

Runnymede Borough Council

ECONOMIC DEVELOPMENT COMMITTEE

Thursday, 11 March 2004, at 7.30 p.m.

in the Council Chamber

at the Civic Offices, Addlestone



Members of the Committee

Councillors J.R. Furey (Chairman), J.E. Haas (Vice-Chairman), A. Alderson, M.J. Brown, A.J. Davis, D.P. Easton, R.J. Ray, B.J. Relph, Ms. C.M. Simmons and K.J.T. Walmsley.

## A G E N D A

Notes:

- i) 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.
- ii) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr. G. Marson, Committee Section, Administration and Leisure Department, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425625). (Email: gary.marson@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620.
- iv) in the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

## LIST OF MATTERS FOR CONSIDERATION

### PART I

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b) Confidential Information

(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 15 January 2004.

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 hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

5. SERVICE PLAN 2003/04 - QUARTERLY PERFORMANCE (DTS)

(Ref: Minutes of Economic Development Committee, September 2003, page 639, para. 302)

1. **Purpose of Report**

1.1 **The purpose of this report is to update Members on progress with the Economic Development Service Plan for the third quarter of 2003/04 (April to December) and highlight new targets for 2004/05 which have arisen from the new Leader's Position Statement.**

2. Background Information

2.1 At its meeting in September 2003 this Committee approved its Service Plan in order to serve as a basis for the monitoring and review of the Committee's objectives.

3. Report

3.1 Members will be aware of the plethora of strategic and planning documents reported to Committee from time to time. Very often these documents interlink and overlap.

3.2 In order to provide a more coherent reporting and monitoring process, both at political and management levels, Officers have drawn the various objectives and targets together into a single document for each Committee. The format has been modified from the "Aims and Targets" approach, which Members will recall flowed from the Leader's Position Statement, to include more detail of timescales, potential barriers and additional resource requirements. The source of each target is, however, clearly identified so as to preserve the place of the original documentation.

3.3 The Service Plan attached at Appendix 'A' draws together objectives from the following sources:

- i) The Leader's Position Statement - this is the key political policy statement of the Council. The 2003/04 statement was adopted as Council policy in October 2003. (See also paragraph 3.6).
- ii) The Best Value Performance Plan - the Council is required to adopt a Best Value Performance Plan annually. The plan must contain its service objectives, various details of its compliance with its Best Value duties, and proposed action to meet performance targets. The current version of the plan was adopted in June 2003 and, amongst other material, draws on the Leader's Position Statement.

- iii) Best Value Continuous Improvement Plans - each service will have carried out one or more Best Value Reviews and proposals for service improvement will have been incorporated into Improvement Plans approved by Committee. These are included in the Service Plan, save for targets previously reported as complete.
  - iv) Best Value Performance Indicators - a range of Performance Indicators are prescribed by the Secretary of State for the measurement of local authority performance in various areas. The indicators prescribe what is measured; the target performance is set in some cases nationally and in other cases is left to local discretion.
  - v) Other plans and strategies - the above lists the major source material relevant for this Committee, but there may be a need to refer to other documents such as the Community Strategy, Asset Management Plan, the Local Plan (or the Local Development Framework), the Capital Strategy, etc. Where relevant these will be mentioned.
- 3.4 The document draws together the objectives and targets from all these sources. They are grouped in themes rather than by document for ease of assimilation.
- 3.5 Current performance is highlighted throughout the Service Plan and where corrective action is required it is noted accordingly.
- 3.6 Also attached, at Appendix 'A1', are two draft targets which have been drawn from the new Leader's Position Statement 2004/05. These will be embedded within the Service Plan so that performance can be monitored and reported during the next year.

**OFFICERS' RECOMMENDATION that -**

**the targets highlighted in Appendix 'A1', drawn from the new Leader's Position Statement, be included within the Service Plan for 2004/05.**

**(TO RESOLVE)**

Background Papers

Leader's Position Statement 2004/05

6. STATION ROAD, ADDLESTONE – ENVIRONMENTAL IMPROVEMENTS SCHEME (DTS)  
(Ref: Minutes of Economic Development Committee, September 2003, page 633, para. 294)

1. **Purpose of Report**

- 1.1 **The purpose of this report is to seek approval for the detailed design and construction of the proposed Station Road environmental improvements in Addlestone.**

2. **Background Information**

- 2.1 Various proposals for improving the town centre of Addlestone have been considered over the past 3 years, ranging from canopies along the shop frontages to a scheme that included a raised town square theme in Station Road.
- 2.2 A scheme consisting of a town square theme, loading bays and a traffic calming scheme for Garfield Road, Crockford Park Road and Corrie Road, was put out for public consultation in September 2002. A majority of the public that responded were in favour of the scheme by a margin of 2:1.
- 2.3 Following this Committee's approval of that scheme in September 2002, approval was sought from the Surrey County Council Local Committee in October 2002 to enable the outline scheme to be progressed to detailed design. The Local Committee approved the overall scheme but specified that the minimum carriageway width in Station Road should be 7.3m instead of the 6.75m proposed.

- 2.4 The minimum carriageway width requirement would have resulted in significant additional costs and the Action Addlestone Steering Group decided to look at alternative options for Station Road. The traffic calming part of the scheme was progressed to detailed design, receiving Surrey County Council Local Committee approval in October 2003, the construction being recently completed.
3. Report
- 3.1 The Action Addlestone Steering Group proposed an alternative scheme for Station Road mainly consisting of three pelican crossings on raised tables, four laybys to accommodate parking for 25 cars and the realignment of the kerb at the Tesco roundabout to improve pedestrian safety when crossing the Tesco entrance.
- 3.2 This Committee and the Surrey County Council Local Committee approved the outline design for the revised Station Road scheme in September 2003 and October 2003 respectively.
- 3.3 A substantial part of the detailed design has now been completed and the approval of this Committee is now sought for the design and construction of the scheme before seeking the Local Committee's approval at its meeting on 12 March 2004. The scheme layout is shown in Appendix 'B'. (Plans will also be displayed at the meeting).
4. Consultation
- 4.1 A survey was carried out in December 2002 to determine the extent and regularity of deliveries to the shops in Station Road, the results of which determined the location of the parking bays. A further survey involving interviews with shopkeepers was carried out in September 2003 and February 2004 to secure information regarding their existing delivery arrangements.
- 4.2 A public exhibition was held in the Addlestone Community Centre in September 2003 and leaflets illustrating the scheme were distributed to 1300 households and businesses in the Station Road area. Of the 437 returned, there was overall support in the ratio of 2:1 in favour of the scheme.
- 4.3 A further exhibition was held in the Station Road Tesco Store on 14 and 15 February 2004 and in the Civic Offices Reception on 16 and 17 February 2004.
5. Resource and Technical Implications
- 5.1 A budget of £30,000 was approved in April 2002 for consultant's fees to develop the proposals at that time. In order to meet the County Council Local Committee requests, £10,000 of this sum was spent in providing additional design work, traffic survey data and in carrying out the public consultation. At its meeting in January 2003 the Corporate Management Committee approved an additional capital estimate in the sum of £36,000 from the Action Addlestone Capital Programme provision for the scheme design work. Therefore, the existing approved budget for design is £66,000.
- 5.2 Approximately £17,000 of the approved budget has been spent and a further £36,000 has been committed to cover the design costs incurred to date. Therefore, the remaining balance from the approved budget is approximately £13,000.
- 5.3 Due to changes in the proposed scheme, the scope of the work in the original design brief has changed and Officers are currently negotiating with Surrey County Council on the fees that are due in addition to the lump sum that the County Council originally quoted for the work. In anticipation of these costs and the work required to complete the detailed design, a further capital estimate in the sum of £20,000 will be required.
- 5.4 The scheme consists of three main elements, namely; highway works, streetscape improvements and street lighting improvements.
- 5.5 Referring to Appendix 'B', the highway works consist of the new kerbs to form the narrower 6.75m wide carriageway, the four new laybys with spaces for 25 cars, the altered bus layby outside Woolworths to the bus operator's requirements, raised road tables, which will accommodate two new pelican crossings, the existing one near the Tesco roundabout and

an uncontrolled crossing point. The highway works also include the altered kerblin at the vehicle entrance to Tesco, which is intended to make it safer for pedestrians to cross at that point. The possibility of constructing a road table at this point is also being investigated in order to reduce traffic speeds, which would be a further safety feature for pedestrians crossing the entrance. The estimated cost of this element of the scheme is £420,000.

- 5.6 The streetscape improvements would consist of more attractive paved areas, improved street furniture and new trees. The estimated cost of this element of the scheme is £145,000.
- 5.7 The existing lamps and columns that form the street lighting are of a plain design, the light that they produce is not as bright as that of more modern lamps, they are less energy efficient and the columns are in a poor condition. The County Council has had to remove two columns recently as they were badly corroded.
- 5.8 As part of the Spittle forecourt improvements scheme in Station Road, which was completed in September 2002, new, more attractive, lamps and columns were installed that produce improved and more energy efficient illumination. Officers have negotiated an arrangement that would involve Surrey County Council contributing the cost of replacing the lighting with a plain style of lamp and column and the Borough Council contributing the cost of upgrading to provide lamps and columns similar to those at the Spittle forecourt. It was initially proposed to replace all the columns from the Station Road/High Street (Dukes Court) junction to the Spittle forecourt. The estimated cost of this would have been £80,000. However, it is now proposed that the lighting is replaced from the Dukes Court junction to the level crossing at a cost of approximately £110,000. The total estimated cost to Runnymede for the street lighting element of the scheme is thus £55,000.
- 5.9 The total estimated cost of the three elements of the scheme is £626,000. The total cost of design and construction is within the remaining capital programme provision for the Action Addlestone project of £659,100.
- 5.10 In view of the Council's overall expenditure reduction aims, the Action Addlestone Steering Group has indicated that efforts should be made to return some of the capital programme provision at the completion of the Action Addlestone scheme.

6. Legal Implications

- 6.1 As the majority of the land required for the improvements in Station Road is public highway there are no private land implications in carrying out the works required as part of the scheme.

7. Programme

- 7.1. Subject to the approval by this Committee and the Surrey County Council Local Committee, it is intended that scheme construction would be completed by the end of October 2004.

**OFFICERS' RECOMMENDATION that -**

- i) the detailed design and construction of the proposed Station Road improvements scheme be approved, subject to the agreement of the Surrey County Council Local Committee; and**
- ii) the Corporate Management Committee be asked to approve a Capital Estimate in the sum of £640,000 for construction and the design fees, from the remaining Action Addlestone Capital Programme provision.**

**(TO RESOLVE)**

Background Papers

None stated

7. MARKETS IN EGHAM (DAL)

1. Purpose of Report

1.1 **The purpose of this item is to report a request to hold a French Market in Egham on 14/15 May 2004, and to confirm the renewal of the Street Trading Licence for Egham Farmers' Market.**

2. Background Information

2.1 Egham High Street is a "licence street" for the purpose of the Street Trading legislation, the only one in the Borough. There are a very few "consent streets", to cater for burger vans and the like, as approved by this Committee. Most streets in the Borough are prohibited streets for street trading.

2.2 Street trading activities and town centre markets fall within the remit of this Committee.

3. Report - French Market

3.1 The Council has received a request from Marché de France to hold a French market in Egham on 14 and 15 May 2004.

3.2 The market comprises approximately 25 stalls of varying sizes, selling a variety of food stuffs and goods, all of the character of a French street market. A brochure is in the Members' Room.

3.3 Marché de France are one of a small number of French market operators in the UK. They will typically visit a specific location only once or twice in a year, unlike most other kinds of market.

3.4 The trading hours would be approximately 9 a.m. to 5 p.m. on Friday 14 and Saturday 15 May. The market would have to set up from 6.30 a.m. They would require electricity points and arrangements for the collection of rubbish.

3.5 No discussions over fee level have taken place but any fee demanded by the Authority is likely to diminish the organiser's budget for advertising and publicity.

4. Consultation

4.1 Officers have consulted the Egham Chamber of Commerce, the organiser of Egham Farmers' Market, the Egham Residents' Association, Egham Town Ward Councillors, Surrey County Council, and the Feoffees of Chertsey Market.

4.2 The Ward Members, Egham Chamber of Commerce, and Egham Residents' Association were strongly in favour of the event.

4.3 The Area Highways Office of Surrey County Council see no problem with the proposal in principle but this is subject to the formal statutory consultations and procedures. A Temporary Traffic Order will be required if the market proceeds.

4.4 No reply has yet been received from the Feoffees of Chertsey Market. The site lies within the area protected by the Chertsey Market Charter which, if still valid, would mean that the market cannot take place without the consent of the Feoffees.

4.5 The organiser of Egham Farmers' Market was prepared to raise no objection as long as the event took place on a different week to the Farmers' Market. The Farmers' Market in May is on the 22nd.

5. Issues for this Council

5.1 If the market proceeds, a Street Trading Licence will be required. The normal statutory consultations will have to be undertaken. The market organisers have a limited budget available for fees etc., but any significant fee would eat into their budget for organisation, publicity, and marketing. The Council would have to strike a balance with promotion of the town centre.

- 5.2 The Council would need to seek the co-operation of the Highway Authority in extending the period during which Egham High Street is closed to vehicular traffic on the market days.
- 5.3 It would also be necessary to come to an arrangement with Surrey County Council regarding the use of the electricity points located at the lamp columns. A similar arrangement exists for the Farmers' Market.
- 5.4 It would be necessary to come to an arrangement with the market organisers for the removal of rubbish.
- 5.5 The market organisers would have to satisfy the Council that the market could safely be accommodated in the High Street, leaving passage for emergency vehicles.
- 5.6 Any food vendors will have to comply with Environmental Health requirements.
6. Council Policy
- 6.1 Leaders Position Statement 2004/5, paragraph 9.3.1: "we propose to continue to improve the general environment of our three main town centres whilst encouraging and maintaining local and village economic vitality.....".
7. Resource Implications
- 7.1 The Council may demand a fee for the grant of a Street Trading Licence but it may be difficult in this instance to set it at a level which covers all costs.
- 7.2 Surrey County Council are likely to require payment of their costs in promoting and advertising the temporary Traffic Regulation Order, estimated to be in the region of £700, unless this Council's powers are appropriate under the Town Police Clauses Act 1847.
- 7.3 It is not known whether the Feoffees of Chertsey Market will demand a fee should they be minded to agree.
- 7.4 The Council has no dedicated staff for this kind of activity and some hours of staff time would be diverted from other activities should the proposal proceed.
8. Summary and Conclusion in Relation to French Market
- 8.1 The "consumer side" consultees believe that a French Market will be attractive and will assist in drawing people into Egham Town Centre. No overriding legal or technical problems have so far been identified. If the idea is acceptable, immediate action will be necessary to firm up the arrangements. Whilst some contribution towards the Council's costs may be sought, Members may take the view that the value of promoting the town centre should be a weightier consideration than setting a significant fee.
9. Renewal of Licence For Egham Farmers' Market
- 9.1 Egham Farmers' Market has continued to operate on the morning of the fourth Saturday of each month in Egham High Street. It is still generally regarded as an asset to the town. There have been some sicknesses and other absences amongst the regular stallholders over the year. The number of stalls was expected to increase again for the March market.
- 9.2 The Farmers' Market also provided produce stalls for Egham Royal Show.
- 9.3 No particular difficulties have been encountered other than some drivers leaving cars in the market area overnight, and others ignoring the street closure and driving down the High Street while the market is on.
- 9.4 The Director of Administration and Leisure has issued a further Street Trading Licence for 2004 to the Farmers' Market acting under the Scheme of Delegation and the Committee is asked to confirm this action.

**OFFICERS' RECOMMENDATION that -**

- i) the request to hold a French Market in Egham High Street on 14 and 15 May 2004 be approved in principle, and the Director of Administration and Leisure be authorised to issue a Street Trading Licence, subject to satisfactory arrangements being made in respect of the legal and practical issues outlined in the above report; and**
- ii) the action of the Director of Administration and Leisure in issuing a Street Trading Licence for 2004 to Egham Farmers' Market be confirmed.**

**(TO RESOLVE)**

Background Papers

Emails to and from Director of Administration and Leisure regarding Marché de France and letters to and from Director of Administration and Leisure and Executive Assistant consulting upon proposal

8. EGHAM ROYAL SHOW 2004 – USE OF MRS CADDEY'S FIELD (DAL)  
(Ref: Minutes of Economic Development Committee, March 2003, page 1141, para. 704)

1. Purpose of Report

- 1.1 **The purpose of this report is to inform Members of a request from the Egham and Thorpe Royal Agricultural and Horticultural Association for the use of Mrs Caddey's Field, Whitehall Lane, Egham for the Egham Royal Show on the August Bank Holiday weekend (28 and 29 August) 2004.**

2. Background Information

- 2.1 The Show organisers report that the Egham Royal Show has been held almost every year in the Borough since the late nineteenth century. The organisers advise that "the Show was traditionally held to enable the bringing together of the local community to demonstrate their prowess in farming and horticultural achievements and to entertain members of the public with competitions, exhibitions, demonstrations and displays". In recent years the Show has evolved to become "one of the major shows in the county".
- 2.2 In the past, the Show was mainly held on Egham Meads, on land owned partly by the National Trust and partly by the Council. In 1999, in an effort to reduce the costs of staging the event, the Show moved, with the Council's agreement, to Mrs Caddey's Field, in Whitehall Lane, Egham.

3. Report

- 3.1 The Show has now been held for five successive years on Mrs Caddey's Field. From the Council's point of view, no major problems have been encountered. The main difficulty with holding the Show on this site is its proximity to housing and also the fact that the site is occupied by a grazing tenant who needs to relocate his ponies for at least a fortnight to allow for the preparation of the ground, the setting up of the Show, the Show itself, and the clear up afterwards. In making the site available, the Council relies on the co-operation of this tenant to move his ponies elsewhere.
- 3.2 It has been a condition of each permission to use the ground that the organisers consult with local residents and representatives. Neither the Council nor the organisers have received feedback from local residents or representatives suggesting that there were problems with the organisation of last year's Show. The organisers have indicated that they intend to hold significant consultation with all appropriate parties and that this is scheduled for March/April when the broad aims of the 2004 Show can be explained, but before detailed plans are made. This will ensure that local residents' concerns can be heard and acted upon.
- 3.3 It is also a condition that the organisers consider alternative locations on which to hold the Show. The organisers report that despite the Borough having many acres of pastoral land within its boundaries, very little is available and suitable for such an event. The Show

requires an area of between 60,000 and 100,000 sqm, which is easily and readily accessible by all sectors of the community. There must also be sufficient local car parking facilities to satisfy the needs of those unable to arrive either on foot or by using public transport. Experience has shown that this needs to encompass an area of approximately 5 acres and be only a short distance away from the showground.

- 3.4 So far, no site has been found that presently offers all the advantages of Mrs Caddey's Field. The Field is of a sufficient size to accommodate most of the proposed attractions, is accessible to large articulated vehicles and has the availability of a water supply. There is also the availability of suitable nearby land, owned by Hanson, which can be used for the parking of approximately 1000 cars. It is also relatively close to Egham Railway Station and, in conjunction with the shuttle bus service organised with the railway operator, this means that many more visitors are able to attend the Show.
- 3.5 Unfortunately, it is possible that the Hanson land will not be available in the future as the owners are examining the possibility of gravel raising. The show organisers have already made enquiries about returning to the Egham Meads site used in previous years but have advised that initial enquiries suggest that "there is much negotiation and research to be done before this is a viable alternative". Certainly for 2004, Mrs Caddey's Field is the only possible site capable of staging the Show.
- 3.6 The organisers feel satisfied that their arrangements for the management of the Show itself, the condition of the field afterwards and for transport access, particularly for last year's Show, were acceptable although improvements could be made with regard to some aspects of traffic management both in Whitehall Lane and within the car parking area. The organisers will address such issues and will ensure that additional manpower and signage is supplied for the 2004 Show.

#### 4. Consideration of the Request for August 2004

- 4.1 The Association has not so far been able to identify any alternative site available at economic cost. However, this may become imperative if the gravel extraction proposals mentioned earlier are implemented.
- 4.2 The organisers report that the layout and format of the 2004 Show will be very similar to 2003 but with the likely addition of an animal display area and additional entertainment in the main arena.
- 4.3 Council Officers and emergency services have generally been satisfied with the way in which the Show has been conducted, the condition of the field afterwards and the access and diversion arrangements. Subject to the views of Members, it is therefore proposed that the Director of Administration and Leisure be authorised to grant the annual consent for the show to be held on Mrs Caddey's Field in future years, provided that the arrangements continue to prove to be satisfactory.

#### 5. Resource Implications

- 5.1 The field is normally let for grazing purposes. Use of the field for the Show therefore requires the co-operation of the Council's tenant as he is required to relocate his ponies for some considerable time to allow both the ground preparation and subsequent reinstatement work to be carried out.
- 5.2 For 2003, the Council's Officers were only involved in organising the relocation of the ponies and the grass cutting (the cost of which is recharged to the organisers). Officer time was therefore much reduced from previous years. Nevertheless, in view of the pressure on staff resources in the Leisure Services Section at the current time, Officers may not be in a position to undertake the usual ground preparation work this year.

#### **OFFICERS' RECOMMENDATION that -**

- i) the Egham and Thorpe Royal Agricultural and Horticultural Association be granted permission to hold the Egham Royal Show at Mrs Caddey's Field for the August Bank Holiday weekend of 2004;**

- ii) **subject to discussions with the Association with regard to arrangements for grass cutting, permission be on similar terms and conditions to the event held in 2003;**
- iii) **the organisers be requested to continue their efforts to locate an alternative site for the Show; and**
- iv) **the Director of Administration and Leisure be authorised to grant consent for the show to be held on Mrs Caddey's Field year by year in future years, subject to being satisfied as to arrangements each year in respect of the matters mentioned above and any others he sees fit.**

**(TO RESOLVE)**

Background Papers

Papers on DAL's file 81.12.125

9. ACTION ADDLESTONE INITIATIVE MEMBER STEERING GROUP – MINUTES

The minutes of the meeting of the Action Addlestone Initiative Member Steering Group held on 27 January 2004 are attached at Appendix 'C'.

**(FOR INFORMATION)**

Background Papers

None

10. EGHAM HYTHE PROJECT - PROGRESS REPORT (DAL)

(Ref. Minutes of Economic Development Committee, November 2003, page 1001, para. 472)

1. Purpose of Report

1.1 **The purpose of this report is to advise Members of the current position regarding developments at Egham Hythe and to seek approval to move the project forward.**

2. Background Information

2.1 Following earlier discussions at both Member and Officer level about the future of the ageing Hythe Social Centre and the surrounding land, an Officer project team was established in 1998 with the remit to review landholdings in Egham Hythe, to consider the reprovision of the Social Centre and the construction of a new Town Park, and to identify potential social housing opportunities and youth provision. The matter was referred to in the Leader's Position Statement for 1999/2000.

2.2 After extensive local consultation and planning, a scheme including a new public hall and park was approved. The original scheme costs were estimated at £2m and a budget of £1.5m was approved with the remainder to be funded from other development opportunities in the area. However, local residents were firmly opposed to additional development with the exception of the surgery, and housing development adjoining 97 Pooley Green Road. It was envisaged that the receipts from these two developments would be utilised in making up the budget shortfall.

2.3 In June 2002 the Committee agreed in principle to the development of a Doctors' surgery to the rear of the new Hythe Centre and to the disposal of land adjoining 97 Pooley Green Road for a small affordable housing scheme.

2.4 The new Hythe Centre, which was completed within budget, was opened in December 2002.

### 3. Report

#### 3.1 Health Centre

- 3.1.1 Following discussions with the North Surrey Primary Care Trust, the original proposals for the relocation for the Thorpe Road surgery have been expanded and the current proposal is to develop a health centre of approximately 10,000 sq. ft (1000m<sup>2</sup>).
- 3.1.2 The development is to be privately financed by Community Healthcare Investments Limited and it is hoped that the proposals will be sufficiently advanced for scheme drawings to be displayed at the meeting. Negotiations are currently under way between the funders and the Primary Care Trust regarding the content of the Health Centre, and subject to agreement it is envisaged that it will contain 2 surgeries, a dental practice, pharmacy and an area social services team. A separate report in Part II of this Agenda deals with the terms in respect of the proposed Health Centre.

#### 3.2 Town Park

- 3.2.1 A "Friends of Hythe Park" Group has now been established and a Committee was elected at a meeting on 11 February. The Constitution for this group is shown at Appendix 'D' together with a draft Heads of Terms for an Agreement between the Council and the Friends of Hythe Park.
- 3.2.2 The Friends are now moving forward and consulting with local youth groups and working with Officers to assist in a design for the proposed park. They will also pursue funding opportunities and, in particular, a grant application to AIR.
- 3.2.3 The local tree warden has already been successful in obtaining a grant of £1,000 for the purchase of trees which will initially be planted on the Pooley Green Allotment site, with the involvement of local schools, pending the final design of the park.
- 3.2.4 A further source of potential funding has been identified by the Parks Manager who has been in discussion with Woodland Environmental. This is a Company which specialises in self-funded green space regeneration. The Company provides a complete design and build service from design through feasibility, consultation, planning and construction which is all funded from inert soil recovery. They have completed substantial regeneration schemes for Ealing, Slough, Hillingdon and Kingston Councils amongst others. The scheme works by recycling unwanted inert soil from development sites and utilising this in the landscaping solutions for a green space regeneration. Funding arises from the substantial payments made to Woodland Environmental by the developers to remove the inert soil.
- 3.2.5 Whilst Woodland Environmental are keen to work with the Council on this scheme and have already carried out some basic ecological and underground services surveys at their own risk, this project is somewhat smaller than most of their schemes and it is therefore unlikely that it can be 100% self funding. There is, nevertheless, the potential for substantial savings in total scheme costs.
- 3.2.6 The Friends of Hythe Park are keen to meet with and progress the design of the Park in partnership with Woodland Environmental. They would therefore support the Council in awarding the design and build contract to Woodland Environmental, subject to the necessary checks being made. Whilst this will be a substantial contract, Officers are of the opinion that the potential benefits to be obtained from utilising Woodland Environmental warrant a departure from Standing Orders. Officers therefore recommend that they be authorised to enter into negotiations with Woodland Environmental on a sole basis with a view to reporting back on detailed terms before any final decision is made.
- 3.2.7 As the site lies within the flood plain, there will be a need to keep importation of landscaping material to a minimum, as raising of ground levels would be resisted by the Environment Agency. It will depend on the scale of the operation as to whether planning permission is required for this in its own right. If it is, then as an engineering operation involving the disposal of waste, the County Council will be the determining planning authority.

### 3.3 Swan Sanctuary

- 3.3.1 As is already known, the development of the Town Park will be dependent upon the removal of the Swan Sanctuary. The Swan Sanctuary's formal agreement in respect of the site ended in 1994 and their planning permission expired in 1998. The Sanctuary has sought a new site for some years. Members may recall that the Committee, at its meeting in June 2002, instructed the Director of Administration and Leisure to notify the Swan Sanctuary that vacant possession of the site would be required no later than 31 March 2004.
- 3.3.2 The current position is that a potential replacement site has been identified outside the Borough and negotiations are continuing subject to planning. However, Members may recall similar positions being reached in the past. There is currently no identifiable timescale for the removal of the Swan Sanctuary and whilst they were informed of the requirement for vacant possession as instructed in 2002, no formal Notice to Quit has yet been served. Officers and Members hope to have met with the Swan Sanctuary to discuss the position prior to the Committee meeting.
- 3.3.3 The Friends Group have expressed some concern that the matter seems no closer to a resolution now than it was several years ago and do not want the momentum for the construction of the park to be lost.
- 3.3.4 Consultation, finalising the design and obtaining planning consent for the park is likely to take another twelve months which gives a little leeway in dealing with the Swan Sanctuary. It is, however, important that a solution to this problem can be found at the earliest opportunity.

### 4. Resource Implications

- 4.1 The financial implications are reported separately in Part II of the Agenda.

### 5. Technical Implications

- 5.1 The proposed Health Centre is in the floodplain and is therefore contrary to Local Plan policies. Despite the community benefits, it is likely to attract objections from the Environment Agency. The applicant will seek to overcome these objections by raising the building and the provision of a dry escape route.
- 5.2 As the proposals also result in the loss of a part of the open space there may also be objections from Sport England. Policy and Implementation Officers in the Planning Division have, however, carried out an open space audit which shows considerable areas of open space within the Ward (plan to be displayed at the meeting) and it is hoped that this, together with the proposals for the park, will be sufficient to overcome any such objections.
- 5.3 The proposed development adjoining 97 Pooley Green Road is also within the flood plain and a recent planning application was deferred by the Planning Committee pending further discussions to meet the requirements for a dry escape route.

#### **OFFICERS' RECOMMENDATION that -**

- i) the draft Heads of Terms shown at Appendix 'D' be approved as the basis for an agreement with the Friends of Hythe Park;**
- ii) the Director of Administration and Leisure be instructed to enter into negotiations with Woodland Environmental with a view to securing a design and build contract for the proposed Hythe Park, subject to final approval of the terms of such contract by this Committee; and**
- iii) Standing Order C2.5 be waived in order to permit negotiations with Woodland Environmental for the reasons stated in the report.**

**(TO RESOLVE)**

#### Background Papers

Relevant papers on Property Services File 81.15.133. (some exempt)

11. EXCLUSION OF PRESS AND PUBLIC

**OFFICERS' RECOMMENDATION that -**

**the press and public be excluded from the meeting during discussion of the following reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would be likely to involve disclosure of exempt information of the description specified in paragraphs 3 and 7 of Part I of the 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>	<u>Paras</u>
12.	EGHAM HYTHE PROJECT – FINANCIAL POSITION	7
13.	EGHAM HYTHE PROJECT – PROPOSED HEALTH CENTRE	7
14.	BARRSBROOK FARM	7
15.	48/48A STATION ROAD, ADDLESTONE	3 and 7
16.	ROAKES AVENUE ESTATE – COMPULSORY PURCHASE ORDER	3 and 7
17.	SALE OF SURPLUS HOUSING LANDS	7
18.	ADDLESTONE COMMUNITY CENTRE REPROVISION <i>(To follow)</i>	
19.	CHERTSEY REVITALIATION AREA PHASES 12-14 (GUILDFORD STREET/FOX LANE NORTH) <i>(To follow)</i>	

b) Confidential Information

(No reports to be considered under this heading).