

# Community Services Committee

**Thursday 7 January 2021 at 7.30pm**

**This meeting will be held remotely via MS Teams with audio access to the public via registered dial-in only**

## Members of the Committee

Councillors I Chaudhri (Chairman), C Howorth (Vice-Chairman), M Adams, T Burton, D Clarke, M Harnden, N King, A Neathey, J Olorenshaw and S Walsh.

## 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](mailto: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](http://www.runnymede.gov.uk).
- 4) You are only permitted to hear the debate on the items listed in Part I of this Agenda, which contains matters in respect of which reports have been made available for public inspection. You will not be able to hear the debate for the items in Part II of this Agenda, which contains matters involving Exempt or Confidential information in respect of which reports have not been made available for public inspection. If you wish to hear the debate

for the Part I items on this Agenda by audio via MS Teams you must register by 10.00 am on the day of the meeting with the Democratic Services Team by emailing your name and contact number to be used to dial-in to [democratic.services@runnymede.gov.uk](mailto:democratic.services@runnymede.gov.uk)

5) **Audio-Recording of Meeting**

As this meeting will be held remotely via MS Teams, you may only record the audio of this meeting. The Council will not be recording any remote meetings.

## **LIST OF MATTERS FOR CONSIDERATION**

### **PART I**

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

	<u>Page</u>
1. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP	4
2. MINUTES	4
3. APOLOGIES FOR ABSENCE	11
4. DECLARATIONS OF INTEREST	11
5. COMMUNITY FIRST UPDATE AND THE RUNNYMEDE HEALTH AND WELLBEING TASK GROUP AND TARGETED AREAS TASK GROUPS	11
6. SURREY YOUTH GAMES 2021	39
7. COOPERS HILL RECREATIONAL TRUST RENT GRANT AID APPLICATION	41
8. RUNNYMEDE PLEASURE GROUNDS ESTIMATES 2021/2022	45
9. EXCLUSION OF PRESS AND PUBLIC	48

### **PART II**

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

a) <u>Exempt Information</u>	
10. AVIATOR PARK SKATE PARK	49
11. SERVICE DEVELOPMENT UPDATE AND FUNDING AWARD FROM THE INTEGRATED CARE PARTNERSHIP	55
b) <u>Confidential Information</u> (No reports to be considered under this heading)	

**1. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP**

**2. MINUTES**

To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 12 November 2020, as attached at Appendix 'A'.

It is a requirement of the Council's Constitution that the minutes of the Committee are signed at the next available meeting. However, as the meeting is being held remotely, the Chairman will ask the Members of the Committee if they approve the Minutes which will then be signed when this is physically possible.

Runnymede Borough CouncilCOMMUNITY SERVICES COMMITTEE12 November 2020 at 7.30 pm on MS Teams

Members of the Committee Present: Councillors I Chaudhri (Chairman), C Howorth (Vice-Chairman), M Adams, T Burton, M Harnden, N King, A Neathey, J Olorenshaw and J Wilson.

Members of the Committee absent: Councillor D Clarke

Councillors S Lewis and M Maddox also attended the meeting.

297 NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

The Group mentioned below had notified the Chief Executive of its wish that the change listed below be made to the membership of the Committee. The change was for a fixed period ending on the day after the meeting and thereafter the Councillor removed would be reappointed.

<u>Group</u>	<u>Remove</u>	<u>Appoint instead</u>
Conservative	Cllr S Walsh	Cllr J Wilson

The Chief Executive had given effect to the change to Committee membership in accordance with section 16(2) of the Local Government and Housing Act 1989.

298 MINUTES

The Minutes of the meeting of the Committee held on 17 September 2020 were confirmed as a correct record to be signed when the Chairman was physically able to do so.

299 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor D Clarke.

300 ST ANN'S HILL LODGE – UPDATE

The Committee was provided with an update on a small detached property, soon to be leased, which was owned by the Council as Trustees.

Located in 'The Dingle' at the foot of St Ann's Hill, the property known as 'The Lodge' had been empty for three years and was no longer needed by the Council's Green Space team as staff accommodation. After a delay, compounded by the Covid pandemic, the property had been refurbished and marketed, generating interest from a number of prospective tenants. The property had been viewed by 18 people and subsequently three offers had been made.

Commercial Services had drawn up the terms of the lease and considered the proposed rent of £14,400 per annum which would produce an estimated net surplus of £4,000 per annum for the Trust was acceptable, although some Members of the Committee thought that its location, amongst some very high value properties in the immediate vicinity, and in

its attractive, rural and secluded position might command a higher rental value. Although approving the rent as set out in the report, Officers were asked to re-visit this with Commercial Services.

Officers advised that the Council would need to make an application to the Charity Commission to facilitate and consent to the proposed arrangements because the estimated income was above £5,000 per annum, which would trigger compulsory registration of the charity.

The other legal and resources implications in the report were taken into account by Members to fulfil their duty as Trustees to make a decision that 'disposal' of the land to RBCI as the Head lease and the private rentor as the Underlease tenant was in the best interests of the Trust. The Trustees (through Officers) would also need to take various steps to comply with Charity Law. These were advertisement of the Charity Commission discretionary consent, obtaining an Order of the Court or an Order of the Charity Commission to allow the grant of the proposed lease and compliance with s119 (1) of the Charities Act 2011 as detailed in the report concerning taking the written advice (through the report being considered) of a qualified surveyor. It was also necessary as a local authority to comply with Sections 123 and 123A of the Local Government Act 1972 with regard to the length of the lease and advertisement of the disposal in the prescribed manner.

The terms of the Headlease and Underlease were noted, including that any proceeds of letting the property to a third party, after discharge of fees and appropriate maintenance costs would be passed to the charitable trust on a quarterly basis.

The Committee was satisfied that letting the land was appropriate as it was no longer needed for nor suited to any planned or feasible purpose ancillary to the charitable use of the land as a public recreation ground and a letting would generate an income which would benefit the charity. It was further noted that the income generated could be used to maintain both the residential property and the wider charitable land, without a permanent disposal of the Lodge. By keeping the Lodge maintained it would reduce any financial burden on the Trust.

Members approved the proposed recommendations accordingly.

**RESOLVED that –**

- i) the marketing process undertaken be noted;**
- ii) the structure of the proposed leases be agreed;**
- iii) the level of rent be agreed; and**
- iv) an application be made to the Charity Commission for a scheme/and/or an order consenting to the arrangement**

301 PUBLIC SPACE PROTECTION ORDERS (PSPOs) – UPDATE

The Committee was updated on a recent consultation regarding two Public Space Protection Orders which had not been reviewed since their introduction in June 2018 and were due to expire in June 2021. The purpose of the consultation was to establish whether it was proportionate for the orders to remain in place.

The response to the consultation was very encouraging in terms of the numbers participating in a relatively short period of time (from 12 August to 13 September 2020) and Officers advised that if renewed, the orders could be amended if the evidence was there to

support it at the time. The majority of respondees were in favour of retaining the orders, although in both cases respondees indicated they were not sure if the PSPOs had been successful but had not provided further information as to why they had come to that conclusion. It was thought that signs of success were improved behaviour, and low reports of anti-social behaviour. A slight majority favoured no change to the orders, where change was suggested it was mainly with regard to dispersal time with a majority wishing to increase the area covered by the PSPO in both locations.

Officers were invited to attend an Englefield Green Councillors' surgery to discuss the PSPO and in particular its coverage with interested parties and residents. Councillor N King would provide the details. Officers confirmed that enforcing the PSPOs and assessing whether it was proportionate to widen the area or adjust dispersal times would be subject to careful consideration in consultation with the police.

Officers were asked to note a request by Councillor Neathey for an item to be presented to a future meeting of the Committee regarding a request for a PSPO covering an area of Egham Hythe, under Standing Order 27.5. Officers advised that the introduction of new PSPOs would be carefully examined and matched with available evidence that this was the best solution.

In terms of publicity, Officers explained that the areas in which a PSPO was in force had several signs drawing them to people's attention; the Police were able to communicate how they operated and what the implication of breaching the PSPO were from receiving a warning notification, further warnings and, if necessary, a fixed penalty notice, the latter being the last resort. For those aged under 18 a letter was also sent to the parent/guardian which helped re-inforce the message.

Officers confirmed their availability to discuss with Councillors queries with regard to PSPOs and Community Safety, including suggestions for other PSPOs, one so mentioned was at a location in Ottershaw. In response, Officers stressed the need for background data on anti-social behaviour to evidence requests for PSPOs which the Chairman stated could then be considered by the Committee.

Whilst the worth of the PSPOs in protecting the community from anti-social behaviour was appreciated, the Committee was also keen for young people not to be 'criminalised' if issued with a warning or a fixed penalty notice about their behaviour and that encouraging them with positive distraction activities was important. Officers confirmed that falling foul of a PSPO did not result in a criminal record and agreed that early intervention was a priority and to signpost activities for young people in the warning letters where a breach of the PSPO occurs and were reliant on being informed what was available in the relevant areas. Notwithstanding, the loss of children's services was considered by some Members as a contributory factor to anti-social behaviour.

The Committee was content that the orders remain in place and would be reviewed in March 2021 before their expiry in June 2021.

**RESOLVED that –**

- i) the Public Space Protection Orders for areas of Englefield Green and Addlestone, as described in the report, remain in place until June 2021; and**
- ii) Officers to prepare a report for the March 2021 meeting of this Committee to determine whether the orders should be extended, and, if so, in an amended form, prior to their expiry in June 2021**

302 COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES FEES AND CHARGES 2021/2022

The Committee's approval was sought of the proposed fees and charges for 2021/2022 for the services falling under Community Development and Community Services.

Members were advised that at least an inflationary increase of 2% was recommended to help balance the budget and cover applicable costs. However, in order to better understand the fee setting process, and whether the Council's cost base had changed in relation to actual inflationary costs and pressures, Officers were asked to bring a report to a future meeting setting out the cost base for key services and how they related to the level of fees and charges set. Officers explained that they were guided by advice from Financial Services on the proposed increases and considered affordability of services provided to the more vulnerable residents balanced by the need to cover costs and remain competitive. Officers also confirmed that although they undertook benchmarking with other boroughs this did not unduly influence the fees and charges that were set.

Officers advised that fees and charges were kept under review but that they would submit a further report should concerning trends be identified, particularly with regard to the removal of sibling discount for the School bus service which had been discussed by the former Community Services Member Working Group and maintaining and increasing demand for Meals at Home which Members thought was very good value for money. With regard to the Community Transport charges it was noted that the cost presented was for a single journey.

**RESOLVED that –**

**the proposed fees and charges as set out in Appendix 'C' of the agenda report be approved, to be effective from the dates within the appendix or as soon as practical thereafter**

303 COMMUNITY DEVELOPMENT PERFORMANCE INDICATORS – QUARTERS 1 AND 2 2020/2021

Members reviewed the key performance indicators of Community Development for Quarters 1 and 2 of 2020/2021.

The Committee noted that it had been a difficult year, with most of the services and projects that would usually have been provided being cancelled owing to the Covid pandemic, notably the Surrey Youth Games.

A brief interlude before the second wave allowed Chertsey Museum and the Halls to open and it was acknowledged that staff had worked very hard in challenging circumstances. For example, Emma Warren and Doris Neville-Davies from Chertsey Museum were congratulated for their work and recognition received.

Officers reported that the Living Well week had taken place with 22 participants and for the foreseeable future much of the business centres activities could move to being delivered on-line such as Junior Citizen which had been postponed until February 2021.

During the two quarters, parks and open spaces had been well used although there had been some incidents of anti-social behaviour. Members were pleased to note that the % of Careline calls being answered within 60 seconds had exceeded its target. The Committee was impressed by this and asked Officers to include in the performance indicators table a column showing the number of careline calls taken in each quarter and staff in Safer Runnymede were congratulated on their work.



304 COMMUNITY SERVICES KEY PERFORMANCE INDICATORS – QUARTERS 1 AND 2 2020/2021

The Committee noted the performance of the Community Services business centre for quarters 1 and 2 of 2020/2021.

Officers reported that their services had also been impacted by Covid; the social centres remained closed and a number of staff, as was the case with Community Development, had been re-deployed to the Welfare response carrying out tasks which were well received by vulnerable residents across the borough. Staff in Community Services were congratulated for their work and especially their response to Covid 19.

The target for the number of Meals at Home items delivered had been well exceeded; partly owing to more demand during the Covid restrictions but numbers had been increasing prior to the pandemic and it was hoped would be maintained.

Similarly, the number of referrals for Homesafe Plus and the Handyman Services had risen significantly above target, demonstrating their important profile amongst the wider health and care system. Officers advised they would submit a report on a funding bid to the Integrated Care Partnership to develop the offer further to a future meeting of the Committee in 2021.

The Social Prescribing team had successfully led on the introduction of a Befriending service as part of the pandemic response; whilst, sadly, a member of the team who had played a key role in the service had now left the Council, two other members of staff had been recruited.

Members noted that progress with the Home Improvement Agency had been paused owing to the delays with the Surrey Heath Partnership and other significant pressures on Community Services. However, Officers would include an additional performance indicator for the number of enquiries received when resources permitted.

The Committee extended their gratitude to all staff in Community Services for their continued commitment to the Council and the community.

305 FRENCH BROTHERS

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 noted that French Brothers had been offering a ferry service from Runnymede Pleasure Grounds for a number of years and had been paying the amount stated in the report for the specified period. The company were a valuable asset, increasing footfall at the Pleasure Grounds.

Commercial Services had negotiated new terms for their lease and these were approved by the Committee. The new lease would result in a betterment for the Trust and would add to the surplus income that could be used for improvements and other projects in the borough. A few observations were made, and Officers were requested to discuss with Councillors Maddox and Neathey specific queries relating to the terms and liabilities of the lease.

To make sure the rent remained at an appropriate level, it would be reviewed every three years. The Committee was content with this, but Officers were asked to confirm how many outstanding rent reviews there remained relating to Community Development.

**RESOLVED that –**

**the new draft licence agreement for French Brothers' use of the landing place at Runnymede Pleasure Grounds be approved**

(The meeting ended at 9.19 pm)

Chairman

**3. APOLOGIES FOR ABSENCE**

**4. DECLARATIONS OF INTEREST**

If Members have an interest in an item please record the interest on the form circulated with this Agenda and email it to the Legal Representative or Democratic Services Officer by 5pm on the day of the meeting.

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. Membership of an outside body in their private capacity as a director, trustee, committee member or in another position of influence thereon should be regarded as a disclosable pecuniary interest, as should an appointment to an outside body by the Council as a trustee.

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.

**5. COMMUNITY FIRST UPDATE AND THE RUNNYMEDE HEALTH AND WELLBEING TASK GROUP AND TARGETED AREAS TASKS GROUPS (COMMUNITY DEVELOPMENT, SUZANNE STRONGE)**

**Synopsis of report:**

**This report outlines the projects and expenditure in the targeted geographic areas that have been funded by the Community First Initiative in 2020/2021.**

**Recommendation(s):**

**None. This report is for information.**

**1. Context of Report**

- 1.1 Since October 2013 there has been a budget for the Community First Initiative. Initially the budget was a total of £100,000 per annum from 2014/15 – 2016/17. In January 2017, the expenditure was reduced to £65,000; with £30,000 per annum from the Housing Revenue account and £35,000 per annum from the General Fund for the financial years 2017/18 to 2019/20. The funding is currently for the targeted areas of relative deprivation of Addlestone North/Addlestone South, Chertsey St Ann's/Chertsey Riverside, Egham Hythe and Englefield Green West.
- 1.2 The COVID 19 global pandemic in 2020/2021 has resulted in a temporary reduction of £10,000 in the Community First budget to £15,000 of General Fund and £20,000 of Housing Revenue Grant totalling £35,000 for this financial year.
- 1.3 A summary of the expenditure from the Community First Budget in 2020/2021 is set out below:

Budget	£35,000
<u>Housing Revenue Account</u>	
CRUSE TRAINING (bereavement)	£2,000
Magna Carta Mentoring Project	£1,000
Hub Managers Salary Payment 1	£1,250
Home-Start Runnymede	£10,000
Junior Citizen Booklets	<u>£1,250</u>
HRA Spend	<u>£15,500</u>
<u>General Fund</u>	
Hub Managers Salary Payment 1	£1,250
CRUSE TRAINING (bereavement)	£1,000
Magna Carta Mentoring Project	£1,000
Village Centre Contribution	£1,000
Storage Hythe Habitat & Tea Boat	£334
Junior Citizen Booklets	£1,250
Tree Decorations	£536
British Legion Roof	<u>£757</u>
General Fund Spend	<u>£7,127</u>
	-
<u>Total Spent</u>	£22,627
<u>Committed Hub Managers Salary (2)</u>	£2,500
<u>Total Spent &amp; Committed</u>	£25,127
<u>Remaining Budget</u>	£9,873

How the fund has been spent is explained in the main report for each geographic area. The Action plans and multi-agency task groups are attached at Appendix 'B'.

- 1.4 The targeted areas are classed as Lower Super Output Areas (LSOAs) level. The highest scoring Lower Super Output Areas in Runnymede for the indices of multiple deprivation are:

<b>Ranking out of 709 Lower Super Output Areas in Surrey (Source: Surrey)</b>	
<b>Ward</b>	<b>Ranking</b>
Englefield Green West	11 <sup>th</sup>
Chertsey St Ann's	17 <sup>th</sup>
Addlestone North	20 <sup>th</sup>
Addlestone Bourneside	45 <sup>th</sup>
Egham Hythe	77 <sup>th</sup>
Thorpe	78 <sup>th</sup>

- 1.5 Englefield Green West and Chertsey St Ann's are the most relatively deprived wards in Runnymede, being in the top 20-30% of relatively deprived wards in Surrey. Egham Hythe, and Addlestone Bourneside/Addlestone North are in the 30-40% band of relatively deprived wards in Surrey.

Surrey County Council COVID 19 Community Impact Assessment October 2020

- 1.6 The Surrey County Council COVID 19 Community Impact Assessment highlights the following effects for Surrey and Runnymede as a result of the global pandemic:

- Runnymede ranks 5<sup>th</sup> for health impact out of the 11 District and Boroughs. The Covid-19 case rate was 3 cases per 1,000 residents, compared to 3.2 cases per 1,000 residents across Surrey between April and June 2020.
  - 47% of Runnymede residents reported drinking more alcohol during lockdown, 18% higher than the Surrey average.
  - 24% reported a negative impact on their diet, compared to 15% across Surrey.
  - Runnymede residents were also 10% more concerned about their family's physical health over the next 6 months than the average Surrey resident.
  - 8% of working adults were more concerned about their job in the next 6 months than the average Surrey resident.
  - 31% of Runnymede respondents reported coronavirus had a negative impact on their finances, 9% higher than the Surrey average.
  - Runnymede was ranked as second worst for its domestic abuse rate increase (rising from 2 incidences per 1,000 people to 2.4 incidences per 1,000 people).
- 1.7 The Surrey wide priorities identified from the COVID 19 Community Impact Assessment are attached at Appendix 'C'. It is proposed that the Community First Funding will support projects assisting with the COVID 19 recovery in areas of relative deprivation. It is estimated that the Community, voluntary and faith organisations that Runnymede Borough Council works with in the areas of relative deprivation have lost over £80,000 of income during the two COVID 19 lockdowns.
- 1.8 During the pandemic it has been even more important for the partnership organisations involved in the Task Groups to stay in touch with each other, to understand the services which are still available, the changes for those most in need and to share experiences for the post COVID 19 recovery.
2. **Report**
- 2.1 The Community First projects are included in the summaries below, as they are an integral part of achieving the individual action plans for the targeted areas of relative deprivation.
- 2.2 Addlestone North/Addlestone South
- 2.2.1 The Runnymede Job Club has not been running since the lockdown in March 2020. Job Centre Plus Weybridge (which is Runnymede's local Job Centre) has asked if the Runnymede Job Club could join their multi-agency service once a week running out of the Job Centre Plus Weybridge building. Job Centre Plus Weybridge is also using Job Coaches, which we believe resulted in a reduction of residents using the Runnymede Job Club. At present the future format of the Runnymede Job Club is being reviewed and a service for young people is currently being considered.
- 2.2.2 The halls and community centres have lost significant funding due to Covid 19. An example of this is that Reverend Richard Fox has had to reduce his hours to part time due to the loss of funding on hall hire. In addition, Addlestone Community Centre had lost £32,833 up to the end of November 2020 from the loss of room hire. Although the building has not been used during lockdown and lockdown 2, the heating and ventilation systems need to be kept on low and essential maintenance work has to be carried out. The Addlestone Community Centre Treasurer is anticipating that reserves will be reduced to zero.
- 2.2.3 It is proposed to promote all the existing facilities on offer at Addlestone Community Centre, the King's Centre, St Paul's Church, the Baptist Church (and any other community facilities that wish to join) as a united community hub on a single website. At the moment there is only fragmented information on the activities on

offer on a variety of different digital services. For example, Addlestone Chat on Facebook, Addlestone Network and What's On (provided by Runnymede Borough Council).

- 2.2.4 Christians Against Poverty (CAP) only worked with existing clients during March – August 2020. COVID 19 has had a detrimental effect on the whole ethos, which is working face to face with clients, and taking away their financial paperwork to work with creditors, it has been very challenging and slowed down the pace of work. A 3 hour meeting has had to be split up into telephone calls. The waiting list is now open again.
- 2.2.5 As a result of COVID 19, the Runnymede Foodbank distribution has been centralised. Consequently, the Runnymede Foodbank sessions run from the King's Centre has stopped. Thus the face to face contact with clients to develop relationships and provide support and help has been lost.
- 2.2.6 St Paul's Church continues to provide food to low income families under the Foodshare Scheme. Fifty percent of the summer lunches to replace free school meals were distributed at Strawberry Fields. Due to COVID 19 ingredients were dropped off to families so they could make their own lunches. Christmas hampers are planned for Christmas instead of a Christmas lunch.
- 2.2.7 The new headteacher at Sayes Court School has started a comprehensive family resilience programme involving the entire family, to raise self-esteem and aspirations. Other initiatives include a parents group. The Sayes Court Children's Centre has closed and been replaced by the Runnymede Family Centre in Egham Hythe which covers the Borough. The service is not universal and provides targeted Level 3 support to families in greatest need as part of Surrey's Helping Families Early Strategy. The Addlestone Youth Centre has been renamed as Addlestone Young People and Family Centre to support families living in the area through outreach and other services.
- 2.2.8 A group of residents are working on a proposed community hub at the DEFRA site known as Holme Farm and representatives have been invited on the Addlestone North/Addlestone South Task Group to help meet the unmet need in Strawberry Fields. The task group has organised one off fun days on the new estate but there is no community hall to carry out long-term community development work. The Holme Farm Community Hub strives to improve the health and well-being of people in the community, alleviate loneliness, by creating a space where, through the facilities and workshops provided on-site, people can interact and gain a purpose, improve their mental and physical health. People are also encouraged to interact with the outside environment and appreciate the biodiversity of the local area. A diverse series of community workshops is planned for the inside and outside; including woodworking workshops, craft workshops, gardens, allotments, poly tunnels, an orchard, meadows, nature trail, re-wilding, woodland, wetland area, children's outdoor space, outdoor gym, amongst others. We are currently seeking funding from Surrey County Council to facilitate this.
- 2.2.9 Addlestone North and Addlestone South will benefit from the Community First Funding for Homestart Runnymede and Spelthorne, to support Runnymede Borough Council tenants with children up to aged 13 years. In addition, the Junior Citizen scheme which has been running annually for over 20 years, brings children face-to-face with real life, potentially dangerous scenarios that teach them how to act in emergency situations and how to avoid them happening in the first place.

### 2.3 Chertsey St Ann's/Chertsey Meads

- 2.3.1 The Chertsey St Ann's/Chertsey Meads task group has continued to focus on investigating services for young people as a result of the reduction in young

people's services by Surrey County Council and the closure of the Gogmore Park Youth Centre, Chertsey. Former Runnymede Mayor, Councillor Dolsie Clarke, working with Surrey Clubs for Young People, has opened the old youth centre building as the Gogmore Farm Park Youth and Community Centre. The Bourne Café was opened by the Mayor on 6 October 2020, which is part of the same building complex.

- 2.3.2 The Chertsey Task Group set up a Loneliness Task Group in response to the Government's strategy, launched in October 2018. The Loneliness Task Group published a booklet for residents in January 2019 called 'Reconnect with the Community and Make New Friends'. They also helped set up two new social groups in Row Town and in Ottershaw. During the COVID 19 Pandemic two new wheelchair tree trails have been produced. The Loneliness Task group identified a need for accessible wheelchair trails in the borough. As a result, the Gogmore Farm Park Wheelchair Tree Trail was launched on 6 October 2020 and a similar trail around Hythe Park will be launched in 2021.
- 2.3.3 The relaxation of controls post lockdown in Summer 2020 has resulted in more free tea/coffee vouchers being used for the community tea pilot in the Revive Coffee Shop than when the scheme was first piloted in 2019. The take up is partly due to the centralisation of Runnymede Foodbank distribution and the large number of people self-isolating due to the pandemic.
- 2.3.4 Inevitably, a few projects have been delayed as a result of the pandemic. For example, the carers pilot being led by Dr Catherine Millington-Sanders at Stepgates Surgery and support for parents to prevent children and young people being exploited.

## 2.4 Egham Hythe

- 2.4.1 The Hythe Community Task Group is chaired by Reverend Rosie Hoad. The group has considered how to attract shops, other than more takeaways, to the area. A report from the Royal Society for Public Health in October 2019 stated that:

"routes to schools should be free of junk food outlets and adverts, and app-based food delivery services to school gates should be banned. Walking and cycle routes need to be radically upgraded."

County Councillor Yvonna Lay has made representations to the Planning Committee on behalf of residents regarding the additional takeaways as obesity is an issue for children in Runnymede. Members of the task group will work with her on producing a supplementary planning document to restrict the number of takeaways in Egham Hythe.

- 2.4.2 Measures are being taken to make Egham Hythe more dementia friendly with regular articles in the Egham Hythe Matters magazine and implementation of the Runnymede Dementia Action Alliance action plan. COVID 19 has delayed initiatives in the community this year.
- 2.4.3 The Runnymede Family Centre is located in Egham Hythe and is now working with children aged up to 11 years old and high need families across Runnymede on a referral basis only. The Family Centre Manager is also working with Surrey County Council, Homestart Runnymede and Health Visitors to provide support for parents suffering from low mood and isolation.
- 2.4.4 The Community First funding has provided £2,000 for mentoring at Magna Carta School. There are 125 male students who need mentoring who are dealing with complex situations at home and are struggling at school.

- 2.4.5 There has never been a youth centre in Egham Hythe. Feedback indicates that young people want to attend activities in their local area. Funding was obtained for two containers to be used in Pooley Green for young people but residents have said that they would prefer different provision, not on the green. Councillors Robert King and Arran Neathey have been building up funding by not using their expenses. Councillor Robert King had obtained sponsorship for marathons but this has been delayed due to COVID 19. The new proposal is to provide at least one youth session a week in The Hythe Centre. Councillor Robert King has met with the Chief Executive of Surrey Clubs for Young People and will be consulting young people at Magna Carta School to find out what activities are needed.
- 2.4.6 The task group members have also been working with the Deputy Chairman of the local Neighbourhood Watch to promote this initiative and increase the number of neighbourhood watches in the area. In addition, the Crime Prevention Officer has been visiting community groups offering advice on particular issues such as break ins via patio doors.
- 2.4.7 The Chairman of the Friends of the Hythe joined the Hythe Community Task Group. The Friends of the Hythe have been reclaiming and clearing land that the Department for the Environment have not maintained for some years. Trees have been planted and seating provided for residents. Runnymede Borough Council provided Community First Funding for an information noticeboard. The Hythe Community Primary School built a bug hotel. This former waste ground has now become a very welcoming space in which to sit and relax, particularly during the lockdowns.
- 2.4.8 The Friends of the Hythe are now working with the Teaboat Project volunteers, who are clearing and developing the tow path area up river from Staines Bridge. The two sets of volunteers are sharing tools and equipment, and developing ideas to connect both schemes. A metal storage shed for both schemes, has been funded by the Runnymede Borough Council Community First Funding.
- 2.4.9 The Egham Hythe History Group's Memories book was delayed from being published in Easter 2020 due to the reduction in the Community First budget to take into account unexpected council expenditure on COVID 19. Despite the pandemic, and with stringent health and safety and COVID 19 precautions in place, the Egham Hythe History Group took part in the national Open Heritage scheme for the first time by leading a walk around The Glanty and along the River Thames. The pull up exhibition displays produced by the Egham Hythe History Group and Egham Museum have been used in history lessons at Magna Carta School.
- 2.5 Englefield Green West
- 2.5.1 The former Royal British Legion Englefield Green Branch handed their building on Runnymede Borough Council owned land to the Council for community use. At its meeting in March 2016, the Corporate Management Committee approved a 10 year lease in favour of the River Church. The length of the lease enables the River Church to access charitable funding. Owing to limited resources, the Forest Estate Community Hub building lease has yet to be signed. However, it is anticipated the lease will be signed shortly.
- 2.5.2 The Community First Fund has contributed £2,500 towards the cost of the Hub Manager's post, and a further £2,500 will be paid once the lease for the hub building is signed with the River Church. There is no maintenance budget for the Council owned building.
- 2.5.3 A Youth Box (non-contact) pilot was run from January 2019 to the Summer term



with 10 regular attendees with an age range of 10 – 16 year olds. One young person is now representing Surrey in this non-contact sport. Young people who attended were also given help and support with family and school issues. There are no plans to run any more Youth Box sessions.

2.5.4 The Hub Manager has built up a team of people for a once a week café on a Thursday morning with an area for laptops for people looking for work and a toy table for parents and young children. A café session for residents aged over 55 years will be introduced. Carers can attend these café sessions with their loved ones, including residents with dementia. The current programme for the community is as follows:

- The Zone Kids Club for children up to 13 years old – with 40 children signed up to attend
- Dance Club 13 children attending each week with 16 children signed up to the dance club
- Inter-generational Community Café approximately 25 children/adults each session
- Inter-generational Gardening Club approximately 25 children/adults each session – this club now runs twice a week
- Community Days over 130 children/adults
- Community Lunches 60 each month
- Bee Keeping Intergenerational Club – with 40 members signed up to attend

2.5.5 Royal Holloway runs key activities such as the Dance Club, and volunteer for community days, inter-generational sessions and now Youth Club.

2.5.6 During COVID 19 the Hub Manager has uploaded videos every day on activities to do and also on the Forest Estate Community Hub Facebook page. The Schroeder Trust kindly gave the hub £1,000 for COVID relief, helping families in crisis, needing to replace school uniform for example. It is believed that in the region of 25% of working age adults on the estate are now unemployed as a result of COVID 19. The lack of social interaction and isolation has been acute for older residents on the estate. Some older residents have refused telephone befriending as they do not want to talk to a stranger. The loss in funding due to the lack of hall hire up to the end of November 2020 was £13,000.

2.5.7 The Hub Manager has arranged training on interview techniques for tenants in liaison with the Council's Tenancy Management Officer, to take advantage of the Savill Court Hotel's recruitment drive.

2.5.8 The Hub Manager commissioned a residents survey, which was led by Royal Holloway students. The results of which are set out below:

- 103 residents responded to the online survey
- 67% of respondents had heard of the Forest Estate Community Hub
- 21% of respondents are using the hub
- the majority of residents heard about the hub through friends and family
- over 40% of respondents would use the hub for venue hire
- a further 40% of respondents would like to attend skills and training activities
- other respondents wanted to use the hub for children/youth activities, community gardening, community cooking, attend the café and use the study space.

2.5.9 The hub could attract more residents by providing skills/training courses and a wider range of children and young people's activities. To target residents who do

not currently use the hub there could be a social media campaign. In addition, the local paper and word of mouth would also promote the hub.

- 2.5.10 The Union Jack flag was raised for Remembrance Day, and the children and young people produced a beautiful display of poppies for the windows. Christmas hampers will be distributed by the Runnymede Foodbank from the hub.

## 2.6 Runnymede Health and Wellbeing Task Group

- 2.6.1 The Chairman of the Runnymede Health and Wellbeing Task Group is Councillor Sylvia Whyte, and the Vice Chairman is Jo Gravier, Commissioning Manager of North West Surrey Integrated Care Pathway Partnerships, NWS CCG.

- 2.6.2 A working group was set up to develop the Runnymede Health and Wellbeing Strategy 2020 – 2023. The vision statement for the new strategy is as follows:

*“Since 2004, the ethos at Runnymede Borough Council has been to promote Independence for as long as possible, improve access to health and social care services, identify unmet need, and work with partners to develop new services to meet unmet or emerging needs.*

*To promote health and wellbeing via public information campaigns concerning carers, homeless people, people with dementia, older people, people with disabilities, cognitive impairment, families and young people and advertise the launch of new sports facilities, exercise and play initiatives such as the summer play scheme.”*

- 2.6.3 The strategy has been developed during the global pandemic and has captured the effect of COVID 19 on residents’ health and wellbeing. A new section on COVID 19 has been added and proposed actions to help mitigate the effects and new needs developed.

- 2.6.4 In due course, the draft strategy will be considered by the Council’s Health and Wellbeing Member Working Party before being presented to this Committee for approval. The draft priorities are attached at Appendix ‘D’.

- 2.6.5 The Runnymede Health and Wellbeing Task Group has promoted the new Mindsight Children and Young People’s counselling service provided by the Children and Adolescent Mental Health Service. The service also supports children and young people affected by domestic violence, with a higher level of service for really acute cases.

- 2.6.6 A draft leaflet about hazards in the home has been produced in response to the private sector condition survey commissioned by Runnymede Borough Council. The draft leaflet is with the Council’s Communications team and will then be distributed to the targeted areas of Runnymede, as identified by the report.

- 2.6.7 A Furniture Removal Pilot Scheme was negotiated with Woking Furnistore to help a few low income families who were vacating private rented accommodation who could not afford the cost of a removal service, who then approached charities for replacement furniture and white goods. The pilot consists of funding for five moves at a total cost of £500. To date the pilot has funded 3 household moves but stopped due to COVID 19 and lockdown. Consequently, the pilot has been extended into 2021.

- 2.6.8 The task group is monitoring access to sexual health services for young people due to the loss of the universal Youth Service across Runnymede. Youth Workers used to provide information and signposting for young people. As a result of COVID 19

the task group is working in partnership with Surrey County Council Public Health services to promote sexual health information and signposting to services.

### 3. **Policy framework implications**

3.1 The Corporate Business Plan 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 the above priorities.

### 4. **Resource implications**

4.1 The sum of £35,000 has been allocated in the General Fund and the sum of £30,000 from the HRA for the Community First budget 2021/22.

### 5. **Legal implications**

5.1 There are no legal implications.

### 6. **Equality implications**





6.1 The work in the targeted areas complies with the Council's Equalities policy and assists marginalised groups.





**(For information)**

### **Background papers**



None.






## Action Plan for Addlestone Bourneside/Addlestone North




TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<p>Red = failing to meet target</p> <p>Amber = at risk need intervention/remedial work</p> <p>Green = progressing</p> <p>Black = complete</p>
Reduce the number of adults on out of work benefits in Addlestone Bourneside from 330 to 297 (10%) by March 2021	<b>Suzanne/Louise Fox (King's Centre)/ Debbi Keeley (Runnymede Family Centre)</b>	<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>	DWP would like the Job Club to run for two days a week. The Tuesday session is being extended in length for informal training.	
Reduce the number of adults on out of work benefits in Addlestone North from 380 to 340 (10%) by March 2021	<b>Suzanne/Louise Fox (King's Centre)/ Debbi Keeley (Runnymede Family Centre)</b>	<p>Provision of childcare during the course time</p> <p>Maintain Runnymede Foodbank and Referrals to debt and employment assistance.</p>	An extra session on a Friday afternoon has been added to respond to the increasing demand.	
Support volunteer readers at Sayes Court School	<b>Suzanne/Alison Morey</b>	Promote volunteers to support children learning to read at Sayes Court School	Delayed due to COVID 19.	
Work with Leisure Services on a feasibility for a skateboard/bike scheme at Sayes Court	<b>Jo Harper/ Suzanne</b>	Jo Harper to carry out a feasibility study and costing.	Awaiting for Jo Harper to have some time.	

Raise awareness on dementia and help develop dementia friendly communities with the Alzheimer's Society	<b>Suzanne</b>	Implementation of the Runnymede Dementia Action Alliance and supporting Dementia Action Week annually.	Making Addlestone a Dementia Friendly Town eg advertise dementia and carer friendly sessions at the Light Cinema on a Tuesday.	
Preventing tooth decay and tackling young mum's giving sugary drinks to their children and drinking high energy drinks.	<b>Isobel Beiber Family Centre Outreach Worker/Suzanne</b>	Press release on tooth decay in children produced.	Continue the campaign around high energy drinks and tooth decay in schools. Join the national campaign in May 2021.	
Assist in developing services to meet unmet needs as a result of COVID 19	<b>All</b>	Priority areas identified by the new Runnymede Health and Wellbeing Task Group and at the meetings of this task group.	Implement a Post Covid 19 plan.	
Support the Holme Farm Hub Proposal in relation to meeting the needs on Strawberry Fields	<b>Ronnie/Christine Kendall/Suzanne</b>	Supporting an application for Community First Funding.	Awaiting application form.	

## Action Plan for Chertsey St Ann's/Chertsey Meads





TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<p><b>Red = failing to meet target</b>  <b>Amber = at risk need intervention/remedial work</b>  <b>Green = progressing</b>  <b>Black = complete</b></p>
<p>1 Work in partnership to raise young people's aspirations and provide positive activities for young people</p> <p>2. Reduce teenage pregnancy and abortion by 20 per year by March 2021/22 (2011 under 18 year old conceptions 43 and 24 abortions)</p>	<p><b>Cllr Dolsie Clarke/Chris Hunt and Sub-group of partners with Surrey Youth Clubs</b></p> <p><b>Suzanne/Lisa Andrews (Public Health)</b></p>	<p>Provide youth activities at the former Gogmore Park building and the Holiday Summer Club.</p> <p>Advertise the free 3 hour youth leadership training provided by Surrey Clubs for Young People</p> <p>Early intervention 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>The Bourne Café as part of the Gogmore Farm Park youth and community centre was officially opened by the Mayor on the 5<sup>th</sup> October 2020.</p> <p>Blanche Heriot Unit closed September 2017. Sexual health outreach planned at Addlestone Youth Centre. Not being provided at present.</p> <p>It is not known if lockdown has had an effect on the teenage pregnancy rates in Runnymede. SS has contacted Public Health for information to run an awareness campaign.</p>	<p style="text-align: center;"></p> <p style="text-align: center;"></p>







<p>3. Activities for Men in their seventies and eighties and other unmet needs identified by the social prescribers.</p>	<p><b>Claire McMillan/Suzanne/Alex</b></p>	<p>Improve access to activities for men in their seventies/eighties and other groups identified by the Social Prescribing Link Worker</p>	<p>A walking Group is being set up in Addlestone for men in their seventies and eighties a walking group could be set up in Chertsey if there is the demand.</p>	
<p>4. Mentoring for children in primary school</p>	<p><b>Suzanne</b></p>	<p>Assess the need for mentoring for primary school children</p>	<p>No contact from Annie Burnham to date.</p>	
<p>5. Support for siblings of young people involved in crime</p>	<p><b>Suzanne/Angeline</b></p>	<p>Browns CIC who have a sound track record for delivering specialist training are willing to provide parents and professionals with the skills funded by the Community First funding</p>	<p>Angeline Gore is making contact with the Head at Darley Dene School prior to Browns CIC making an application for funding.</p>	
<p>6. Provide parental support for parents who are difficult to engage</p>	<p><b>Suzanne/Debbi/Chantal</b></p>	<p>Work with the Head of Darley Dene on ideas.</p>	<p>Discuss at next meeting</p>	
<p>7. Reduce the number of adults on out of work benefits in Chertsey St Ann's by 10% by March 2020/21 and in Chertsey Meads by 10% by March 2021/22. Provide families with school age children, young and older people with access to laptops. Increase the number of computers/laptops in the two wards and</p>	<p><b>Suzanne/Nathan</b></p>	<p>The unemployment rate in Runnymede last quarter doubled due to the Pandemic. Work with the Runnymede Foodbank to refer adults to the Runnymede Job Club. Provide a pool of laptops/lpads using Procter &amp; Gamble, Samsung and Chertsey Combined Charities as possible sources of</p>	<p>Six laptops provided for the Revive Coffee Shop. Revive Coffee Shop laptop sessions planned for 2021.</p> <p>Awaiting laptops for Gogmore Park Youth and Community Hub</p>	




<p>promote additional computer courses accessible to all by 25%.</p> <p>8. 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>9. Support Dr Catherine Millington-Sanders Carers Pilot in Chertsey St Ann's and Chertsey Meads</p> <p>10. Combating Loneliness Strategy</p>	<p><b>Suzanne/A2 Dominion</b></p> <p><b>Suzanne/Dr Catherine Millington-Sanders</b></p> <p><b>Suzanne/All Members of the Task Group</b></p>	<p>funding. Provide laptops at the former 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>Community First Funding contribution to the pilot project provided from the 2019/20 budget</p> <p>Combating Loneliness Task Group set up in response to the national government strategy. Leaflet produced, two new community groups set up, drop in initiative at the Revive Coffee Shop piloted. One wheelchair walk launched on 5 October 2020 for the South of the Borough and another wheelchair walk launched on the International Day of the Disabled on 3 December 2020.</p>	<p>Engage with the new A2 Dominion officers</p> <p>Pilot delayed due to COVID 19. Awaiting start date</p> <p>Next meeting 10 December 2020.</p>	<p></p> <p></p> <p></p>
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## Action Plan for Egham Hythe/Egham Town/Pooley Green







TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<b>Red = failing to meet target</b> <b>Amber = at risk need intervention/remedial work</b> <b>Green = progressing</b> <b>Black = complete</b>
1. 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.	<b>Suzanne/All</b>	Provision of container. New proposal on youth activities being provided at the Hythe Centre as part of a community hub for the area, and a larger scale scheme of improvements.	A bid for SCC Community Project Funding will be made for the proposed hub and other improvements for the area.	
2. Encourage young people towards positive activities	<b>Chantal/Alex</b>	Summer Playscheme 2019	Successful scheme for 5-13 year olds this year.	
3. Supporting young people experiencing bereavement and domestic violence	<b>Suzanne</b>	CRUSE will be making a bid for Community First funding. SS to find out if the new counselling service via CAMHS is open to children subject to and/or witnessing domestic violence.	Community First Funding of £5,000 has now been provided.	
4. Mentoring and Sponsoring Primary School Children	<b>Kathryn Stearn/Suzanne</b>	Kathryn Stearn contacting the Headteacher at the Hythe Community School	Mentoring is being provided to 125 male pupils at Magna Carta School funded from the Community First Fund.	

5. Supporting siblings of young people involved in crime	<b>Suzanne</b>	Browns CIC providing a professionals training course funded from the Community First funding	Awaiting committee approval	
6. Tackle obesity by helping families/residents get fitter as part of establishing groups.	<b>Alex/Suzanne</b>	Obesity and exercise initiatives with Runnymede Borough Council	Be Your Best programme being promoted by the new Sports Development Officer	
7. Prevent the existing number of takeaways increasing.	<b>Steve Baynes/County Cllr Yvonna Lay</b>	Planning application turned down for a takeaway chicken shop	Work with County Cllr Yvonna Lay to provide a supplementary planning document to limit the number of takeaways in Egham Hythe.	
8. Dementia Friendly Community being piloted	<b>Suzanne</b>	Raising awareness on dementia and promoting volunteering opportunities	Regular articles in the Egham Hythe Newsletter and implementation of the Runnymede Dementia Action Alliance action plan	
9. Set up parent support groups to tackle attachment disorder and parents who lack time and ability to interact and play with their children.	<b>Debbi Keeley/Sarah Beasley</b>	address parents' mental health issues and provide a session for parents only and a session for parents and children	Parent groups being set up with Homestart Runnymede and Woking	
10. Reduce teenage pregnancy and abortion by 20 per year by December 2021 (2011 under 18 year old conceptions 43 and 24 abortions)	<b>Suzanne</b>	Early motivation to delay pregnancy by addressing mother's expectations for their daughters	Youth Services data showed Runnymede having highest rate for teenage pregnancy. But in November 2019 Public Health published profiles showing Runnymede as the	

<p>11. Combat isolation of new mums/parents with new borns and encourage peer groups to be set up.</p>	<p><b>Suzanne/Debbi Keeley/All</b></p>	<p>Encourage community, voluntary and faith hall providers to set up parent coffee mornings.</p>	<p>second highest rate in Surrey.  Update next meeting</p>	
<p>12. Work in partnership with local community groups such as Friends of the Hythe, Friends of Hythe Park and the Egham History Group to generate a sense of community.</p>	<p><b>Suzanne/Nigel Rowe</b></p>	<p>Promote volunteering opportunities and events</p>	<p>Provide an update at the next meeting.</p>	
<p>13. Encourage more Neighbourhood Watches in Runnymede.</p>	<p><b>Suzanne/Deputy Chairman of Neighbourhood Watch</b></p>	<p>Leaflets given out at local events and meetings.</p>	<p>Consider a Runnymede wide campaign to join the digital offer from Neighbourhood Watch.</p>	

## Action Plan for the Forest Estate Community Hub and Multi-Agency Steering Group

TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<p><b>Red = failing to meet target</b>  <b>Amber = at risk need intervention/remedial work</b>  <b>Green = progressing</b>  <b>Black = action complete</b></p>
Reduce the number of adults on out of work benefits on the Forest Estate from 125 to 112 (10%) by March 2021	<b>Denise/The Journey River Church/Suzanne</b>	<p>Refurbishing the rear of the hub will enable more courses to run and provide a flexible space to meet the needs of young people and adult residents.</p> <p>Functional maths, computer courses provided by Strode's to be arranged when the rear of the hub is refurbished for young people and adults.</p>	<p>Noticeboard to be provided for the young people taking part in Youth Club, so they feel it is their space.</p> <p>Funding to be identified to refurbish the rear of the hub</p>	  
Provide activities for older young people as a result of the withdrawal of Youth Services from Englefield Green.	<b>Denise</b>  <b>Alison Watts/Denise</b>	<p>Additional activities will be offered to 12 to 14 year olds.</p> <p>Working with the Village Centre to see if young people and adult residents from the Forest Estate will attend International Kitchen sessions at the Village Centre.</p>	<p>Launching January 2021.</p> <p>Alison/Denise to update at the next task group meeting.</p>	  

<p>Teaching cooking and budgeting skills for families and older people</p> <p>Long-term sustainability of the Forest Estate Community Hub.</p> <p>Implement the recommendations of the resident survey.</p> <p>Prevent teenage pregnancy and abortion by 20 per year by March 2019 (2011 under 18 year old conceptions 43 and 24 abortions)</p>	<p><b>Denise</b></p>	<p>Quarterly Walk for young people to Windsor Great Park to see the Ranger. Start Spring 2021.</p>	<p>Denise to update at the next task group meeting.</p>	
	<p><b>Chantal/Denise</b></p>	<p>Projects such as wood work to be explored with young people and older adults eg making bird boxes/bird tables/simple shelf bookcase</p>	<p>Chantal/Denise to update at the next task group meeting.</p>	
	<p><b>Denise</b></p>	<p>Denise to contact Helen Bunclark about the Eat Well and Spend Less cooking sessions</p>	<p>Denise to update the next task group meeting.</p>	
	<p><b>Denise</b></p>	<p>Funding strategy being produced by the Journey Church. The E newsletter and donate button is great and the Friends of the Forest Estate Community Hub.</p>	<p>COVID 19 has resulted in a £13,000 deficit.</p>	
	<p><b>Denise</b></p>	<p>Arrange more training sessions for residents and advertise via social media. Put on a wider range of children and young people's activities.</p>	<p>Update at next meeting.</p>	
	<p><b>Suzanne/Public Health</b></p>	<p>Awareness campaign on contraception and advice to be Runnymede wide</p>	<p>Update at next meeting</p>	

## **Surrey Wide Priorities Identified from the Surrey County Council COVID 19 Community Impact Assessment**

### *Priority One - Helping people in Surrey to lead a healthy life*

- Access to substance misuse and mental health services for those with serious mental illness
- A whole system approach to eliminate rough sleeping
- Specialist housing to enable independent living
- Early intervention approaches to support young people
- Support to enable people to recover effectively from domestic abuse
- Rehabilitation programmes, including for couples affected by situational violence
- Support for carers

### *Priority Two – Supporting the mental health and emotional wellbeing of people in Surrey*

- Preventative mental health in-reach offers with schools
- Preventative mental health support access for Older People
- Wellbeing at work
- Domestic abuse support offers for mothers throughout and after their pregnancy
- Social isolation

### *Priority Three - Supporting people to fulfil their potential*

- Infrastructure to best support children missing education due to social, emotional and mental health needs
- Mentoring schemes offered to children and young people across Surrey
- Supporting adults to succeed professionally and/or through volunteering

Further specific opportunities have been identified:

9. With partners, continue work to review the provision of mental health services for young people and vulnerable groups, particularly in relation to social isolation. Ensure plans are in place to tackle any predicted increase in demand by enabling access to the right help and resources.

10. Safeguard and improve access to green spaces to encourage residents to utilise the county's natural assets. Consider ways to increase physical activity and improve mental health and emotional wellbeing.

11. With partners, deliver effective and local public health information to enable people to make decisions about their physical and mental wellbeing.

12. Take further preventative action to mitigate the impact of unintended consequences which the Rapid Needs Assessments have highlighted, particularly in preventing future harm to children and adults experiencing domestic abuse. Facilitate wider support through use of online outreach tools.

13. Gain deeper insight from those people who experienced marginalisation, exclusion and felt stigmatised and further promote anti-discrimination and cultural awareness. This can be achieved through Equality, Diversity and Inclusion programmes which are a key priority for council and healthcare partners who are addressing health inequalities as part of Implementing phase 3 of the NHS response to the Covid-19 pandemic.

14. Embed equality impact assessments and meaningful engagements with vulnerable communities into working practices to ensure new policies and interventions are culturally appropriate, mitigate the risk of unintended harm and improve access, experiences and outcomes for vulnerable people. For example, outcomes for dementia patients, impact on mental health, poor access to services for people with chronic

conditions, impact on individuals with special education needs and disabilities (SEND) and impact on victims of domestic abuse.

15. Strengthen the partnership working that has emerged from Wave 1 of the pandemic, particularly the role of third-party reporting and community involvement, for example in the management of chronic conditions and domestic abuse reporting. Cement the improved collaboration and formation of networks.

16. Tackle health inequalities that Covid-19 has amplified in Surrey through joint efforts to support communities who have been disproportionately impacted through targeted health protection, prevention and health promotion.

17. Work with wider partners across health and care to proactively develop targeted interventions and place-based health and wellbeing improvements for vulnerable groups, for example around homelessness, domestic abuse, residential care, shielding and people with chronic conditions and disability. As part of these interventions it is crucial to ensure that communication and engagement is effective, adapted and culturally appropriate.

18. Work with partners to provide co-ordinated and sustainable support for the local agencies and organisations working with vulnerable communities. For example, the emerging government plans to offer key relatives rapid Covid-19 testing so that they can resume seeing their loved ones in care homes.

19. Embed local models that enable flexible nuanced care for vulnerable people. Across the spectrum of RNAs, cross-cutting themes emerged which emphasised the support and resource needed for mental health, carers and vulnerable groups.

20. There has been a significant impact of COVID-19 on health outcomes and healthcare provision. The CIA provides in-depth insight and intelligence to support health partners in delivering the 8 urgent actions to address health inequalities outlined in the Phase 3 Implementation Guidance published by NHS England and Improvement (August 2020).

#### Economic and Finance Opportunities

21. Work with partners to support residents who have been impacted by employment challenges. For example, work with Job Centre Plus to review their offer and ensure it meets local needs (e.g. providing financial planning tips to those who are not used to living with less income).

22. Explore ways to promote information to residents on how to access advice, guidance, or training at a Further Education College to improve their skills and support a return to employment.

23. Consider ways to work with partners and local employers to help incentivise an increase in apprenticeship starts locally. For example, areas where the government has recently made new announcements or utilising the council's apprenticeship levy to transfer to local businesses.

24. Encourage local industry to emphasize hiring candidates from linked industries (e.g. cabin crew and customer service).

25. Improve support for families identified as struggling the most by helping to maximise take-up of government support schemes, for example Universal Credit and Job Seekers Allowance, access to food banks and financial counselling and providing incentives for childcare, school transportation and nursery fees.

26. Signpost information to government education technology initiatives (laptops and tablets for children).

27. Explore innovative approaches to signpost support and listening services for mental health and emotional wellbeing for 16 to 34 year olds, who are typically “hard to reach” (e.g. targeted social media/advertising, paid partnerships with local influencers to amplify key messaging).

28. Run communications campaigns that encourage residents to support local businesses and encourage businesses to purchase locally and use local supply chains.

29. For all the above, focus efforts in the areas that have been most impacted economically, for example areas in Spelthorne and Reigate & Banstead.

#### Social Cohesion and Community Opportunities

30. Explore new ways of working with communities to capitalise on informal community led networks. Seek to discover ways to support residents to participate in their community in a way that suits them.

31. Understand the causal factors that resulted in people feeling more or less connected to their community during the lockdown period and seek to develop tools that support community cohesion.

32. Use programmes such as the Your Fund Surrey to help increase the “will to share” by supporting community initiatives that respond to local needs and issues, particularly for the most vulnerable.

33. Consider how we ensure underrepresented residents feel that they belong within communities through increased focus on Equality, Diversity and Inclusion projects.

34. Seek to understand the blame culture that has emerged later in the pandemic and challenge exclusive behaviour and the blaming of 'others' through robust evidence and facts.







#### Environmental Opportunities







35. Continue the investment and focus on our Greener Futures Strategy to reduce carbon emissions in Surrey and promote sustainability.















36. Continue to develop countryside sites to increase accessibility, conserve and protect biodiversity, and work towards making it financially sustainable. 37. Act quickly to capitalise on increased appetite for walking and cycling through small-scale innovative pilots that promote active travel. 38. Support and encourage walking groups to help reduce isolation and reduce reliance on vehicle transport at local level, especially for older people. Access and Use of Services Opportunities
39. Continue to build on digital service offers such as virtual clinics, while ensuring that those who struggle with digital access are still able to access the support and services they need easily.
40. Through partnership forums such as the Surrey Office of Data Analytics use data to identify cohorts of residents and target specific support services, utilising linked datasets and predictive analytics.
41. Design clear partnership plans on how to best reach minority groups that have found accessing information difficult during the pandemic.

## DRAFT Action Plan for the Runnymede Health and Wellbeing Task Group 2020/21 – 2021/22

TARGET	PROJECT LEAD	ACTION	UPDATE	PERFORMANCE
				<p>Red = failing to meet target</p> <p>Amber = at risk need intervention/remedial work</p> <p>Green = progressing</p> <p>Black = complete</p>
<b>HEALTHY HOMES</b>				
1. Private Sector Leaflet	<b>Suzanne</b>	In response to the private sector condition survey to help tenants and landlords access housing improvement, address fuel poverty, prevent falls etc.	Leaflet drafted, Communications at Runnymede want a corporate format to the design of the leaflet. To be produced for Winter 2020.	
2. Raise awareness of the Handyman service and Disabled Facilities Grant	<b>Suzanne</b>	Promote the Private Sector Housing Section literature when fully staffed again	Review situation in Spring 2021	
<b>Healthy Communities</b>				
1.Support Infectious disease interventions eg promote the flu jab etc.	<b>Suzanne/All</b>	Embed lessons learnt from COVID 19 and identify any problems accessing services, including voluntary and faith services	Review at the next task group meeting	
2.Support the two existing community hubs at Gogmore Farm Park & the Forest Estate Hub.		Identify support needs for the hubs	Discuss at the next task group meeting	

<p>Assist with the development of the Egham Hythe Hub, Holme Farm, Ottershaw Hubs.</p> <p>3. Work with Year 6 children and other population groups (eg learning disability) to combat obesity</p> <p>4. Work with NWS CCG to promote Muskoskeletal services to veterans</p> <p>5. Continue to implement the Runnymede Dementia Action Alliance action plan</p> <p>6. Promote Mental health resilience in low income families, residents with type 2 diabetes &amp; ethnic communities</p> <p>7. Raise young people's self-esteem, confidence, aspirations and teach life skills and qualifications to reduce the Runnymede teenage pregnancy rate</p> <p>8. In partnership with statutory and voluntary agencies develop services for children 5-11</p>	<p><b>Alex/Suzanne</b></p>	<p>Identify barriers to fitness</p> <p>Promote Couch to 5k and the NHS weight loss plan</p>	<p>Work with Orbit, River Bourne, care homes, Adult Social Care and carers</p>	
	<p><b>Suzanne/Jo</b></p>	<p>Promote services to veterans in Runnymede</p>	<p>Agree with Jo a plan of action for 2021/2022</p>	
	<p><b>Suzanne/Dementia Action Alliance Members</b></p>	<p>Update the HWB Task Group on progress with the plan</p>	<p>Update at the next Task Group meeting</p>	
	<p><b>All</b></p>	<p>Identify key messages and skills/actions to support themselves. Plus organisation who can provide support. eg promote during World Mental Health Day</p>	<p>Plan action plan from 1 April 2021</p>	
	<p><b>Suzanne/All</b></p>	<p>Workshops/Drama/ Access to laptops</p> <p>Mother and daughter/Father and son projects etc</p>	<p>Ongoing</p>	
	<p><b>All</b></p>	<p>Hold a workshop session and identify the gaps in services and the appropriate response to support the children and parents.</p>	<p>Organise a workshop in April 2021</p>	

<p>ADHD/ASD/ Attachment Disorder parents with moderate mental health who do not qualify for support.</p> <p>Promote Community Services</p>	<p><b>All/Community Development</b></p>	<p>Include in leaflets and press releases</p>	<p>Ongoing</p>	<p> </p>
<p><b>Healthy Lives</b></p>				
<p>Identify care homes &amp; rural areas without defibrillators eg Longcross</p> <p>Work with the new Climate Change Officer to run a poster competition to reduce pollution from idling cars</p> <p>Promote cancer screening for people with learning disabilities, low income families, veterans by joining the NHS Cancer campaign</p> <p>Raise awareness on the importance of immunisation injections for children among ethnic groups</p> <p>Work with County Cllr Yvonna Lay on a supplementary planning document to restrict the number of</p>	<p><b>Cllr Sylvia Whyte/Jo/Suzanne</b></p> <p><b>All/Climate Change Officer</b></p> <p><b>All</b></p> <p><b>All</b></p> <p><b>County Cllr Yvonna Lay/All</b></p>	<p>Develop a rolling programme starting from 2021/2022 – 2023/2024</p> <p>Await recruitment of the Climate Change Officer</p> <p>Support the national and local NHS cancer campaigns</p> <p>Agree Key messages and organisations which can help</p> <p>Provide supporting information as needed</p>	<p>To discuss at the next Task Group meeting</p> <p>Review in April 2021</p> <p>Discuss how this can be done at the next Task Group meeting</p> <p>2021/2022 onwards</p> <p>Ongoing</p>	<p>    </p>

<p>takeaways in Egham Hythe</p> <p>Support the annual health promotion campaigns for tooth decay prevention, Stopober World Homeless Day, Alzheimer's Day, World Mental Health Day, Dementia Action Week Carers Week etc....</p>	<p><b>All</b></p>	<p>Promote with all partner agencies and the residents of Runnymede</p>	<p>Ongoing</p>	
<p><b>Supporting Health and Social Care</b></p>				
<p>1; COVID 19 actions eg work in partnership with vulnerable groups as a result of Covid to help with mental health problems including depression, anxiety and bereavement</p> <p>2. Unmet needs identified by the Social Prescribers including lack of social opportunities for men in their seventies and eighties. Plus lack of access to Iphones/ I pads</p> <p>3. Invite new partners to task group meetings</p> <p>Promote the Safe Haven at Woking,</p> <p>Surrey Mind Matters counselling for</p>	<p><b>Suzanne/All</b></p> <p><b>Suzanne/Alex/Partners</b></p> <p><b>Suzanne</b></p> <p><b>All</b></p>	<p>Identify what actions can be taken to support access to mental health services and self-help</p> <p>Start up a walking for health group for men</p> <p>Arrange workshops on ipads in the Salvation Army hall for residents on a one to one basis</p> <p>Invite Surrey Care Association, Sam Beare Hospice, Surrey Fire and Rescue, Ethnic Communities Representation</p>	<p>Ongoing</p> <p>Winter/Spring 2020/2021</p> <p>Winter/Spring 2020/2021</p> <p>After Covid 19 invite to the next task group meeting</p> <p>Ongoing</p>	   



## 6. SURREY YOUTH GAMES (COMMUNITY DEVELOPMENT, ALEX SINGER)

### Synopsis of report:

Due to the Coronavirus Pandemic, it is proposed that the Surrey Youth Games (SYG) is going to be made a smaller more localised event for 2021. This could be a good opportunity to target particular groups and areas, identify a range of different sports and activities as well as make improved sustainability links.

### Recommendation that:

option 2 for local delivery of the Surrey Youth Games in 2021, be approved.

### 1. Context of report

- 1.1 The Surrey Youth Games (SYG), is the largest annual youth sporting event held in Surrey and aims to encourage young people to get involved in new sports and have fun participating. Runnymede has in previous years provided 6-8 weeks of free training in 12 different sports for children aged 6-16.
- 1.2 In 2019, the last year the county wide event was held, 274 children participated in the training in Runnymede, with 160 children going to the Games weekend celebration at Surrey Sports Park, Guildford. In 2020, both the training and the Games had to be cancelled due to the Coronavirus Pandemic.

### 2. Report

- 2.1 Due to the ongoing uncertainty about the ability to hold large scale sports events during the current Coronavirus Pandemic, Active Surrey who organise the SYG provided Boroughs and Districts with three potential options for 2021.
- 2.2 Option 1 is that the 2021 Games and training be ran as normal, with Covid adaptations to make the training sessions safe for all involved. However, following Government guidelines and NGB's guidance on Return to Play, this would only allow a handful of sports to be played. It is also possible that the SYG weekend could not be held at Surrey Sports Park.
- 2.3 Option 2 is that Active Surrey works with the individual Boroughs and Districts to provide a more localised programme of activities; this would allow individual Councils to target provision within more deprived wards and on specific target groups.
- 2.4 Option 3 is not to stage the SYG at all. This would mean that the event would not have been held for two years which places the long term viability of SYG in jeopardy due to the reliance on sponsorship to part fund the event.
- 2.5 Over the last two months the Boroughs and Districts have held a number of meetings with Active Surrey and seven other Councils have agreed that their preference would be to progress option 2 with local delivery on a smaller, more targeted scale.
- 2.6 Officers have discussed with Active Surrey how this could be delivered in Runnymede. It is suggested that the event takes place during the summer holidays, which would allow for better weather, with many of the training sessions held outside. This would also allow us to make use of local accessible facilities such as

parks, skate parks and BMX tracks. Sports clubs and coaches would still need to be contacted to see how they would be able to support the Games in 2021.

- 2.7 Operating the event over the summer holidays and offering free sessions will also enable the Council to offer organised sessions for children who may not be able to afford or access other holiday activities. This will also link into the holiday play scheme, funded by Foxhills, which aims to provide positive activities for children and young people from disadvantaged families.
- 2.8 Active Surrey will support the organisation of the event through Officer time, monitoring the impact on participating individuals, and will also provide £5,000 of financial assistance to help make the activities sustainable.
- 2.9 Existing links with local sports clubs will be maintained to support their sustainability and provide pathways for individuals to continue participation.
- 2.10 There is also potential to run a life skills employability programme alongside the games for those who would be classified as Not in Education, Employment or Training (NEET). This would be a sports related course to encourage volunteering at the games and providing sustainable roots for further coaching opportunities in the future.

### 3. **Policy framework implications**

- 3.1 This year's games could be used to further health and wellbeing plans by being more targeted towards areas of deprivation and using local facilities such as parks and Egham Orbit.

### 4. **Resource implications**

- 4.1 The existing SYG budget would be utilised to deliver local activities with re-allocation of funding within the budget to cover all the costs of delivery where required.

### 5. **Legal implications**

- 5.1 There are no specific legal implications identified in this report.

### 6. **Equality implications**

- 6.1 The games would still be open to all and we would aim to include sports for people with disabilities.
- 6.2 The games help the Council fulfil its Public Sector Equality Duty, having positive effects, particularly for those with the protected characteristics of age (young people) and disability.

### **(To resolve)**

### **Background papers**

None stated.



## 7. COOPERS HILL RECREATIONAL TRUST RENT GRANT AID APPLICATION (COMMUNITY DEVELOPMENT, CHRIS HUNT)

### Synopsis of report:

To present a request for rent grant aid from Coopers Hill Recreational Trust which leases land on an 87-year lease, due to expire in 2067.

The current lease rent review has taken place but the increase in the costs needs to be considered as part of the Council's Rent Grant Aid Policy

### Recommendation that:

the rent grant aid contribution to Coopers Hill Recreational Trust is increased to £3,500 to cover the additional rent costs of the recent lease rent review.

### 1. Context of report

1.1 Under the new policy the information detailed below needs to be applied which determines whether rent grant aid should be provided and, if so at what level:

- The organisation should outline their core purpose and how this links into the Council's key priorities in particular supporting local people and enhancing the environment.
- The group must provide evidence that they are either a charity, not for profit or social enterprise. Any organisations running businesses for profit will not be considered for any rent grant aid.
- A copy of the constitution or governing document should be provided
- A full business plan detailing the financial sustainability of the organisation over the term of the lease should be produced
- A detailed breakdown of the type and level of facility use.
- Confirmation that any use will not have a detrimental impact on the grounds or property leased and the building will be returned back in a similar condition to that at the start of the lease.
- There must be demonstrated support from within the local community.
- Organisations should have a letter of support from their national governing body or equivalent (if applicable) stating that the organisation is affiliated and the impact the lease will have on the delivery of the organisations activities.
- Evidence must be provided to show that operational policy, procedures and safeguarding standards are met.

1.2 Commercial Services carry out valuations on all leases of Council facilities or land. The valuation is calculated at full market rental and in many instances is based on the rateable value. Where appropriate, the leases are on a full repairing basis, although there are exceptions to this. For example, listed buildings which community organisations may struggle to maintain at an appropriate level.

1.3 The Coopers Hill Recreational Trust (CHRT) is based in Englefield Green and has an 87-year lease with the Council which was due a rent review. The rental for the CHRT is currently £4,000 per annum with rent grant aid of £1,500 per annum (37.5% of the value). The re-valuation has resulted in a rent increase of £2,000 to £6,000 per annum.

- 1.4 The CHRT as leaseholder for the site has responsibility for all the facilities including land, buildings, equipment and other physical facilities as well as the organisation of recreational and other leisure-time activities. These must be made available to the public at large. The CHRT has an overriding principle that the activities to be undertaken will be to “further the social welfare of the community...by improving the condition of life of that community”.
- 1.5 The Trust meets its obligations largely through its support of two clubs which operate on the land; these are Manorcroft United Football Club and Cooper’s Hill Lawn Tennis Club. A third group, St Jude’s Players, recently stopped utilising the facilities.
2. **Report**
- 2.1 Following the revaluation of their lease, CHRT has requested that its rent grant aid contribution be re-assessed and details were provided as required under the current policy.
- 2.2 The application for rent grant aid was assessed and scored against the criteria in paragraph 1.2 of this report.
- 2.3 Through its operation, CHRT and its activities do contribute towards the Council’s key priorities, notably to:
- promote health and well-being of the population, reduce health inequalities and improve the quality of people’s lives.
  - continue to support the improvement of local leisure activities that are accessible to all
- 2.4 As mentioned above, CHRT has two main membership clubs who use the facilities; Manorcroft Football Club (MFC) and Coopers Hill Lawn Tennis Club (CHLTC), both of whom have a wide range of members catering for all age groups. In conjunction with the clubs, CHRT has re-invested funds into improving the facilities over the years to bring them up to a good standard.
- 2.5 CHRT is a registered charity (No 308035), and a copy of the constitution has been provided. CHRT’s income and property “shall be applied solely towards the objects of the [CHRT] as set forth in its Memorandum of Association and “no portion thereof shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit, to the members of the [CHRT]”.
- 2.6 Under its Articles of Association, CHRT may not impose any rules likely to make it a trade union, religiously sectarian in nature or party political.
- 2.7 CHRT is expressly obligated to “accept grants, donations, gifts, loans, subscriptions and other assistance in furtherance of the objects of the [CHRT] and to conform to any proper condition upon which the same may be offered or made”. Hence CHRT is well equipped to continue to receive Rent Grant Aid.
- 2.8 CHRT has 47 years of its lease remaining with no plans to cover this whole period but they do manage the facilities and accounts conservatively to maintain solvency. CHRT maintains a cash balance of approximately £25k to provide for bills to be paid in unforeseen circumstances and for time to raise additional funding should there be a material shortfall in the existing funding of the Trust.
- 2.9 CHRT’s funding revenues come substantially as a contribution of part of the membership fees paid by the clubs who use the land and facilities at Cooper’s Hill Lane, alongside a recoup of the utilities costs paid for by the Trust but largely

incurred by the football club as the main user of the Pavilion club house facility. These costs are expected to remain broadly the same over the remaining term of the lease, with some anticipated growth reflected in increased memberships in line with investments CHRT is making alongside the clubs to improve the facilities.

- 2.10 CHRT has been successful, through the two clubs, in retaining membership even through the Covid crisis, which has made play impossible for certain periods of time. This has included mitigation acts taken this year such as altering the football membership from a pure “play as you go” to an annual membership scheme, with provision for staggered payments and other arrangements for the more economically disadvantaged members of the club. The tennis club already operated on this basis.
- 2.11 CHRT received a Covid-19 Business Rates Support grant from this Council to help them deal with the unprecedented nature of lockdowns and the periodic bans on all sport, even post social distancing measures being implemented and paid for by CHRT/the clubs.
- 2.12 CHRT will lose the revenue of £2,500 from St Jude’s Players who have now decided to stop using the facilities for storing equipment. This will have an impact on their income generation, but they are looking at alternative options for the space to replace the lost income.
- 2.13 MFC has 326 playing members and 21 teams. Matches are played on Saturday and Sunday as well as training/coaching Monday to Saturday on four grass pitches – 1 x Adult, 1 x Youth (9vs9), 2 x Mini (7vs7/5vs 5). The club has run summer camps and a summer tournament but clearly this did not happen in 2020. At this point it is uncertain whether these can be held in 2021.
- 2.14 CHLTC has 311 members. Its facilities consist of eight courts (six hard and two synthetic grass), a practice wall and a club house. Floodlights have been installed on Courts 1 and 2 which has allowed much greater play, especially during the darker winter months. The club is in the process of re-surfacing courts 5-8 to provide improved facilities. The courts are available throughout the week with social sessions run on Tuesday morning, Tuesday evening, Thursday morning and Saturday afternoons. Junior coaching takes place on a Saturday morning and there are two after school clubs during the week. Adult coaching is held on Sunday mornings (cardio tennis), with other adult coaching on a Friday. The club plays matches against other clubs, usually at weekends in the winter and in the evenings as well as weekends in the summer. Inevitably, the recent Covid restrictions have had an impact on the club in terms of the leagues and competitions that have been able to be run.
- 2.15 Both groups are making improvements to the land i.e. drainage and tennis courts, and the building such as upgrading the showers, changing rooms, doors and windows at the Pavilion used by the football club. CHRT has advised that it cannot see any detrimental impact to the grounds or the property from the activities undertaken by the clubs and the Council has been supporting them for the last 40 years.
- 2.16 CHRT submitted letters of support from Strode’s College and St Jude’s School for the activities provided on site. The MFC is affiliated to the Surrey Football Association and is a Charter Standard club which shows that they have the correct level of qualified volunteers, including robust safeguarding measures for all volunteers. The tennis club is not affiliated to the LTA but is to the Surrey Playing Fields Association, a charity who work to create high quality facilities in the county. The club is also a long-standing member of the Woking and District Tennis League which has 28 permanent member clubs. The Head coach is PTR (Professional

Tennis Registry) qualified and she is assisted on Saturday mornings by another coach who is an LTA Licensed Senior Performance Coach.

- 2.17 CHRT also provided details of several policies and procedures including safeguarding and whistleblowing for both clubs.
- 2.18 When assessed against the criteria, CHRT meets the requirements for continued provision of rent grant aid.

### 3. **Policy framework implications**

- 3.1 The application has been evaluated against the new rent grant aid policy and criteria.

### 4. **Resource implications**

- 4.1 The current rent of £4,000 per annum is partially offset by rent grant aid of £1,500 which equates to 37.5% of the total rent. The recent rent review proposes that the rent is increased to £6,000 per annum.
- 4.2 The current policy states that “any organisation with an existing lease, receiving rent grant aid and meeting the set criteria to be in no worse a position following any rent review.” As CHRT has met the criteria, the rent grant aid will need to be increased to £3,500 per annum to ensure they are in no worse a financial position.
- 4.3 Members are asked to note that there is no net effect to the Council from this action, as increased income shown in the Green Space budget will be offset by increased grant shown in the Grant Aid budget.

### 5. **Legal implications**

- 5.1 CHRT entered its current incarnation as a charitable trust in 1972 and in 1980 the original lease was surrendered and a new lease for an 87-year term entered into with the Council. In 2007, the Council exercised the discretion available under the lease agreement to permit CHRT to enter sub-leases with the clubs using the facilities at Cooper’s Hill. Under this arrangement, the Trust is responsible for the maintenance and management of the overall facility and the administration of the Trust itself, whilst it delegates the practical management and maintenance tasks to the clubs.
- 5.2 The Council preferred these arrangements to entering into individual leases with each of the clubs. It also enabled the Trustees of CHRT to focus on more charitable objects and continuous improvement of the site. So, it is the Trust as the legal entity which enters into contracts on behalf of the clubs. Hence rental, insurance, utility contracts, maintenance of the Pavilion Club House and so on are in the name of CHRT. In turn the clubs raise revenue in the form of subscriptions/fees from members which they remit in part to CHRT. These subscription revenues (and some cost recovery for utilities), are essentially the sole income of the Trust.

### 6. **Equality implications**

- 6.1 The allocation of rent grant aid is determined using a standardised scoring system.

**(To resolve)**

### **Background papers**

None stated.

**8. RUNNYMEDE PLEASURE GROUNDS DRAFT ESTIMATES 2021/2022 (FINANCIAL SERVICES, JILL STOCKDALE)**

**Synopsis of report:**

**To recommend the draft annual estimates Runnymede Pleasure Grounds for the next financial year.**

**Recommendation:**

**the proposed financial projection for 2021/2022, as set out in Appendix 'E', be approved**

**1. Context of report**

- 1.1 Members are asked to consider both the probable budget for 2020/2021 and the proposed budget for 2021/2022.
- 1.2 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.
- 1.3 The Council manages the Trust land using the same staff and resources as the Council's own parks and open spaces.

**2. Report**

Budget Setting

- 2.1 The budget is the expression in financial terms of the Trust's policies over the next year and is a statement of intention against which achievement can be compared. In preparing the budget for the Trust the same assumptions have been made as those used to prepare the Council's own budgets.
- 2.2 The 2020/2021 budget was agreed by this Committee in January 2020. The revised 2020/2021 and proposed 2021/2022 budget for the Trust is set out in Appendix 'E'.
- 2.3 In order to maximise the income received from car parking at the pleasure grounds, the Trustees previously agreed to install a new Automatic Number Plate Recognition (ANPR) system which would ensure that all users of the car park are charged appropriately for their stay. Due to Covid19 installation has been delayed, and it is now expected that the new system will commence shortly. It is anticipated that there will be a one-off cost of £45,000 to install the ANPR system and an annual charge thereafter of £14,000 which will cover the costs of licenses, administration and network connections. Ongoing costs should be covered by the additional income expected to be achieved via the ANPR system.
- 2.4 Whilst the Covid19 pandemic has caused delays to several projects and maintenance, the Trust has benefited from an increased number of visitors. This is in part due to the good weather during the summer, but could also be due to people being furloughed, having a staycation and generally not being able to go anywhere else due to lockdown restrictions. This has benefitted the Trust in terms of car

parking income which is anticipated to be £22,000 higher in the current year compared to the original estimate (and £44,000 higher than received in 2019/2020).

### Reserves

- 2.5 The Trust currently runs at a surplus as a result of the car parking and other income producing activities located on the land. All surpluses are held in reserves to cover for any unexpected expenditure requirements.
- 2.6 At its meeting in January 2011, the former Leisure and Environment Committee were informed that it was unlikely to be necessary to carry a reserve in excess of £20,000, but there was some flexibility provided the Council did not allow reserves to simply accrue, whilst legitimate needs of the charity are going unmet.
- 2.7 Following a major flooding incident in 2014, the Trustees agreed that £40,000 of the existing reserve be set aside in a restricted reserve in case of future flooding.
- 2.8 During November of 2017 it was agreed that Runnymede Magna Carta Legacy would pay £25,000 to Runnymede Pleasure Grounds to cover the cost of maintaining and insuring the statue of Queen Elizabeth II for a period of five years. £12,500 was received on 7 December 2017 and is included within the restricted funds. The remaining £12,500 is still outstanding. Discussions regarding the legal agreement associated with the loan of the statue to the Trust remain ongoing.
- 2.9 The Trust's unrestricted reserves, as at 31 March 2020, were £220,325. Of this, £45,000 will finance the purchase and installation of the ANPR system. Other projects to utilise the reserves are on hold pending the redevelopment of the site.

### Fees and Charges

- 2.10 The Trust generates most of its income from Car Parking. Car parking charges have been frozen since 2014/2015. It is proposed to freeze the charges again in 2021/2022. The current and proposed fees and charges are set out below:

<b>FEES AND CHARGES</b>					
<b>PARKS AND OPEN SPACES</b>					
			2020/21 £	2021/22 £	Yield £
<b><u>Car Parking at Runnymede Pleasure Grounds (Includes VAT)</u></b>					
<u>Per Hour</u>			1.50	1.50	93,000
Coaches			2.00	2.00	
<u>Per Day</u>					
Motor Cars			6.00	6.00	
<u>Per Season (Residents Only)</u>					
Monday to Friday Only, excl. Bank Holidays			50.00	50.00	

### 3. Legal Considerations

- 3.1 The Council must clearly differentiate between its role as a local authority and its role as charitable Trustee. In managing a charitable Trust, it must act in the best interests of the charity and must not allow its aspirations as a local authority to result in decisions which are not in the best interests of the charity.

**(To resolve)**

### **Background Papers**

None stated.

## RUNNYMEDE PLEASURE GROUND

Registered Charity Number 305021

### Financial projection for the financial years 2020/21 and 2021/22

2019/2020 Actual £	Notes	2020/2021 Estimate £	2020/2021 Probable £	2021/2022 Estimate £
<b><u>Incoming resources</u></b>				
93,382	Car parking	115,000	137,112	150,114
36,488	Rents and leases	35,598	34,273	35,796
121	Costs Recovered	0	0	0
2,326	Interest on Internal Investments	968	1,075	1,333
<u>132,317</u>	<b>Total income</b>	<u>151,566</u>	<u>172,460</u>	<u>187,243</u>
<b><u>Expenditure</u></b>				
10,000	Wages & Salaries	10,200	10,200	10,600
33,979	Premises related expenses	42,890	27,897	47,540
17,760	Grounds maintenance	11,862	22,182	12,000
909	Transport expenses	1,280	1,100	1,310
3,515	Fees	3,000	0	0
903	Insurance	922	922	941
0	Communication and Computing	14,000	7,000	14,000
1,619	Equipment	1,510	47,000	2,000
<u>68,685</u>		<u>85,664</u>	<u>116,301</u>	<u>88,391</u>
<b><u>Management and administrative recharges</u></b>				
28,200	Administrative recharges	34,600	34,600	28,900
<u>96,885</u>	<b>Total expenditure</b>	<u>120,264</u>	<u>150,901</u>	<u>117,291</u>
<u>35,432</u>	<b>Net movement in funds for the year</b>	<u>31,302</u>	<u>21,559</u>	<u>69,952</u>

### Balance Sheet projections

31 Mar 2020 Actual £		31 Mar 2021 Original £	31 Mar 2021 Probable £	31 Mar 2022 Estimate £
<b><u>Current Assets</u></b>				
272,825	Cash at Bank	272,605	294,384	364,336
<u>272,825</u>		<u>272,605</u>	<u>294,384</u>	<u>364,336</u>
<b><u>Funds of the Charity</u></b>				
220,325	Unrestricted	220,325	242,334	312,516
52,500	Restricted	52,280	52,050	51,820
<u>272,825</u>		<u>272,605</u>	<u>294,384</u>	<u>364,336</u>

### Notes

- 1 Several premises related works have been deferred to 2021 due to the coronavirus pandemic
- 2 The increased probable costs relate to the reinstatement of the Car park management recharge due to the delay in the implementation of the Automatic Number Plate Recognition (ANPR) car parking scheme.
- 3 Original budget was a provision for fees in relation to the redevelopment plans which have now been deferred.
- 4 The changes in these two budgets relate to the purchase, implementation and ongoing running costs of the ANPR system which is now, due to the coronavirus pandemic, due to go live in early 2021.
- 5 Restricted funds reduced by the all risks insurance of the Queen Elizabeth statute.

**9. 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 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**

a)	<u>Exempt Information</u>	<b>PARA</b>
10.	AVIATOR PARK SKATE PARK	3
11.	SERVICE DEVELOPMENT UPDATE AND FUNDING AWARD FROM THE INTEGRATED CARE PARTNERSHIP	3
b)	<u>Confidential Information</u> (No reports to be considered under this heading)	