor seating Lack of cycle parking facilities Site very busy in the summer Needs more for children and teenagers to do Proliferation of memorial plaques and trees</p>	<p>Condition of toilets QE11 statue Location of café (by car park) Duck faeces Location of toilets Limited winter use Lack of indoor seating Lack of picnic tables Location of benches (in shade) Lack of bins/ emptying Lack of riverside seating No covered area for bands Too many cars Lack of BBQ's Poor play area Too expensive Paddling pool too busy</p>
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Do you have any comments on the proposed improvements?

Face-to-face consultation	Online consultation
<p><u>Positive comments</u> Good/wonderful/ I like it/long overdue/ good as long as the flooding is factored in: 25 responses Like the paths: 3 responses Like the new water play area: 2 responses New café needed: 2 responses Like that we're working with the NT: 1 response Like the self-financing aspect, less burden on Council funds long term: 1 response</p> <p><u>Negative comments</u> Earlier consultation showed people enjoy RPG as is. Are we going too upmarket/ converting it into a theme park/the work is unnecessary/ spoiling the tranquillity/ we should just smarten what's there already: 10 responses No to a visually intrusive ticket kiosk on the river bank: 5 responses Money would be better spent elsewhere, Social Care, Housing etc.: 5 responses Work will result in too much disruption to wildlife: 2 responses Play equipment should not be made of wood: 2 responses Too many new paths proposed: 2 responses Inadequate parking, move it to St Anne's Land and use that as income instead of lodges: 2 responses</p>	<p><u>Positive comments</u> Support updating the café: 17 responses Support updating the play area: 13 responses Good plans/ look great: 12 responses Better wet play supported: 3 responses The restaurant would be an asset: 1 response Done sensitively the whole thing could be an asset: 1 response Fishing platforms good: 1 response Like footpath/ river walk: 1 response</p> <p><u>Negative comments</u> Disapprove/ dislike or question the holiday lodges: 35 responses Unnecessary expenditure/ use funds elsewhere: 11 responses Leave as is/ changes unnecessary: 10 responses Too intrusive/ disruptive: 8 responses Disturbs wildlife/ tranquil, natural surroundings: 7 responses Too/ over developed: 7 responses Will spoil what is there: 6 responses Dislike car park extension: 1 response Play area too grand: 1 response Prefer more traditional look: 1 response Coach park & bus stop not needed: 1 response</p>

<p>Leave millennium copse for wildlife, not play: 1 response</p> <p>Against any development other than what is necessary to enjoy its natural features – openness, views etc.: 1 response</p> <p>New path should be around the outside of the new water play area: 1 response</p> <p><u>Specific suggestions</u></p> <p>Planting, no mature trees to be removed, more planting required: 4 responses</p> <p>Swap over the Skiff Club parking and lodges to give lodges a waterfront position: 2 responses</p> <p>Toilets are needed near the water play area: 2 responses</p> <p>There’s a lack of toilets in the proposal: 1 response</p> <p>There needs to be improved public transport links: 1 response</p> <p>Want to see a BBQ area incorporated: 1 response</p> <p>A bandstand would be good: 1 response</p> <p>Dogs should be allowed inside the café: 1 response</p> <p>Brushes to clean boots on needed: 1 response</p> <p>More activities for adults: 1 response</p> <p>Needs sheltered seating area (winter use) : 1 response</p> <p><u>Concerns expressed</u></p> <p>Has the flooding been factored in, what about a permeable car park surface?: 3 responses</p> <p>Keep bikes and pedestrians apart on the paths: 1 response</p> <p>Funding must be managed correctly: 1 response</p> <p>Local rate payers should have free parking as per the original bequest: 1 response</p> <p>Interest free loan means cost to taxpayer which could be spent elsewhere: 1 response</p>	<p><u>Specific suggestions</u></p> <p>Lodges in wrong location</p> <p>Some play features too near river</p> <p>Facilities needed for older children</p> <p>Needs a bandstand</p> <p>Remove the statue</p> <p>Café should stay where it is</p> <p>Provide fixed BBQs</p> <p>New café to have a green roof</p> <p><u>Concerns expressed</u></p> <p>Will the multi-use room be used?</p> <p>Flooding (on & off site)</p> <p>Vandalism</p> <p>Misuse of facilities (jumping off fishing platforms, noisy guests in lodges)</p> <p>General impact on neighbours</p> <p>Café prices going up</p> <p>Size of lodges</p> <p>Splash park maintenance</p> <p>Play area looks boring</p>
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What are your thoughts about the inclusion of holiday lodges to generate income?

Face-to-face consultation	Online consultation
Good idea, OK: 36 responses	Approve: 19 responses
Bad idea, waste on money: 10 responses	Disapprove: 64 responses
Undecided: 6 responses	Question skipped: 13 responses

A few comments were added about the lodges at the face-to-face consultation:

- Best located away from the public area
- Concerned about the kind of people who will be staying & trouble they may cause (2 responses)
- No trees to be cut down
- Taking away space for wildlife
- Would people want to stay near a busy & noisy road?
- Mustn't be intrusive
- Will they be occupied all year round, is the market research sound?
- Need to offer disabled access
- Why not have more? (2 responses)
- Need to be well managed
- Mixed feelings, Green Belt land
- Concerned it might lead to more being added at a later date
- Good so long as income is re-invested
- Would rather this area used for car parking (as above)
- Lodges wouldn't be needed if RPG left as it is

How would you feel about attending events?

Face-to-face consultation	Online consultation
Good idea, OK, would attend: 39 responses	Interested in attending: 42 responses
Unlikely to: 7 responses	Not interested in attending: 41 responses
Undecided: 3 responses	Question skipped: 13 responses

A few comments were added to this question at the face-to-face consultation:

- Events could be held here anyway without doing all the works: 3 responses
- Would some activities work here e.g. comedy nights might be better in town: 3 responses
- Outdoor markets are better held in a town centre
- Would like to children's activities/ family events: 2 responses
- Concern about damage to grass: 2 responses
- More rural events ideally
- Nothing too expensive, including parking cost
- Already disturbed by forklifts at distribution centre, concerned about noise/light levels
- What about a Proms night?
- Anything offered should be unique to RPG

Suggestions for events were requested as part of the online consultation:

- 17 people were against events being held at RPG
- 48 suggestions made, most popular being bands/ music events: 13 responses
- Film screenings (indoor & out): 6 responses
- History/ Magna Carta events: 4 responses
- A whole range of events suggested by one or two people, including markets, kids activities/ parties, community gatherings, wildlife/ nature events/ talks, food festivals, silent discos, walks & rambles, educational events, sporting events (on land and river), theatre + others

Any other comments/ suggestions;

Face-to-face consultation	Online consultation
<p>General Comments/suggestions:</p> <p>Can we have a BBQ area? Improved boat trips would be great Allow overnight camping for canoeists/ walkers/ cyclists Have we considered the security of the site? What about short term mooring facilities? Promote open water swimming: 3 responses Discourage open water swimming Will residents in Hythe End Rd & The Island be kept informed during planning process? Don't over commercialise it, it's beautiful & peaceful how it is What about a miniature railway running along from RPG to the NT tearooms? Visitors to be encouraged to take litter home The environment should be more organic & not so zoned and herded Not enough publicity being done for this The circular path should be less circular More planting along path Keep the kids play area away from the river Play area should be fenced: 2 responses Play area should be rainy weather proof Is the proposed platform at 14 in the way of the Skiff Club course? Do fishing platforms work with passing boats? We need improved public transport access, improved crossing on the A30: 3 responses The overdue interpretation should be included as part of the scheme Let's have a pedestrian bridge over to Ankerwyke Floating island in the river for breeding birds Could the new café be closer to the river to make the most of the views? Incorporate changing & showering facility into bathing pavilion Great to have a cycleway along the river, but it should be separate or speed bumps, speeding cyclists and pedestrians don't mix: 2 responses Keep bikes out of RPG Electric car charging points in the car park Access to Skiff Club to allow for 40ft dragon boat trailer There's nasty fake paving around The Queen Statue Could be Wardens on site Accessibility to be considered There should be plenty of seating near the water play</p>	<p>General Comments/suggestions:</p> <p>Negative comments or concerns about the lodges: 10 responses Don't spoil natural, open, surroundings/tranquillity: 12 responses Flooding will ruin the new facilities Needs better pedestrian access from Egham Plans look good/great/wonderful: 3 responses Remove the QEII statue Should promote history of the area Play area looks unsafe More covered outdoor seating needed Water park already available at Lammas Not enough year round use Include tennis court Include skate park: 2 responses Needs modernisation/support improvements: 4 responses Unnecessary changes/just needs refresh: 8 responses Consider 2 play areas for kids A water park like the Lammas would be good Concern re charges increasing: 2 responses Include a bandstand Ugly building down the road should be replaced with lodges Bring internet into park – website/apps Too many paths proposed: 2 responses Maintain access for anglers Plant lots of trees Avoid cycle/pedestrian conflict on paths: 2 responses</p>

Will the café be open all year round so there's also always access to the toilets, including disabled facilities, close to the car park?
Wish to re-iterate their opposition to the lodges

Financial comments:

Hope the car parking fees don't rocket/will they be subsidised if you're there for an event/ will there be a season ticket available?

The money is better spent elsewhere, roads, footpaths, litter, Hythe Park, affordable housing

Be clear on the financial implications to tax payers in terms of inflation & interest on an interest free loan: 2 responses

Too much improvement for too much money, just do it up a little, if it isn't broken don't fix it: 5 responses

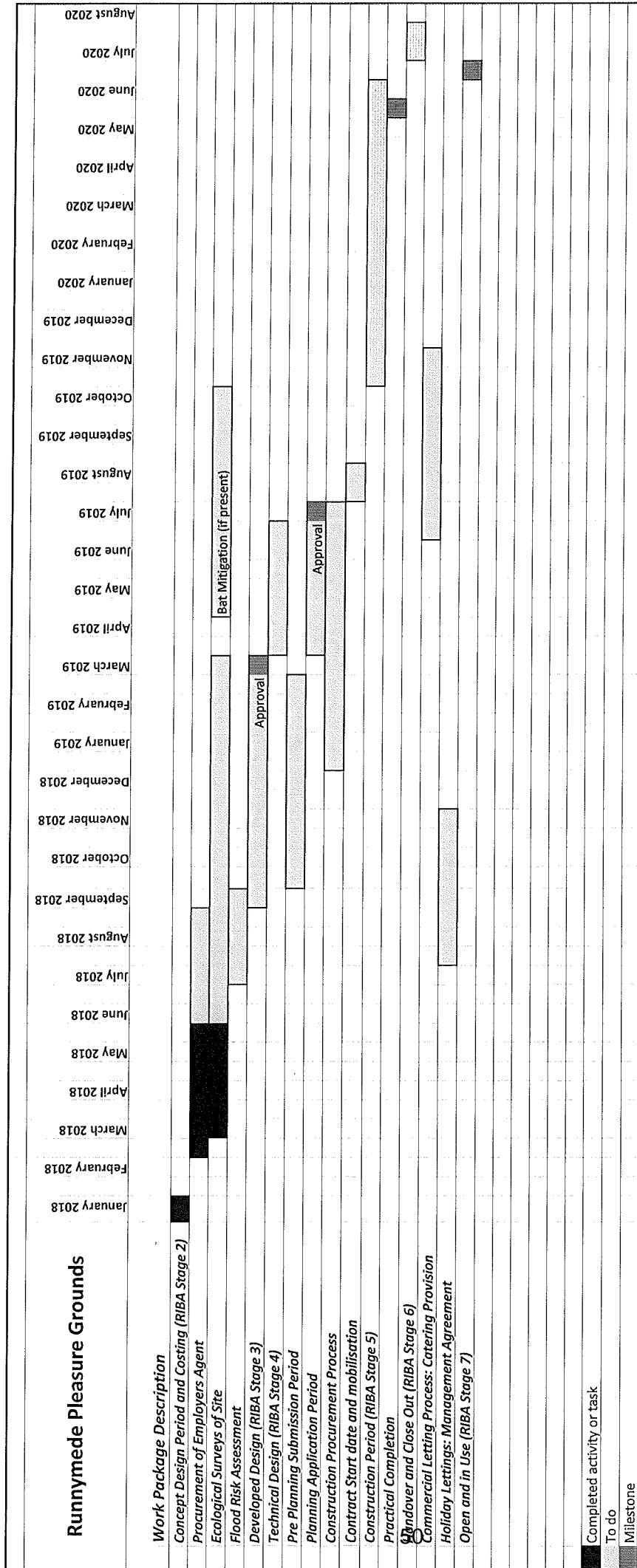
It's all about making money with no thought to the wildlife or countryside

Financial comments:

Use money on other priorities: 14 responses

Seems expensive

High level timeline RPGv2.0



Progress on Action Plan 2017/18

Priority	Outcomes
Response to closure of Age UK Runnymede and Spelthorne.	<ul style="list-style-type: none"> • Some services have been taken on by Age UK Surrey • Handyman services set up in partnership with Woking Borough Council.
Meals at Home	<ul style="list-style-type: none"> • The service has been relaunched with a new branding and menu including special dietary menus
Develop Homesafe Service	<ul style="list-style-type: none"> • This has continued to be promoted and grow over the last year. Funding has been secured from the Clinical Commissioning Group (CCG) for 1st half of 2018/2019. • Currently working on further development into a single point of access for borough services
Transport Contract an Users	<ul style="list-style-type: none"> • There have been new contracts taken on over the last 12 months. • Future contracts may be impacted on by changes in the licensing requirements for Community Transport. • Business plan for future of Community Transport, promoting both commercial potential and social value of future, to be written
Surrey Heath Partnership	<ul style="list-style-type: none"> • The new staff structure is in place and is working well. • Surrey Heath alarm monitoring is now carried out by Safer Runnymede
Hydration and Nutrition	<ul style="list-style-type: none"> • Information was sent out as part of the Hydration and Nutrition week in March.
Non-emergency patient transport	<ul style="list-style-type: none"> • This service has been operational since April 2017.
Improve links between Community Halls and Social Centres	<ul style="list-style-type: none"> • The Halls Manager has helped to set up systems in relation to hires.
Enhanced care in Social Centres and IRL	<ul style="list-style-type: none"> • Business plan written. Need for discussion re future of centre facilities • Extra Care opportunities not viable currently for IRL. Impact on potential to provide enhanced services as a result of loss of funding support from SCC

Home Improvement Agency	<ul style="list-style-type: none"> • Working in partnership with Woking and Spelthorne as part of north west cluster • Intention is to create efficiencies, improve access to services and increase response times.
Vulnerable Persons Database	<ul style="list-style-type: none"> • This continues to be updated and a similar database is now in place in Surrey Heath. • Work is still required to ensure it covers all vulnerable residents
Independent Retirement Living	<ul style="list-style-type: none"> • This work is still being looked at and will be accrued over into this year
SCC Accommodation with Care and Support Strategy	<ul style="list-style-type: none"> • No progress to date
Surrey County Council Funding	<ul style="list-style-type: none"> • There has been a reduction in grant funding for this year to some services. • Consultation was carried out on the changes to Housing Related Support funding resulting in funding being withdrawn • Proposal sent to SCC for the decrease of SLA funding to be staggered to avoid immediate cuts
Wellbeing Prescription	<ul style="list-style-type: none"> • A new member of staff was employed on a 12 month contract funded by the CCG. Referrals have started to come in from GP's
Active at 50+ initiative	<ul style="list-style-type: none"> • This scheme has now finished but there was excellent take up with 460 new participants in 10 sports.
Sports Activities	<ul style="list-style-type: none"> • Existing swimming and walking activities will continue • Discussions have taken place with Achieve Lifestyle on activities/initiatives in the new Egham centre once complete in early 2019.
Living Well Week	<ul style="list-style-type: none"> • The week was once again successful with 478 people attending the activities.
Operation of transport to the Ashford and Weybridge Locality Hubs	<ul style="list-style-type: none"> • Part of a partnership delivering services for 2018/2019 with Woking and Elmbridge. • Due to demand and RBC resources, RBC yet to commence on contract
Community Alarms	<ul style="list-style-type: none"> • New technologies continue to be developed and piloted
Support Carers	<ul style="list-style-type: none"> • Carers training for staff

Promote independence and reduce social isolation and improve mental wellbeing in older adults	<ul style="list-style-type: none"> • A Chertsey Hub was set up but failed to take off. This will continue to be investigated with local stakeholders.
Support for people with Dementia	<ul style="list-style-type: none"> • Dementia friendly community have been set up • Dementia Awareness Week was supported • Attend the NW Surrey Dementia Partnership and Surrey Dementia Board • GPS service supports individuals and carers
Safeguarding of Vulnerable Adults.	<ul style="list-style-type: none"> • The new Safeguarding Policy is due to be signed off in the summer of 2018
Promote lunch clubs in IRL's	<ul style="list-style-type: none"> • This has been trialled and there has been some success.

Appendix 'L'

Action Plan 2018/19

Priority	Actions	Timescales/Strategic Outcomes
Meals at Home	<p>Continue to Promote the service including some target marketing.</p> <p>Possible evening meal option to be introduced.</p>	<p>Ongoing</p> <p>3</p>
Develop Homesafe service	<p>Promote to Police and hospices.</p> <p>Continue to develop relationships with ASC and hospital discharge staff.</p> <p>Through partnership with Surrey Heath</p> <p>Increase the take up of the service.</p> <p>Secure funding from CCG.</p>	<p>Ongoing</p> <p>1, 6</p>
Transport contracts and users	<p>Identify opportunities to take on new contracts as and when appropriate and increase the number of general users</p>	<p>Ongoing</p> <p>1, 2, 4</p>
Surrey Heath Partnership	<p>Continue to identify opportunities to further develop the partnership.</p>	<p>Ongoing</p> <p>1, 2, 3, 4, 5, 6</p>
Hydration and nutrition	<p>Promote hydration and nutrition for older people through marketing material and awareness raising.</p>	<p>Ongoing</p> <p>3</p>

Enhanced care in Social Centres and IRL	Work with ASC on identifying individuals with additional care needs. Review the impact of this need and evaluate potential options.	??? 1, 4, 6
Home Improvement Agency	Review the HIA and DFG function in the light of the findings of the Foundations commissioned report into models of delivery across Surrey.	Complete & Ongoing 1, 4, 5, 6
Vulnerable person data base	Continue to manage the data base for use in an emergency.	Ongoing 1, 3, 6
Independent Retirement Living	Review the Housing Revenue Account IRL housing schemes to assess suitability of purpose and best use of the asset in view of projected need and demand.	Ongoing 1
SCC Accommodation with Care and Support Strategy	Liaise with SCC and CCG on promoting affordable housing for an ageing population with a range of needs.	Ongoing 1
Surrey County Council funding	Partnership working to identify future funding models	Ongoing 1, 2, 5, 6
Wellbeing Prescribing	Review of service to be completed after 12 months.	March 2019 1, 2, 5, 6
Sports activities	Identify opportunities to introduce new activities into the programme of the new leisure centre in Egham	February 2019 1, 2
Living and Ageing Well Week	Promote independence & reduce social isolation and improve mental wellbeing in older adults.	September 2018 1, 2, 4, 5, 6

Operation of transport to the Ashford and Weybridge Locality Hubs	<p>Successfully awarded the Ashford hub transport contract.</p> <p>Look into a bid for Weybridge contract with Elmbridge Borough Council.</p>	<p>Ongoing .</p> <p>1</p>
Community Alarms	<p>Continue to work with SCC and other partners on the development of the use of community alarm and telecare equipment, including the development of new technologies and to consider new service opportunities.</p>	<p>Ongoing in 2018/19</p> <p>1, 4, 6</p>
Support Carers	<p>Identify unmet need (for example through Social Centres) and promote services.</p>	<p>Ongoing in 2018/19</p> <p>6</p>
Promote independence & reduce social isolation and improve mental wellbeing in older adults.	<p>Continue to work with partners on developing new services</p>	<p>Ongoing 2018/19</p> <p>1, 2, 6</p>
Support for people with dementia	<p>Continue to develop the Dementia Friendly Communities in Addlestone and Egham Hythe.</p> <p>Take part in national Dementia Awareness Week.</p>	<p>Ongoing 2018/19</p> <p>4</p>
Safeguarding of vulnerable adults	<p>A new safeguarding policy has been drafted for signing off.</p>	<p>July/August 2018</p> <p>1</p>
Promote lunch clubs in the IRL's	<p>Promotions and Outreach Officer has carried out tastings in the IRL's to promote the option of lunch clubs.</p>	<p>Ongoing</p> <p>2, 3</p>

- 1. Supporting people to remain independent, safe and as well as possible**
- 2. Preventing or reducing social isolation**
- 3. Supporting the reduction of dehydration and/or malnutrition**
- 4. Supporting people with dementia to live well and remain as well and as independent as possible**
- 5. Providing information, advice and support to enable people to make informed choices, including improvements to our website**
- 6. Supporting carers to continue with their caring responsibilities and avoid carer breakdown**

EQUALITY SCREENING

Equality Impact Assessment guidance should be considered when completing this form.

POLICY/FUNCTION/ACTIVITY	LEAD OFFICER
Promoting Wellbeing in Older People Strategy	Chris Hunt

A. What is the aim of this policy, function or activity? Why is it needed? What is it hoped to achieve and how will it be ensured it works as intended? Does it affect service users, employees or the wider community?

This policy replaces the Older People's Integrated Strategy 2008. The Strategy sets out how the Council aims to support older people in the Borough to stay in their own homes and live fulfilling lives and specifically how its services can help prevent, reduce and postpone the need for care and hospital services. The Strategy has been prepared with due regard to the requirements of the Care Act 2014, including the promotion of wellbeing, the provision of preventative services and the duty to safeguard.

The Strategy covers services for older people who for these purposes are generally those over the age of 55. Apart from the age criteria for the services outlined in the Strategy, most of the opportunities are available to all residents of the borough for example community alarms, Meals at Home, community transport etc. Applications for Independent Retirement Living accommodation is dealt with in accordance with the published Allocations Scheme. Ensuring access for those most in need of the services, including people with care and support needs, is a key priority.

B. Is this policy, function or activity relevant to equality? Does the policy relate to an area in which there are known inequalities, or where different groups have different needs or experience? Remember, it may be relevant because there are opportunities to promote equality and greater access, not just potential for adverse impacts or unlawful discrimination.

The Council has a duty to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity and foster good relations. The objective of encouraging wellbeing and independence promotes equality and greater access to services for older people.

The Protected Characteristics that may be affected by this Strategy are Age, Sex, Race and Disability.

The Strategy has been informed by the Joint Strategic Needs Assessment (JSNA) which looks at current and future health and social care needs in Surrey and informs the joint Health and Wellbeing Strategy. The JSNA is continuously updated using data from Surrey-i.

The JSNA data shows that 17% of the Runnymede population was aged over 65 years in 2016. Projections in the JSNA indicate that the demand for services for older people in Surrey will continue to rise over the years. By 2039 it is projected that the proportion of the population in Surrey over 65 will increase to 24.7%, with 5.4% being over 85.

Figures from the General Household Survey 2007 show that 54 % of over 65s living alone are male, while 91% of over 65s living alone are female. The projected growth by age and gender is as follows:

Population aged 65 and over by age and gender, projected to 2030
(source: POPPI)

	2017	2030
Males aged 65-84	6,100	7,800
Males aged 85+	900	1,500
Total males 65 and over	7,000	9,300
Females aged 65-84	6,700	8,400
Females aged 85+	1,500	2,000
Total females 65 and over	8,200	10,400

The 2011 census Ethnicity Profile of Runnymede residents aged over 65 years is as follows:

	White: British	All other white groups	Mixed/ multiple ethnic group	Asian/ Asian British: Indian	Asian/ Asian British: Pakistani	All other Asian groups	Black/ African/ Caribbean/ Black British	Other ethnic group	All non white
Surrey	92.5%	4.8%	0.3%	0.7%	0.3%	0.8%	0.2%	0.3%	2.7%
Runnymede	91.5%	5.9%	0.5%	0.8%	0.1%	0.8%	0.2%	0.3%	2.7%

The proportion of older people from a variety of ethnic groups is set to increase:

People aged 65 and over by age and ethnic group, year 2011

	White	Mixed	Asian/ Asian British	Black/ African/ Caribbean/ Black British	Other Ethnic Group
People aged 65-74	6,371	31	158	18	30
People aged 75-84	4,695	31	58	9	10
People aged 85 and over	2,043	3	10	0	1
Total population aged 65 and over	13,109	65	226	27	41

While the SHMA notes an 81% increase in the Runnymede and Spelthorne Housing Market Area in the percentage change in non-White (British/Irish) population between 2001-11, all BME groups are currently considerably younger than the White (British/Irish) group with people from a mixed background being particularly likely to be aged under 15 when compared with any other group. The proportions of older persons are 26% of White; British/Irish people age 60 or over compared with all BME groups showing proportions of no more than 10%. Further monitoring of these trends will form part of on-going reviews.

The Strategic Housing Market Assessment (SHMA), 2015 notes that it is likely that the age profile will heavily impact upon the numbers of people with a long term health problem or disability (LTHPD), as older people tend to be more likely to have a LTHPD. For example some 79% of people aged 85 and over have a LTHPD. In applying this information to the demographic projection, it is estimated that the number of people with a LTHPD will increase by around 10,100 (a 39% increase). The vast majority of this increase (84%) is expected to be in age groups aged 65 and over.

Projected Increase in incidence of disability in Runnymede residents 2017 to 2035 (Source: POPPI)

Disability	2017	2035	% increase
Dementia	1151	1847	61%
Mobility problems	2903	4407	52%

There is projected to be a 75% increase in dementia prevalence in the 65+ population in Surrey.

The usage of the services offered by the Council includes 40,000 community meals delivered, 55,000 transport trips, 1490 community alarm users and over 100,000 social centre visits annually.

The services provided are continually being redesigned and promoted to ensure they cater for the needs of as many of the age group as possible and awareness continues to be raised. There continues to be partnership working with Surrey County Council and the Clinical Commissioning Group to identify gaps in provision and users are consulted on how services and access to them could be improved and equalities promoted.

The greatest risk of adversely affecting people with protected characteristics is thought to be in relation to race/language where older people in this category are set to increase. On going monitoring and reviews will analyse this trend and enable us to make informed decisions about our services and access to them, for example if there is an emerging need for services for Asian elders and/or literature in Asian, or other, languages. The growth projected in the number of very elderly/frail and disabled service users also poses challenges for the future and this will also be regularly reviewed and the Strategy refreshed accordingly. A corresponding increase in the number of Carers is to be anticipated and on-going reviews will also consider how we will promote equality by catering for the growing need for respite care, activities and support. Regular review will help mitigate any disadvantage inadvertently caused by the Strategy and help us tailor delivery of the Strategy to promote equality opportunities, eliminate discrimination and foster good relations between those who share and those who do not share Protected Characteristics.

It will be increasingly important to consult service users and prospective users from minority ethnic groups, disabled people, their Carers and other people with Protected Characteristics. This consultation will promote equality and inform the regular and on-going review of the delivery of the Strategy.

Our services already cater for some of our most vulnerable residents for example Community Meals which not only provides a healthy hot meal daily also helps to reduce social isolation

where people may lack mobility and are unable to access other services.

The increase in the numbers of older people with higher needs means that the marketing will need to be reviewed on a regular basis in particular to get to the hard to reach groups and those who may have concerns that our services do not cater for them.

When considering how we promote our services we also need to consider that many older people have limited access to web based systems, there may be sensory impairments and religious/cultural issues. To overcome some of these we have tried to target the families of the older people to ensure they are aware of the services on offer with the booklet that went out with council tax bills. In the Community Meals dietary requirements can be catered for.

Most of the services in this Strategy are discretionary but the Council is committed to working with partners to ensure the older people in the Borough are provided with a selection of services, choice and individuals maintain their independence as long as possible.

The outputs of our services are monitored through corporate and local KPI's which show the number of users and these can be measured on a weekly, monthly or annual basis. The impact of our services can be shown in this take up and over time a reduction or later entry to the higher needs services.

If the policy, function or activity is considered to be relevant to equality then a full Equality Impact Assessment must be carried out.

C. If the policy, function or activity is not considered to be relevant to equality, what are the reasons for this conclusion? What evidence has been used to make this decision? A simple statement of 'no relevance' or 'no data' is not sufficient.

There are no potential unlawful discrimination issues identified in the aims and objectives of this Strategy and a full assessment is not considered necessary. However as there is currently limited evidence of how the delivery of this Strategy will impact current or potential service users with Protected Characteristics, the introduction of on-going monitoring and review will assist in mitigating any negative impact found to occur.

The Action Plan has been developed to ensure that the services and activities provided cater for all that need them. Some may be more applicable to some people than others for example marketing of GPS is targeted to benefit dementia sufferers. The centre activities are available to all except for those with the higher needs that could not be safely catered for; and even for these individuals steps are being taken to enable us to provide enhanced services in the future.

Delivery of the services and communication of the Strategy will involve liaison with key partners in Health and Social Care as well as voluntary and other organisations and service users.

This screening assessment will need to be referred to the Equality Group for challenge before sign-off.

Date completed:

Sign-off by senior manager: Chris Hunt

Playing Pitch Strategy Action Plan

FOOTBALL

Key strategic actions

<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Community access to education pitches	Pursue formal Community Use agreements at all existing and any future proposed pitches on education sites.	RBC	Academies and schools	Possible funding for improvements to physical accessibility.	High
Securing developer contributions	Ensure that policy provision is made to secure developer contributions towards new and improved football facilities.	RBC	Developers	Determined by Sport England's New Development Calculator	High
Identification of sites for additional '3G' football turf pitches	Examine the feasibility of providing additional pitches at appropriate sites.	RBC	Potential host sites	£10,000 for feasibility studies	High
Site specific grounds maintenance needs	Review site specific grounds maintenance needs when reviewing RBC's grounds maintenance contract specification.	RBC	GANTIP	-	High

Site specific actions

<i>Site</i>	<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Abbeyfields Recreation Ground	Poor quality changing facilities	Seek external funding for changing facilities improvements	RBC	Football Foundation	£250,000	High
Addlestone Moor	Youth and mini pitches used to over peak capacity	Review grounds maintenance with GANTIP	Abbey Rangers FC	GANTIP	-	Medium
Chertsey Recreation Ground	Youth and mini pitches used to over peak capacity	Review grounds maintenance with GANTIP	RBC	GANTIP	-	Medium
Chertsey Town FC	No current issues	No action required	-	-	-	-
Cooper's Hill Recreation Ground	<ul style="list-style-type: none"> Pitches used to over peak capacity Proposed '3G' pitch provision 	<ul style="list-style-type: none"> Review grounds maintenance with GANTIP Feasibility study for '3G' pitch 	Manorcroft United FC	GANTIP	£10,000 for feasibility	High
Egham Cricket Club	No current issues	No action required	-	-	-	-
Egham Town FC	No current issues	No action required	-	-	-	-
Frank Muir Memorial Field	No on-site changing facilities	Review the need for on-site changing	RBC	-	-	Low
Fulbrook School	No secured community use	Pursue Community Use Agreement	RBC	Fulbrook School	-	Medium

Heathervale Recreation Ground	No current issues	No action required	-	-	-	-
Hythe Social Centre	No current issues	No action required	-	-	-	-
Jubilee High School	<ul style="list-style-type: none"> • Mini pitches used to over capacity • No secured community use 	<ul style="list-style-type: none"> • Review grounds maintenance with GANTIP • Pursue Community Use Agreement 	RBC	Jubilee HS GANTIP	-	Medium
King George V Playing Field	Poor quality pitches with drainage issues	Review grounds maintenance with GANTIP	RBC	GANTIP Virginia Water FC	£30,000 to improve drainage	High
Ottershaw Memorial Playing Fields	Poor quality changing facilities	Seek external funding for changing facilities improvements	RBC	Football Foundation	£250,000	High
Royal Holloway University	<ul style="list-style-type: none"> • '3G' pitch not on the FA Register • No secured community use 	<ul style="list-style-type: none"> • Pursue FA pitch registration • Pursue Community Use Agreement 	RHU	FA RBC	£1,500 annual testing fee	Medium
St. George's College	No secured community use	Pursue Community Use Agreement	RBC	St. George's College	-	Medium
The Magna Carta School	No secured community use	Pursue Community Use Agreement	RBC	The Magna Carta School	-	Medium
Victory Park	No current issues	No action required	-	-	-	-

CRICKET

Key strategic actions

<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Securing developer contributions	Ensure that policy provision is made to secure developer contributions towards new and improved cricket facilities.	RBC	Developers Local clubs	Determined by Sport England's New Development Calculator	High
Access to school sites	<ul style="list-style-type: none"> Approach schools regarding access Secure Community Use Agreements 	RBC	Schools Local clubs	Possible funding for improvements to physical accessibility.	Medium
Sustaining pitch maintenance quality	Provide training for RBC fine turf maintenance staff as required.	RBC	GANTIP SC	-	Medium

Site specific actions

<i>Site</i>	<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Abbeyfield Recreation Ground	'Poor' quality changing facilities	Provide new pavilion	RBC	ECB SC	£250,000	High
Chertsey Cricket Club	Capacity issues in the peak period	Continue to schedule junior fixtures	Chertsey CC	-	-	Medium
Chertsey Recreation Ground	'Poor' quality showers	Provide new showers	RBC	ECB SC	£15,000	High
Egham Cricket Club	Capacity issues in the peak period	Continue to schedule junior fixtures	Egham CC	-	-	Medium
Englefield Green	Small seasonal capacity shortfall	Increase capacity by adding an artificial turf pitch	Englefield Green CC	ECB SC	£10,000	High
Heathervale Recreation Ground	'Poor' quality changing facilities	Provide new pavilion	RBC	ECB SC	£250,000	High
Ottershaw Memorial Playing Fields	'Poor' quality changing facilities and practice nets	<ul style="list-style-type: none"> Provide new pavilion Provide new practice nets 	RBC	Ottershaw & Hamm CC	£250,000 for pavilion £20,000 for nets	High
Royal Holloway University	No current issues	No action required	-	-	-	-
St. George's College	<ul style="list-style-type: none"> No secured community use High hire costs 	<ul style="list-style-type: none"> Seek additional community use Negotiate discounts for junior teams 	RBC	St. George's College	SC	Medium
Victory Park	Pitch is currently unused	Reinstate existing pitch for future junior use	RBC	Clubs	£10,000 to reinstate pitch then annual maintenance	Medium

RUGBY

Key strategic actions

<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Securing developer contributions	Ensure that policy provision is made to secure developer contributions towards new and improved rugby facilities.	RBC	Developers	Determined by Sport England's New Development Calculator	High

Site specific actions

<i>Site</i>	<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Egham Hollowegians Rugby Club	<ul style="list-style-type: none"> • Tenure threatened by rent review. • Poor pitch drainage • Poor maintenance. • No floodlights 	<ul style="list-style-type: none"> • Resolve rent issues • Improve pitch drainage • Improve pitch maintenance • Provide floodlights 	EHFRC	RBC RFU Developers	£75,000 for drainage improvements £15,000 for maintenance improvements £50,000 for floodlights	High
Royal Holloway University	No secured community use	Negotiate Community Use Agreement	RBC	RHU	-	Medium
St. George's College	<ul style="list-style-type: none"> • No secured community use • Access to additional pitches on site 	<ul style="list-style-type: none"> • Negotiate Community Use Agreement • Secure additional access as demand arises 	RBC	OGRFC	Additional hire costs	Medium

HOCKEY

Key strategic actions

<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Securing developer contributions	Ensure that policy provision is made to secure developer contributions towards improved hockey facilities.	RBC	Clubs Developers	Determined by Sport England's New Development Calculator	High

Site specific actions

<i>Site</i>	<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Royal Holloway SC	No security of tenure	Negotiate Community Use Agreement	RBC	RHU	-	Medium
Salesian School	No on-site clubhouse	Review options for some form of on-site provision	CTVHC	Salesian School	TBC	Medium
St. George's College	Sand-filled pitch needs resurfacing by 2020	Resurface pitch	St. George's College	OGHC	£100,000	High

LACROSSE

<i>Site</i>	<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Royal Holloway SC	No security of tenure	Negotiate Community Use Agreement	RBC	RHU	-	Medium
TASIS	No security of tenure	Negotiate Community Use Agreement	RBC	TASIS	-	Medium

BOWLS

Key strategic actions

<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Securing developer contributions	Ensure that policy provision is made to secure developer contributions towards improved bowls facilities.	RBC	Developers Local clubs	Determined by Sport England's New Development Calculator	High

Site specific actions

<i>Site</i>	<i>Issues</i>	<i>Action</i>	<i>Lead</i>	<i>Partners</i>	<i>Resources</i>	<i>Priority</i>
Chertsey Recreation Ground	No current issues	No action required	-	-	-	-
Egham BC	No current issues	No action required	-	-	-	-
Heathervale Recreation Ground	No current issues	No action required	-	-	-	-
Ottershaw Memorial Playing Fields	'Poor' quality disabled access	Improve disabled access	RBC	Ottershaw Bowls Club	£10,000	High
Victory Park	'Very poor' quality disabled access	Improve disabled access	RBC	Addlestone Victory Park BC	£10,000	High

CHERTSEY MEADS MANAGEMENT LIAISON GROUP

27 February 2018 at 7.30pm

Members of the
Group present:

Councillor D A Cotty	Runnymede Borough Council
Councillor M G Nuti	Runnymede Borough Council
Mr R Deacock	St George's College
Mr G Drake	Chertsey Society
Mrs K Drury	Honorary Warden
Mr H W Evans	Surrey Bird Club
Mrs F Harmer	Honorary Warden
Mrs J Hearne	Chertsey Meads Residents' Representative
Mrs C Longman	Mead Lane Residents' Representative
Mrs M Nichols	Chertsey Society
Mr C J Norman	Honorary Warden
Mr J O'Gorman	Mead Lane Residents' Representative
Mr B Phillips	Surrey Botanical Society
Mrs T A Stevens	Honorary Warden
Mrs A Teasdale	Hamm Court Residents' Representative
Mr D Turner	Chertsey Agricultural Association

Members of the
Group absent:

Mrs M Buck	Hamm Court Residents' Representative
Dr J Denton	Invertebrates Expert
Ms I Girvan	Surrey Wildlife Trust
Mrs H Lane	Surrey Wildlife Trust
Mrs L Lee	Local Horse Riders Representative
Mr D Mead	Chertsey Agricultural Association
Mr G James	Sustrans
Mrs S Ritchie	Dog Walkers Representative
Mr D Wheeler	Chertsey Meads Residents' Representative

Representative from the Environment Agency

Advisory members of
the Group present:

Mr P Winfield	Community Services Manager, Green Space Runnymede Borough Council
Mr C Dullely	Open Space and Allotments Manager, Runnymede Borough Council

Action

1. **FIRE PRECAUTIONS**

The Chairman read out the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. **MINUTES**

The Minutes of the meeting of the group, held on 5 September 2017, were confirmed and signed as a correct record.

3. **APOLOGIES FOR ABSENCE**

Apologies were received from Dr J Denton, Ms I Girvan, Mrs H Lane, Mrs L Lee, Mr D Mead, Mrs S Ritchie and Mr D Wheeler.

4. **MEMBERSHIP OF THE CHERTSEY MEADS MANAGEMENT LIAISON GROUP**

The Group was advised that Mrs Lee had that day resigned from the Group owing to other commitments. Officers also reported that Mr Wheeler, a founding member of the Group and the Chertsey Meads Association before it had decided to retire. The Group was saddened to hear this news and wished to convey their sincere thanks to Mr Wheeler for his long service, loyalty and always positive and amusing contributions to the Group over so many years. Mrs Stevens added that her father had expressed his thanks to the group and sent everyone his love which was duly returned. A letter of thanks would be sent to Mr Wheeler.

The Group then discussed how vacancies might be best filled. It was noted that an expression of interest had been registered by a resident who lived nearby the Meads. It was considered that the current roles of Honorary Wardens and Residents representatives might be a little restrictive and that it would be sensible to amend the Constitution to create 8 roles for local residents with an interest in the Meads rather than have 4 Honorary Wardens and 4 Chertsey Meads/Mead Lane residents.

It was agreed that a letter drop to Chertsey Meads residents and surrounding roads would be sent asking for volunteers. [since the meeting it was established that there were 2 volunteers who had come forward. The cost of canvassing the area was prohibitive so after consultation with the Chairman, the Group would be asked to choose which nomination to support at the next meeting.]

The Group also agreed it would be prudent to ask Hamm Court Residents Association if they had a resident who would be available to replace Mrs Buck, who it was noted had unfortunately been unable to attend any group meetings for some time.

The other vacancies for a representative from The Conservation Volunteers and the Environment Agency were noted.

Resolved that –

The updated Constitution of the Chertsey Meads Management Liaison Group, as attached at Appendix ‘A’, to update the roles for

Miss Pinnock

representatives be endorsed and reported for information to the Community Services Committee at its meeting in June 2018.

Action

5. ACTIONS FROM THE LAST MEETING

Tree Screen

Mrs Hearne agreed to continue monitoring potential sources of suitable trees and to liaise with Mr Winfield or Mr Dulley.

Boardwalk and Interpretation

Members noted the more frequent strimming regime for the area around the new boardwalk had been implemented.

Members also agreed to delay the installation of a new interpretation board for a further 12 months. This would allow more time to assess which species to be highlighted and there might be funding forthcoming from the awaited SANGS status at that time.

Mr Evans, Phillips and Winfield

Anti-Social Behaviour

Mr Dulley reported that the gate locking arrangements at Truss's Island in Staines had been working well. A group of residents had drawn up a rota to cover early opening and late closing to prevent anti-social behaviour while preserve the accessibility of the open space. At Chertsey Meads however, there were fewer people in a position to do this on a regular basis. It was noted that a large number of people walked their dogs on the Meads and this might be a potential source of volunteers. It was agreed to put a notice on the board in the car park.

Mr Dulley

In the second car park, the temporary camera had picked up a small number of incidents. However, the images were not of evidential quality. It was thought that the presence of signs had been a positive, if limited, deterrent. Mr Winfield would raise the issue of anti-social behaviour generally at the next meeting of the Joint Action Group

Mr Winfield

The Group then discussed problems associated with the behaviour of some of the commercial dog walkers, some of whom it was reported were acting in an unacceptable manner through their attitude to anyone who challenged their behaviour and by allowing dogs in their care to foul the Meads and run free in large numbers causing a nuisance to other users of the Meads. Some members observed that commercial dog walkers were exercising up to 8 or 9 dogs at one time and their business appeared to be quite lucrative.

Some members considered that byelaws should be introduced as some other local authorities had done (with varied levels of success) which either prohibited commercial dog walkers from using the Meads and/or limited the number of dogs that one person could exercise on the Meads at any one time on or off their lead. However, choosing a suitable limit was difficult and it was pointed out that not allowing dogs to run free at least once a day was detrimental to their welfare. The Council no longer employed a Dog Warden and the lack of resources to enforce a byelaw was noted.

Councillor Nuti agreed to undertake some research into the subject as he was very concerned that local residents and Meads users should not be experiencing alarm and inconvenience by people acting irresponsibly. He would report back in September to the next meeting.

Councillor Nuti

	<u>Action</u>
<p>6. <u>Management and Maintenance</u></p> <p><u>Annual Work Programme</u></p> <p>Mr Winfield reported that none of the tree work scheduled for 2017 in the Management Plan had been completed. However, the remaining works would have to be delayed owing to an unusually high proportion of the budget which had been spent on repairs to the Height Barrier.</p> <p><u>Work on the River Bourne</u></p> <p>Mr Deacock updated the group on the joint project between St George's College, Surrey Wildlife Trust and the Wey Landscape Partnership. The partnership had produced detailed plans, approved by the Environment Agency, which illustrated how the proposed works were designed to enhance biodiversity and improve natural habitats.</p> <p>Two Officers from the Environment Agency had been on site and taken the opportunity to appraise themselves of the harm that people living on the Traylens site had caused to the River Bourne, specifically the build-up of debris and a fuel line that had been covered.</p> <p>The 6 week tree felling programme at the college had commenced; Euroforest were undertaking the works which included a high % of replanting, approximately 1,000 'cricket bat' willows, between November and December 2018. An area of between 20-30 metres would be clear from the tree line to the banks of the river on the St George's College side which would benefit the Meads considerably.</p> <p>Reassurance was provided to those members with concerns that works in the river to create a Point Bar would improve water and silt flow, thus alleviating the risk of flooding. Mr Deacock would circulate the Environment Agency permit for the works.</p> <p>The Group's approval was sought to fell a small sycamore tree on the Meads river bank which would be pinned into the river to allow silt to drop out and slow the water flow to create the Point Bar. This was approved with two abstentions.</p> <p>Resolved that the identified sycamore tree be felled to create a Point bar in the River Bourne in accordance with the Improvement works initiated by St George's College and Surrey Wildlife Trust.</p>	<p>Mr Winfield</p> <p>Mr Deacock/Miss Pinnock</p>
<p>7. <u>HLS AGREEMENT</u></p> <p>The Group was advised that the current Higher Level Stewardship (HLS) scheme would expire in October 2018 and with it the £10,000 funding. Natural England had confirmed that a new Countryside Stewardship scheme would replace the HLS. Mr Winfield would be making an application for a 'mid-tier' scheme in the summer and would report back to a future meeting on whether the application had been successful and what level of funding could be accessed.</p>	<p>Mr Winfield</p>
<p>8. <u>CHERTSEY MEADS – SUITABLE ALTERNATIVE NATURAL GREEN SPACE (SANGS) STATUS UPDATE</u></p> <p>The Group noted that progress was being made towards the SANGS designation. A Constraints and Issues' addendum had been added to the Management Plan but progress was delayed owing to the Borough's Local Plan which had not yet been approved and upon</p>	<p>Mr Winfield</p>

which confirming such status depended. Progress would be monitored and the Group advised accordingly.

Action

9. **REPRESENTATION REGARDING BT TELEGRAPH POLES**

The Group considered a letter from a resident living on the Meads seeking support for an as yet, undeveloped scheme for an improved broadband service to residential properties on the Meads. Specifically, this resident supported the installation of telegraph poles. The Group's reaction was mixed. Some supported the idea, others felt it would ruin the open aspect of the Meads. Whilst acknowledging the inconvenience that the current arrangements with frequent repairs caused, Mr Winfield advised that the group's role was to advise on the management of the Meads and to consider the effect of development on the Meads rather than whether it would improve the services and facilities of residents. Some residents accepted that where they had chosen to live was in the knowledge that the technology wasn't as advanced as elsewhere and they sought to preserve the Meads and continue exploring alternative options such as a fibre optic or underground solution. It was agreed that if BT came up with a proposal it would be a good idea to invite them to a meeting of the group to discuss. In turn the Group could then make a recommendation to the Community Services Committee for a decision. It was also noted that not providing the promised service standard, backed up with evidence of the broadband speed, or lack of it, BT could be challenged by residents. The BT Superfast Surrey Programme was mentioned and Councillor Nuti agreed to see if this was one avenue to explore.

With regard to consultation with residents Mrs Stevens and Mrs Hearne offered to write to local residents and gather feedback for the next meeting of the Group in September.

Mrs Stevens/
Mrs Hearne

Resolved that the resident who made the representation be advised of the group's discussion and that if BT had a proposal the Group would give it due consideration

Miss Pinnock

10. **EVENTS**

Santa Fun Run

A Santa fun run organised by the 1st Chertsey Scout Group had taken place on 28 December 2017. It was well attended.

Litter Pick

The litter pick would take place on Sunday 8 April 2018 at 10am, meeting in the first car park on the Meads.

Site Visit

Tuesday 19 June 2018 was agreed for the annual site visit, meeting in the second car park at 7pm. This would be a revival of the Orchid count.

Chertsey Show

Mr Turner confirmed that a formal application to use the Meads had been submitted for what would be the Show's 175th on 11 and 12 August 2018. There would be special events to commemorate the end of World War I and Horse Drawn vehicles, including a fire engine from

1915, subject to sufficient sponsorship. The same parking restrictions would also be applied for which worked well and group members were encouraged to register for their free tickets, if within the catchment area. Tickets were named and allocated.

Action

11. **Any Other Business**

Group members remained vigilant to unauthorised activity including over stay moorings, BBQs and other fires, fly tipping, drone flying and youths on quad bikes churning up the Meads. All such incidents should be reported appropriately and action would be taken, resources permitting.

Mr Winfield reported that grass reinforcing matting would be installed between the first car park and the play area gate to ease access. The work would be carried out in the new Financial year.

Mr Dulley reported that the second car park would temporarily be unavailable the following week while a film crew was in situ. A licence had been applied for which would bring income of £1,250.

12. **DATES OF FUTURE MEETINGS**

Members noted that the next two meetings were scheduled to take place on Tuesday 4 September 2018 and Tuesday 26 February 2019 both at 7.30pm, to be held at the Civic Centre in Addlestone.

Chairman

The meeting ended at 9.12 pm

Chertsey Meads Management Liaison Group

Constitution

2017/18



The New Boardwalk across the Reed Beds, Chertsey Meads, March 2017

CONSTITUTION OF THE

CHERTSEY MEADS MANAGEMENT LIAISON GROUP 2017/18

Last approved by the former Leisure and Environment Committee 16 September 2010 and updated under delegated authority in June 2011, July 2013, March 2015, January 2016, March 2017 and February 2018

1. Name of the Group

- 1.1 The name of the Group is the Chertsey Meads Management Liaison Group (hereinafter called the "Liaison Group").

2. Aims of the Group, to:

1. provide the Borough Council with scientific, natural history and other advice on the conservation, management and recreational use of Chertsey Meads.
2. advise upon the production of the Chertsey Meads Management Plan and at least annually review progress against the plan.
3. promote interest and participation in the conservation and improvement of Chertsey Meads.
4. appoint 8 residents representatives with an interest in Chertsey Meads to monitor the condition of Chertsey Meads and report to Council Officers.

3. Membership of the Group

3.1 Voting members:

1. Runnymede Borough Councillors	2 x representatives
2. The Conservation Volunteers	1 x representative
3. Chertsey Agricultural Association	2 x representatives
4. Chertsey Society	2 x representatives
5. Environment Agency	1 x representative
6. Chertsey Meads MLG residents representatives	8 x representatives
7. Hamm Court Ltd. residents representatives	2x representatives
8. Invertebrates expert	1 x representative
9. Local dog walkers representative	1 x representative
10. Local horse riders representative	1 x representative
11. St George's College	1 x representative
12. Surrey Bird Club	1 x representative
13. Surrey Botanical Society	1 x representative
14. Surrey Wildlife Trust	1 x representative
15. Sustrans (sustainable transport)	1 x representative

3.2 Non-voting, Advisory members

- i) Runnymede Borough Council Officers 2 x representatives
(normally the Community Services Manager – Green Space and Open Spaces and Allotments Manager)

4. Chairmanship of the Group

- 4.1 The meetings of the Liaison Group shall be chaired by a Member of the Council representing the Community Services Committee. The Chairman need not be a Member of that Committee but should have an interest in Chertsey Meads and/or conservation issues.

5. Meetings of the Group

- 5.1 The Liaison Group will meet twice a year, generally in March and September. Special meetings of the Group may be convened as necessary in consultation with the Chairman of the Liaison Group.
- 5.2 The Liaison Group has the power to appoint Working Groups as and when necessary to examine particular aspects of the conservation, management or use of Chertsey Meads. The appointment of such Groups must be approved by the Chairman of the Liaison Group and by the Corporate Head of Law and Governance. The Chairman and Council Officers are not required to attend meetings of these Working Groups, and Council Officers are not required to give the Working Groups secretarial support unless a particular issue being discussed is for a decision to be made by the Community Services Committee.
- 5.3 The date of a meeting may be changed with the consent of the Chairman of the Liaison Group. Meetings of the Liaison Group may also be cancelled if it is agreed by the Chairman that there is insufficient business to justify a meeting being held.
- 5.4 In the event that a meeting is cancelled or the date is changed, a letter (or email) shall be sent to all members of the Liaison Group notifying them of this cancellation or change and the reason for it.

6. Voting

- 6.1 All matters arising before the Liaison Group shall be decided by a majority of the voting members present. The Chairman shall have a second or casting vote in the event of an equality of votes.
- 6.2 The Liaison Group shall, by its recommendations, advise the Council but the Group shall not exercise any executive powers of the Council, nor incur any expenditure on the Council's behalf.

7. Agendas and Minutes for the Group

- 7.1 The Agendas for the meetings of the Liaison Group shall be prepared by an Officer in the Law and Governance Business Centre and shall be sent to all members five clear working days before the meetings of the Group.
- 7.2 Any member wishing to include a particular item of business on the Agenda must inform the Corporate Head of Law and Governance at least nine clear working days before the meeting takes place.
- 7.3 The Minutes of the meetings of the Group shall be:
- drawn up by an Officer in the Law and Governance Business Centre;
 - presented to the next ordinary meeting for confirmation by the Liaison Group as a correct record and signature by the Chairman; and
 - reported to the next ordinary meeting of the Council's Community Services Committee.

RUNNYMEDE BOROUGH COUNCIL**CONSULTATION WITH APPROPRIATE CHAIRMAN IN RESPECT OF URGENT ACTION
TAKEN UNDER STANDING ORDER 42**

TO: Councillor Miss M N Heath
Chairman of the Community Services Committee

FROM: Peter Winfield, Community Services Manager - Green Space

MY REFERENCE:

DATE: 25/4/18

1. Synopsis of report:

Authority is sought to respond on behalf of the Chertsey Meads Management Liaison Group (CMMLG) to a public consultation on plans to replace the Esso fuel pipeline which crosses Chertsey Meads.

2. Reasons why this matter cannot wait for a Committee Decision:

The public consultation closes on the 30th April, before the next meeting of the Community Services Committee.

3. Recommendation(s)

That authority be granted to submit a response to the Esso pipeline public consultation on behalf of the CMMLG, based on the content of this SO42

4. Context of report

Chertsey Meads is a Council owned open space on the banks of the River Thames. It is a Site of Nature Conservation Importance and part is a Local Nature Reserve.

Esso are consulting on potential routes for a replacement fuel pipeline. This will replace an existing pipeline which runs from the south coast to Hounslow and crosses Chertsey Meads. The consultation includes a range of routing options but all cross Chertsey Meads.

The CMMLG advises the Council on the management and maintenance of Chertsey Meads but does not have authority to respond to a public consultation on behalf of the Council, therefore the approval of the Community Services Committee is required.

The Chairman of the CMMLG (Cllr Cotty) and Officers recently attended the Esso pipeline public consultation at Chertsey Hall, as did other members of the group. All are of the view that, while individual responses are important, a response submitted on behalf of the CMMLG would carry more weight in promoting the route that minimises damage to Chertsey Meads.

The response described below is endorsed by the Chairman of the CMMLG and a quorum of the group.

5. Report and, where applicable, options considered

Members of the CMMLG have been encouraged to respond to the consultation individually via the website, but Councillor Cotty, as Chairman, has suggested that, in addition, a response submitted on behalf of the group would add weight.

Details of the pipeline routing options, or 'Corridors', can be found at the project website <https://www.slpproject.co.uk/corridor-options/> a pdf plan of the corridor options is also attached to this SO42

The CMMLG's response would express the view that if the new pipeline has to cross Chertsey Meads it should be laid as close to the existing pipeline as possible. This being the least sensitive part of the Meads in terms of floral biodiversity, any disturbance to the ground would be more acceptable in this location than in other parts of the Meads. Other options put forward by Esso for laying the pipe across the Meads would involve coming onto site in the South East corner, near Hamm Court, and the excavations would destroy much of the work that we have done over the years in improving the biodiversity of these more sensitive areas.

The CMMLG response would support Corridor J as the preferred option and setting out objections to the alternatives and include the following observations:

- The Meads is a Site of Nature Conservation Importance, the eastern half being a Local Nature Reserve and it is also protected as a Queen Elizabeth II Field via the "Fields in Trust" organisation.
- It is one of the very few River Thames flood plain meadows left in the lower reaches of the river.
- The site supports many species of wild flowers and grasses, flora, that are both general to such flood plains and also many increasingly rare plants due to the serious loss of such river flood plains elsewhere because of drainage and development.
- RBC has been working hard with its Chertsey Meads Management Liaison Group, the Surrey Wildlife Trust, local residents and other experts, to not only maintain this rare habitat but to improve it. It did once have SSSI status, and we are all working towards getting the site up to this level of nature conservation again. It is therefore vital that any damage to the site is avoided or minimised.
- The least damaging route for the new pipeline would be J which closely follows the line of the existing pipe. The 2 Options M and G would both come into the Chertsey Meads site from the southeast corner and take a new line across the site. This would cause more new and unacceptable damage to the more sensitive parts of the site.
- There is a colony of the Surrey-rare Adder's-tongue fern (*Ophioglossum vulgatum*) growing close to route J that must be protected.
- We understand that when going across sensitive environmental sites there was a range of measures that could be taken to minimise the disturbance to the site. Firstly the time of year---there are ground nesting sky larks as well as other nesting birds, so it must be out of the bird nesting period. The minimum width of the trench, the equipment that 'digs' the trench, the use of land either side for working from---all these could be minimised. While obviously back-filling the soil, we would not want the ground to be re-seeded. We do not want the introduction of any plants that are not of this habitat. The ground should be left to re-seed naturally from the existing surrounding vegetation.
- The timing of the works needs to avoid the annual Chertsey Show, held on the Meads
- Access to residential properties on the Meads must be maintain during the works

Esso would also be asked to consider betterments to the Meads as part of their proposal including, undergrounding the overhead power lines, upgrading equipment in the play area, replacing the old vehicle height barrier, providing better security along the field edges etc.

6. Policy framework implications


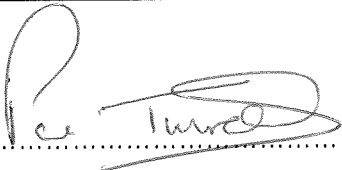
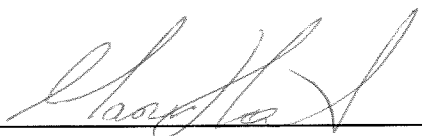
None

7. Financial and Resource implications (where practicable)

No costs envisaged to the Council, but officers will seek betterments to Chertsey Meads as a result of the works to replace the pipeline

8. Legal implications

None

9.	Equality implications None
10.	Other implications (where applicable) None
11.	Background papers https://www.slpproject.co.uk/corridor-options/
12.	<u>Chief Officer(s) Decision</u> <div style="text-align: right; margin-right: 100px;"> Signature of authorised officer  </div> <p>I have been consulted and am in agreement with the above</p> <p>Signature(s) and position(s) of other relevant Chief Officer, Corporate Heads or authorised representatives</p> <p>.....</p> <p>NB: this <u>must</u> include the Corporate Head of Resources or his authorised representative where the decision involves expenditure, loss of income, or future implications for budget or financial forecast.</p>
13.	<u>Chief Executive's Decision</u> <div style="text-align: right; margin-right: 100px;"> Signature of Chief Executive  </div> <p>I have been consulted and am in agreement with the above</p>
14.	<u>Chairman's Comments</u> <p>I concur in the Chief Officer's decision</p> <div style="text-align: right; margin-right: 100px;"> Signed  Date <u>30. 04. 18</u> </div> <p>I have the following further comments:</p>

Further information may be obtained from P. WINFIELD on Ext. 5673

The completed copy is to be returned by the Councillor to the Corporate Head of Law and Governance (John Gurmin) who will send a copy to the Chief Officer and report to the relevant Committee as necessary.

RUNNYMEDE BOROUGH COUNCIL**CONSULTATION WITH APPROPRIATE CHAIRMAN IN RESPECT OF URGENT ACTION
TAKEN UNDER STANDING ORDER 42**

TO: Councillor
Chairman of the Community Services Committee

FROM: Shazia Sarwar

MY REFERENCE:

DATE: 23/05/2018

1. Subject/Proposal:

Public Spaces Protection Order Addlestone Town Centre
Public Spaces Protection Order Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield
Public Spaces Protection Order (PSPO) Enforcement protocol for above PSPOs.

2. Reasons why this matter cannot wait for a Committee decision:

Increased reports of anti-social behaviour (ASB) in Addlestone and Englefield Green. Both locations are currently on the Joint Action Group Action, a meeting where an area with high or complex incidents of ASB is discussed.

The proposed PSPOs will enable Surrey Police and Runnymede Borough Council to tackle specific nuisance behaviours instantly and effectively which will also increase public confidence. Due to public interest and seriousness of incidents it is sensible to implement the proposed PSPOs and enforcement protocol promptly.

3. Statement

Runnymede Borough Council is considering PSPOs for a specified area of Addlestone Town Centre and Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfield due to the unreasonable and persistent nature of behaviour which is having, or likely to have, a detrimental effect on those living in the locality.

The proposed enforcement protocol for the two specific PSPOs only has been developed to ensure a consistent approach is taken when enforced by the local authority. Specifically to note, currently Runnymede Borough Council do not issue fixed penalty notices to U18s, however this enforcement protocol is seeking authorisation to enable Runnymede Borough Council to issue fixed penalty notices to U18s, lowering the age to 10 years old. Primarily restorative measures will be considered for any U18s who are in breach of the PSPOs with only considering issuing a fixed penalty notice to repeat or prolific offenders. This will be in consultation with the Surrey Police Youth Intervention Officer and SCC Family Services. The fixed penalty notice issued by Runnymede Borough Council will be £100 with a reduced amount of £80 if paid within 14 days.


The purpose of the report is to seek Chairman approval of the proposed enforcement protocol for the proposed PSPOs covering Addlestone Town Centre and Hazel Close, Elmbank Avenue, Holly Close, Ilex Close, Blays Lane and Swallowfields.

Detailed report and completed EIA screening assessment attached.

4. Implications - Financial/Legal/Other

Detailed report attached.

5. Chief Officer(s) Decision

Signature of authorised officer 

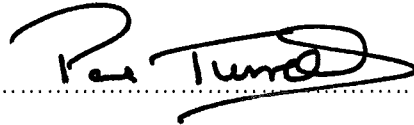
I have been consulted and in agreement with the above

Signature(s) and position(s) of
other relevant Directors, Corporate Heads of Departments or authorised representatives

.....

NB: this must include the Corporate Head of Finance or his authorised representative where the decision involves expenditure, loss of income, or future implications for budget or financial forecast.

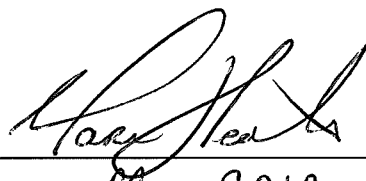
6. Chief Executive's Decision

Signature of Chief Executive 

I have been consulted and in agreement with the above

7. Chairman's Comments

I concur in the Chief Officer's decision

Signed 

Date 24th May 2018

I have the following further comments:

Further information may be obtained from Shazia Sarwar, Community Safety Officer

on Ext. 5065

The completed copy is to be returned by the Member to the Corporate Head of Governance and Assets (MLW) who will send a copy to the Chief Officer and report to the relevant Committee as necessary.