

Runnymede Borough Council

COMMUNITY SERVICES COMMITTEE

9 January 2020 at 7.30 pm

Members of the Committee Present: Councillors N King (Chairman), I Chaudhri (Vice-Chairman), M Adams, T Burton, D Clarke, S Dennett, M Harnden, A Neathey and S Walsh.

Members of the Committee absent: Councillor J Olorenshaw

Councillor I Mullens attended the meeting for the presentation.

426 FIRE PRECAUTIONS

The Chairman read out the Fire Precautions.

427 PRESENTATION – @the Lit

The Committee received a presentation by Sarah Corn and Phil Radcliff representing @the Lit. This was a group of local organisations and individuals that had joined forces with the intention of making a bid for the lease of the Literary Institute in Egham. If the bid was successful, a Charitable Incorporated Organisation (CIO) would be established to turn the Literary Institute into a multi-use community space, including Egham Museum, the Craft Co-op, Pindar Performance Arts and a number of other proposals such as a business incubation centre and managing hall hire. It was also mentioned that they as an organisation wished to expand into facilitating a community kitchen and lounge with Surrey Choices and to look at providing social prescribing and dementia care.

Members noted the thought and imagination that had gone into the project so far and were positive about the range of activities in the proposal, making use of what was acknowledged to be a 'difficult' building, but one which leant itself to diverse use. Members were advised that the aim was to launch the project in May 2020, subject to support from the Council which would need to be approved first through the Committee process.

The full Business Case had been circulated to Members before the meeting which set out, amongst other topics, the funding they required from the Council; in the region of £80,000 over three years. It was understood that representatives from @the Lit including the curator of Egham Museum would be meeting Officers and the Council's Chief Executive, Leader and Deputy Leader of the Council on the following Monday, at which the business plan would be scrutinised in more detail.

Whilst Members expressed support for the project, in which some of them were personally involved, it was acknowledged that funding the venture in the sum requested might be challenging in the current financial climate. The Council would need to consider their bid but take into account any potential loss of income from a commercial lease if theirs was granted. The Committee also noted that grant aid could only be awarded for specific projects, not maintenance or other running costs and general upkeep.

With regard to Egham Museum's current occupation of the building, it was clarified that the new CIO if established would, if approved by the Council, take over the lease for the Museum from the Council. There would need to be further discussions and it was readily acknowledged that reliance on the various trustees and their enthusiasm and long term

commitment would be vital to the project's viability, as well as securing financial stability fairly quickly.

Ms Corn agreed to provide Members with a detailed breakdown of the financial information in the business plan, to include actual amounts of funding already received by the Council and the additional sums being requested.

#### 428 ELECTION OF NEW VICE-CHAIRMAN

Councillor I Chaudhri was elected as the new Vice Chairman of the Committee.

#### 429 NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

There were no temporary changes to the Committee Membership. It was noted that the Leader of the Council had replaced Councillor S Lewis with Councillor I Chaudhri as a permanent change to the Committee Membership for 2019/2020.

#### 430 MINUTES

The Minutes of the meeting of the Committee held on 7 November 2019 were confirmed and signed as a correct record.

#### 431 DECLARATIONS OF INTEREST

Councillors M Adams, M Harnden, I Mullens and A Neathey declared non-pecuniary interests (as declared as such) in the presentation by @the Lit, being members of the @the Lit Working Party, a body formed to advise and give support to @the Lit, as set out in their Business Plan 2020 – 2025.

#### 432 COMMUNITY FIRST 2020 – 2023

The Committee's approval was sought for the next three year programme of potential Community First funded projects in each of the areas of deprivation in the borough. A new Chairman to replace Councillor Mrs Gillham on the Health and Wellbeing Task Group was also needed.

Members were concerned by the fact that Englefield Green West and Addlestone North had moved up the league table of areas of relative deprivation, the former being ranked 11<sup>th</sup> out of the 709 Lower Super Output areas in Surrey. Although still 17<sup>th</sup>, Chertsey St Ann's position had improved. Egham Hythe remained in the top 100 (77<sup>th</sup>) of the most relatively deprived wards in Surrey, with Addlestone North ranking 20<sup>th</sup>, Addlestone South 45<sup>th</sup> and Thorpe sitting at 78<sup>th</sup>. The Committee was advised that when the next census was conducted in 2021 more information would be revealed especially around health and fuel poverty.

Officers reported that at the Housing Committee the previous evening, Members had asked Officers to consider in more detail the option of 'individual bursaries' in order to address the underspend on the Housing Revenue Account budget of a £30,000 contribution; it being noted that the General Fund contributed £35,000 per annum to Community First. The Committee was keen for the budget to be spent with some Members suggesting that more funding was needed as Community First clearly showed the worth of promoting community resilience and acquiring skills. Members discussed how the fund could be publicised better. As a first step, Officers agreed to circulate the Community First funding application form to the Committee to promote in their wards.

The Committee was given a summary of work in each of the targeted wards and noted progress on each action plan including that of the Health and Wellbeing Task Group.

Members appreciated the detailed report and also reviewed the potential projects in the programme. There was some concern at the level of funding for the Hub in Englefield Green West. Officers clarified that until the lease agreement was in place with the Beacon Church they were unable to bid for alternative sources of funding.

Members were advised that the process for dealing with funding applications was fairly straightforward but that the panel scrutinised all applications carefully before any grants were made.

There was some interest expressed with regard to filling the vacancy of Chairman for the Health and Wellbeing Task Group although an appointment was not made at the meeting. Therefore, it was agreed that Officers would liaise with Councillors Burton and Harnden regarding this in consultation with the Chairman and Vice-Chairman of the Committee. In addition, Officers agreed to provide Councillor Adams with details of the next Runnymede Health and Wellbeing Task Group meeting.

The Committee commended Officers for their significant and valued work in Community First within the limited resources available, the most important of which was time. In turn Councillors in the targeted wards were also thanked for their contributions.

The Committee was asked to note that CARS would be invited to present to the June 2020 meeting of the Committee as the Chairman had invited Runnymede Foodbank to present at the March 2020 meeting.

**RESOLVED that –**

- i) the three year programme of potential projects for the Community First projects in the targeted areas 2020/2021 – 2022/2023, be approved; and**
- ii) A new Chairman of the Runnymede Health and Wellbeing Task Group for the remainder of 2019/2020 and 2020/2021 be appointed in consultation with the Chairman and Vice-Chairman**

433 COMMUNITY DEVELOPMENT BUSINESS PLAN 2020/2021

The Committee's approval was sought of the Community Development Business Plan for 2020/2021.

Officers reported another busy year for Community Development. There had been achievements across the business centre; including increased use of the deployable CCTV cameras from Safer Runnymede, security improvements in the borough's parks and open spaces, delivery of the Living Well Week, Surrey Youth Games and Junior Citizen, a successful farmer's market in Englefield Green and a number of Leisure related events such as the theatre in the park and the singing picnics.

Members were pleased that Foxhills had funded the Holiday club taking place over 4 weeks in the summer and that they had agreed to financially support the scheme for a further two years.

There were four key areas of change for 2020/2021. These were progressing the Runnymede Pleasure Grounds project, a comprehensive review of play areas and play equipment, Youth Provision in the borough and a review of the Grounds Maintenance Contract. All of these would be the subject of future reports to the Committee.

Officers reported that an update on the Family Support Programme would be submitted to the next scheduled meeting of the Committee in March 2020 now that funding had been secured for a further 12 months.

The Vice-Chairman of the Committee was leading on the delivery of a youth café and/or other youth facility in the borough and it was suggested that this might be something that @the Lit might be interested in. It was noted that Officers and the Community Development Member Working Group would prepare a response to Surrey County Council's consultation on youth provision. Officers would circulate details of the forthcoming consultation drop-in sessions being organised by the County Council so that Members could attend and raise their concerns about the changed focus from general youth provision to youth intervention services.

Officers were asked to include in next year's Business Plan a section on 'learnings', reflecting on achievements, setbacks and how approaches to projects and other work may have changed as a result.

The Committee thanked the Community Development Team for their work.

**RESOLVED that –**

**the Community Development Business Plan for 2020/2021 be approved.**

434 COMMUNITY SERVICES BUSINESS PLAN 2020/2021

The Committee's approval was sought of the Community Services Business Plan for 2020/2021 which included a business case for additional staff in the business centre to deliver an enhanced Home Improvement Agency policy and to support work with the Integrated Care Partnership.

Officers reflected that it had been a challenging year but that a number of significant achievements had been made. These included the successful launch of a number of transport services for residents, further partnership working with Surrey Heath, the delivery of contracts for Surrey County Council and work to deliver more services in the future and establishing Runnymede's place as a key partner in the Integrated Care Partnership. An example of this was being appointed on its behalf as the lead for the Prevention and Community model of care.

Members were advised of the known changes taking place in 2020/2021. These ranged from the addition of Parking Services to the business centre, a full review of Community Transport and Yellow Buses to the design and roll out of customer satisfaction and feedback processes to enable residents to contribute to service design, development and improvement.

Officers reported that the performance Indicators for 2020/2021 contained three new activities to monitor. These concerned the Home Improvement Agency and Parking Services.

The Committee was fully supportive of the business case to bring additional staff to the business centre which would be considered by Corporate Management Committee along with all the other growth bids from other business centres at its meeting later in January and then if approved, submitted to full Council in February. Officers would update the Committee at a future meeting on the results of the forthcoming consultation on the Home Improvement Agency and discussions with the North West Surrey 'cluster'.

Officers were asked to include in next year's Business Plan a section on 'learnings', reflecting on achievements, setbacks and how approaches to projects and other work may have changed as a result. Officers suggested that in addition, a 'change log' would be useful which Members approved.

The Committee offered its congratulations to the Community Services team for their achievements.

**RESOLVED that –**

- i) the Community Services Business Plan for 2020/2021 be approved; and**
- ii) the business cases requiring additional expenditure be recommended for approval by Corporate Management Committee in January and Full Council in February 2020**

435 RUNNYMEDE PLEASURE GROUNDS DRAFT ESTIMATES 2020/2021

The Committee, sitting as trustee of Runnymede Pleasure Grounds, was asked to approve its draft estimated budget for 2020/2021. Reserves of £184,894, as at 31 March 2019 were noted.

Officers reported that the only significant forthcoming outlay on the budget, as approved by the Committee in November 2018, was the installation of a new Automatic Number Plate Recognition System (ANPR) at an approximate cost of £50,000 with an ongoing annual charge of £14,000 thereafter. These works were due to take place in the next few months and it was hoped that income would increase significantly for the benefit of the Trust.

Members were provided with a brief update on the project to improve the Pleasure Grounds; including that meetings were planned with representatives of the National Trust with a view to some more joined up thinking on the facilities and tourism offer across the sites. Proposals were being developed to replace the lodges with another attraction and the Committee would be updated within the next few months.

The Committee was informed that Officers were currently looking at ANPR options and promoting the Season Ticket Offer in consultation with the Community Development Member Working Group and the Council's Communications team.

It was also noted that the sum of £12,500 for upkeep of the HM Queen Elizabeth II Statue for a period of five years was still owed to the Trust by Magna Carta Legacy Limited and discussions regarding the legal agreement associated with the loan of the statue were ongoing.

**RESOLVED that –**

**The proposed financial projection be approved**

436 LEASE RENEWALS AT THE ORCHARD, CHERTSEY

By resolution of the Committee, the press and public were excluded from the meeting during the consideration of this matter under Section 100A(4) of the Local Government Act 1972 on the grounds that the discussion would be likely to involve the disclosure of exempt information of the description specified in paragraph 3 of Schedule 12A to Part 1 of the Act.

The Committee, sitting as trustee of The Orchard, was provided with the details of two leases at the Orchard in Chertsey and reviewed the new terms thereof, for which approval was sought.

One of the Council's qualified surveyors had prepared the lease renewals and was confident that both gave favourable terms to the Council in the present market and were aligned with the Council's Property Investment Strategy.

The first lease agreement would enable the Dementia Centre to continue providing a much valued service to local residents with the security of a new 10 year lease. The second lease, to Burleys, the Council's current grounds maintenance contractor, facilitated the continued close working with the Council's Green Space team for the next 12 months when the current contract was due to be reviewed.

It was agreed that the terms of both leases were suitable for the buildings and their usage in the context of other local facilities both charitable within a listed building and basic industrial units.

The Committee noted its responsibilities and the legal implications as set out in the report and was pleased to approve both leases accordingly.

**RESOLVED that –**

- i) the lease renewal to the Orchard Dementia Centre (the Dementia Centre), be approved; and**
- ii) the lease renewal to G Burley and Sons Ltd (Burleys), be approved**

(The meeting ended at 9.10pm)

Chairman