

Runnymede Borough Council

ECONOMIC DEVELOPMENT COMMITTEE

Tuesday, 30 July 2002, at 7.30 p.m.

(or at the conclusion of the Special Review Board meeting
to be held immediately beforehand, whichever is the later).

in the Council Chamber

at the Civic Offices, Addlestone



Members of the Committee

Councillors R.K. Habgood (Chairman), J.R. Furey (Vice-Chairman), A. Alderson, M.J. Brown, P.C. Elding, P.A. Greenwood, J.E. Haas, C. Knight, P.J. Poole and K.J.T. Walmsley

and all other Members for information

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, Borough Secretary's and Leisure Services Department, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425625)**.
- 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.

COMMITTEE SECTION



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(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 6 June 2002.

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. CIVIC OFFICES REPROVISION – ARCHITECTS PRESENTATION (CEO)

(Ref: Minutes of Executive Committee 5 July 2000, page 207, para 139 & 16 May 2001, page 1730, para 882 & the Economic Development Committee 15 November 2001, page 614, para 377 & 14 March 2002, page 941, para 638)

1. **Purpose of Report**

1.1 **The purpose of this report is to identify the background to the presentation being made by Architectural Consultants retained by the Council and to seek Members' initial views on their sketch proposals.**

2. Background Information

- 2.1 A significant number of reports on this issue have been considered by previous Committees of the Council over the last two years. A detailed synopsis is contained in Part II of the Agenda.
- 2.2 At the Economic Development Committee on 14 March this year, Officers were authorised to appoint a suitably qualified architectural practice for initial design and costing works for possible reprovion of the Addlestone Community Association (ACA) premises on the Garfield Road Car Park site and for the redevelopment of the Civic Offices site.
- 2.3 Officers approached three potentially suitable, large architectural practices and following initial discussion, consideration of the fee proposals and the track record of the companies, the practice of Fielden Clegg Bradley, which has offices in London W1 and Bath, were appointed. They commenced their six week commission at the beginning of June.

3. Report

- 3.1 The presentation will be led by Keith Bradley, a Partner of Fielden Clegg Bradley. He will have supporting colleagues on hand who have been working on this commission. The intention is that Mr Bradley will make an oral presentation with supporting overhead projection/powerpoint and Members will be provided with a detailed pamphlet of the sketch schemes.
- 3.2 In consultation with the Chairman, it is agreed that there should then be an open session for questions and the matter referred on to the cross party Civic Offices Member Working Group, together with a subsequent briefing for the Action Addlestone Member Working Group.
- 3.3 As part of the commission, the architects have been asked to provide a programme and elemental costing of various aspects of the schemes and these will be available for discussion in Part II of the Agenda.

(FOR INFORMATION)

Background Papers

None

6. ORBIT : TRANSPORT SOLUTIONS AROUND LONDON (BTSO)

1. Purpose of Report

1.1 **The purpose of this report is to seek the views of the Committee on a study commissioned by the Government entitled 'Orbit : Transport Solutions Around London'. Comments are requested by 31st July. In view of the timescale for comment it has not been possible to submit the matter to the Planning Committee for its prior consideration.**

1.2 **A copy of the document has been placed in the Members' Room.**

2. Background Information

2.1 The Government commissioned consultants to look at the existing and future problem of orbital travel around London and to produce a long-term sustainable management strategy for the M25 which:

- meets the Government's objectives for transport; and
- solves, or at least ameliorates, the problem on the M25, both now and in the future.

2.2 This is one of the UK's largest multi-modal studies. It notes that over the next 15 years there will be 3 million more cars in the study area (a 33% increase). The consultants recognise that the M25 does not have the capacity to accommodate this scale of increase and that there is little point in building more road capacity which will simply fill up with additional traffic.

2.3 To address the problems the report sets out a series of measures combining new public transport alternatives with road widening and control of road use. The main issues are considered in the following paragraphs.

3. Policy and Technical Considerations

Travel Reduction Measures

3.1 Travel reduction measures (the 'soft' measures) such as land use policy, travel plans, flexitime, teleworking and parking control can only influence traffic growth in a limited way because they lack real policy "teeth". However, whilst the consultants indicate that these 'soft' measures should continue and be monitored, they recommend that the measures are accompanied by the implementation of measures for additional capacity on the transport network.

3.2 Comment

The longer term effectiveness of many 'soft' measures is dependent upon the introduction of stronger statutory guidance. At present many of the measures are voluntary and enforcement powers are limited. However, any enforcement powers would require additional resource provision. This is a difficult issue to deal with but it is important that these softer measures are fully explored before the alternatives (considered below) are introduced.

Alternatives to the Car

3.3 Whilst it is not easy for an improved public transport system alone to discourage drivers from using their cars, some improvements could contribute to an overall solution. The consultants' strategy includes:

- a quality orbital coach system (illustrated in Appendix 'A') and possibly using identified lanes on the M25 for high occupancy vehicles;
- new rail investment (eg Airtrack);

- improvements to the quality of public transport journeys;
- improvements to interchanges;
- shared taxis.

3.4 There is an emphasis towards an integration of the various modes to improve the quality of the public transport provision.

3.5 **Comment**

The Council supports proposals to enhance the role of public transport to provide a viable alternative to car use. In particular it has endorsed the Airtrack scheme linking Guildford-Woking-Runnymede-Staines to Heathrow Airport by a quality rail link. However, it is essential that this particular scheme is linked to enhanced signalling provision on the local line to reduce the amount of time that level crossings are closed. The agreed position of the Council is set out in Appendix 'B'.

3.6 ***With regard to the introduction of the quality orbital local bus service, it is unclear whether a high occupancy lane will be required for the scheme and this in turn gives rise to an additional lane on the motorway (in excess of that already proposed). The Council would have strong environmental concerns if this were to be the case, particularly if it amounts to widening of the motorway beyond the existing boundary. It is possible that the hard shoulder could be used as an operational lane but it is worth noting that in Runnymede the existing hard shoulder is discontinuous in places. This issue needs to be clarified before the Council could comment further. In addition, further information on the improvements to the motorway interchanges and the potential land use implications of bus facilities provided at the motorway junctions also require some clarification.***

3.7 *New Road Infrastructure in the M25 Corridor*

Notwithstanding the initiatives proposed in the preceding paragraphs, the consultants' report considers that additional measures will be required to reduce motorway congestion. The conclusion is that if additional road capacity is provided, it should be in the form of additional lanes on the M25. To avoid the new lanes simply including yet more traffic, the following options are identified to control traffic use:

- physical Integral Demand Measures (IDM);
- physical IDM plus tolls;
- motorway tolling;
- area wide road user charging.

3.8 The report argues that increased capacity should only be encouraged if the measures above are introduced. These are described in detail in Appendix 'A' to this report.

3.9 **Comment**

The Government has indicated that it would not expect to introduce area-wide road user charging before 2010. The opportunities for the future are therefore focused on the first three options.

3.10 ***Whilst noting the careful wording of the consultants' report that if additional road infrastructure is proposed, in the form of additional lanes on the M25, it is important that the Committee emphasises the Council's previously held view that additional lanes on the motorway beyond the current highway boundary are unacceptable. The previous position of the Council is set out in Appendix 'B' and it is recommended that these matters are formally submitted as a response to the consultation.***

Provision for Freight

- 3.11 The report notes that there are proposals for rail freight enhancement but concludes that such measures will not significantly reduce the demand for carrying freight by road. In recognition of this it is recommended that measures are introduced to accommodate road freight.

3.12 Comment

Enabling freight to be carried more effectively by road/motorway is to be balanced with the need to encourage rail freight. However rail freight does not come without some cost and the Council has expressed concern about the Central Railway proposal to set up a freight route from Liverpool to Lille that would pass through Runnymede. (The impact of this route has the potential to be very damaging to the local environment but further details have been requested.) A scenario which had enhanced motorway provision on the M25 designed to accommodate freight with the Central Railway scheme through the Borough would raise some concerns within Runnymede. The agreed position of the Council is set out in Appendix 'B'.

4. Conclusion

- 4.1 The orbit report seeks views on a wide range of recommendations designed to provide short to medium term solutions to orbital travel around the M25. Longer term decisions (beyond 2010) on measures will need to be taken in the light of the impact of the current recommendations and future decisions on area-wide road user charging.
- 4.2 The overall effect of the current recommendations need much clarification but the Officers express some concern that the M25 improvement could require additional lanes on the motorway in Runnymede beyond the current highway boundaries. These matters are highlighted in the Officer comments.

OFFICERS' RECOMMENDATION that –

the comments in the report be forwarded to the Government's consultants as the formal response of the Council on the document entitled: 'Orbit : Transport Solutions Around London'.

(TO RESOLVE)

Background Papers

None

7. REGIONAL TRANSPORT STRATEGY FOR THE SOUTH EAST (BTSO)

1. Purpose of Report

- 1.1 **The purpose of this report is to seek the views of the Committee on the draft Regional Transport Strategy for the South East (RTS) produced by the South East England Regional Assembly (SEERA). A copy of the document has been placed in the Members' Room.**
- 1.2 **The Planning Committee received details of the draft strategy at its meeting on 17 July and recommended that the comments set out in Appendix 'C' be forwarded to SEERA as this Council's response to the consultation.**

2. Background Information

- 2.1 SEERA has responsibility at the regional level for land use and transport planning. The Regional Assembly has 111 members including elected Councillors chosen by Local Authorities, people from the voluntary sector, environmental groups, faith groups, business, education, the City and local communities.
- 2.2 The Secretary of State for Transport, Local Government and the Regions approved new Regional Planning Guidance (RPG9) for the South East England Region in March 2001. The Guidance included an initial Regional Transport Strategy, but it did not reflect the latest

Government guidance. Accordingly, the Secretary of State requested SEERA to undertake a review of the transport elements of the guidance. This draft fulfils this requirement, although the overall spatial strategy has not been altered. The new draft Regional Transport Strategy formally covers the same period as the existing regional guidance, up to 2016, but also takes the opportunity to put forward a vision and key proposals and policies which are intended to provide building blocks for the longer term. They will be incorporated in a further roll forward of Regional Planning Guidance up to 2026, which is expected to begin in 2003/4.

- 2.3 South East England has the largest population of all the English regions, the second highest gross domestic product after London and the largest concentration of the 'new' industries, such as information technology, and of research facilities. It is a true powerhouse of the national economy and one of the very few English regions that can compare with the best in Europe or North America. At the same time, the region contains pockets, some of them quite large, of significant social and economic deprivation. It enjoys a high quality environment, with substantial tracts of attractive and nationally designated countryside.
- 2.4 Despite these qualities it has a transport system which is failing to deliver. In economic terms, the system does not provide the secure and reliable links which business requires. In social terms, its pattern of provision, dominated by the car and lorry, does not do enough to help those without access to a car. A lack of past investment also means that these groups often live in places which suffer from severe transport disturbance and pollution. In environmental terms, the congestion experienced in the region on a daily basis causes pollution, disturbance and environmental damage on a major scale. Overall, the transport system is wasteful of resources and unsustainable in economic, social and environmental terms.
- 2.5 The vision for the RTS is :-

“we need a strategy that delivers a better balanced transport system to support economic growth and an improved quality of life for all in a sustainable and socially inclusive manner; and a regional transport system which by 2021 has matched the standards of the best in North West Europe.”

- 2.6 The implementation of the vision will be achieved by a series of policy initiatives. These are set out in Appendix 'C' to this report together with Officer comment and recommendation. The remainder of this report highlights some of the issues of particular relevance to Runnymede.

3. Policy and Technical Considerations

- 3.1 Regional Planning Guidance is intended to provide a broad overview that sets out guidelines for the Structure Plan and the Runnymede Borough Local Plan. In this respect it is necessary for the Committee to consider matters in a wide regional context, but to ensure that the interests of Runnymede are adequately represented. The analysis of each of the policies set out in Appendix 'C' attempts to strike this balance and in general terms all the policies can be supported. (Recommended changes to the text put forward by the Planning Committee are shown in bold italics). However, there are some issues that are brought to the attention of SEERA to reflect local circumstances. Some of these issues are highlighted in the following paragraphs.
- 3.2 The Strategy sets out a framework that is not anti-car but attempts to implement measures that reduce the need to travel by car. A wide range of measures are proposed that recognise the need to maintain a good quality road network but emphasise the benefits of investing in public transport infrastructure. A key part of the message is to develop a 'package of measures' that manages the demand for movement and influences people's travel patterns. The main mechanism for achieving this will be Local Transport Plans.
- 3.3 The growth of Heathrow is recognised as a key aspect of the Regional Economic Strategy and the RTS examines the matters essential to put in place the appropriate transport infrastructure. This Council supported the fifth terminal at Heathrow subject to satisfactory surface access measures being introduced. The RTS refers to the advantages of the Airtrack Scheme (a proposal to link Guildford-Woking-Runnymede to Heathrow by the provision of a new rail link at Staines) and this Council has always viewed this initiative as a fundamental aspect of the improved surface access arrangements for an expanded airport.

- 3.4 The introduction of revised car parking standards is a key part of managing the demand for movement. The changes proposed reflect Government advice and those formally implemented by this Council in 2001 as part of supplementary planning guidance to the Borough Local Plan.
- 3.5 Reference is made to the proposal by Central Railway to construct a freight rail link from Liverpool to Lille. The Committee will recall that this passes through Runnymede, running alongside the east side of the M25. However, the RTS proposes an alternative route which travels around the north and east side of London to join into the Channel Rail Link currently under construction. The Officer recommendation is to strongly support this policy approach.
- 3.6 Part of the promotional aspects of the RTS are to encourage the introduction of Travel Plans. These are designed to encourage businesses, schools and colleges to introduce measures to reduce where practical the number of community and business journeys made by car. This Council has adopted a Travel Plan and is encouraging local businesses and schools to introduce them as part of the Runnymede Business Partnership Travel Initiative. The Committee will be aware of the Schools Travel Initiative that has promoted inter alia, cycling provision (by providing cycle shelters and cycle routes) and the Yellow School Bus Scheme as the first part of a strategy designed to reduce the number of school journeys undertaken by car.
- 3.7 Runnymede lies in the sub-region defined as the western policy area in the RTS. Within that are further sub-divisions and with the Thames Valley recognition is given to the importance of maintaining its premier business location (outside of London) in the South East. This will require significant investment in the transport infrastructure and the Officer recommendation is to strongly support this guidance.

4. Conclusion

- 4.1 The RTS for the South East recognises that whilst the region is the economic powerhouse of the national economy, it has a transport system that is failing to meet (in economic terms) the needs of regional economy. The need to enhance the transport system is to be balanced with a desire to improve the quality of life of those who live and work in the area in a sustainable and socially inclusive manner.
- 4.2 The RTS is to be generally supported subject to the comments that are set out in response to each of the policies in Appendix 'C' to this report.

THE PLANNING COMMITTEE RECOMMENDS that –

the comments set out in Appendix 'C' to this report be forwarded to the South East England Regional Assembly (SEERA) as the formal response of the Council to the Draft Regional Transport Strategy for the South East.

(TO RESOLVE)

Background Papers

Runnymede Travel Initiative.

8. DRAFT REGIONAL ECONOMIC STRATEGY 2002 (BTSO)

1. Purpose of Report

- 1.1 **The purpose of this report is to seek the comments of the Committee on revisions to the Regional Economic Strategy (RES). A Consultation Draft has been prepared by the South East England Development Agency (SEEDA). Comments were originally requested by 17 July 2002, and SEEDA has agreed an extension to this deadline to receive the comments of the Council.**
- 1.2 **A copy of the document has been placed in the Members' Room.**

2. Background Information

- 2.1 Economic development comes under the remit of this Committee. However, the strategy has implications for land use planning that are likely to be reflected in the development plan. The Planning Committee therefore also received details of the proposed revisions at its meeting on 17 July and recommended that the comments in this report be conveyed to SEEDA.
- 2.2 The first RES was prepared by SEEDA three years ago. It was set within the context of the emerging Regional Guidance for the South East (RPG9) that was formally approved by the Government in March 2001. RPG9 indicates that Structure and Local Plans (together forming the Development Plan) should take account of the RES where formulating policy guidance. It is therefore important to consider the draft RES in the context of the Local Plan and the guidance it provides when the Planning Committee determines development proposals.
- 2.3 The Committee will consider an item on revision to the Regional Transport Strategy prior to this report. That item sets out the importance of the South East in the economy of the U.K., and the information is not reproduced in this report.
- 2.4 The RES not only provides a framework for the Region but it includes a set of key actions that SEEDA is prepared to take as its contribution to the delivery of the Strategy. SEEDA, however, emphasises that the Strategy needs to be embraced by those who have a stake in the Region and partners will be invited to identify the actions they will take to deliver the Strategy.
- 2.5 In view of the strategic nature of the policy guidance it is necessary for the Committee to consider the advice in a wider regional context, whilst ensuring that the interests of Runnymede are adequately represented. In the following paragraphs issues of particular relevance to the Borough have been summarised and Officer comments have been included for the Committee's consideration.

3. Policy and Technical Considerations

The Strategy

- 3.1 The Strategy identifies key issues that will, inter alia, help achieve sustained economic prosperity in the area. Emphasis is placed upon smart growth which directs effort to priority areas. These are areas of both economic concern and economic prosperity. Amongst the areas of economic prosperity is the Thames Valley (including the Runnymede area). The policy objective for the area is to improve competitiveness and skills availability, and to overcome the pressures that result from economic success.

Comment

- 3.2 ***The overall policy objective for the Thames Valley area is supported. Skill shortage, congestion and access to affordable housing are issues that require detailed consideration, guidance and innovative solutions. In particular, the poor provision of public transport, which does not offer a realistic alternative to the private car, needs to be addressed.***

Delivering Sustainable Growth

- 3.3 The strategic priorities for the region are to:-
- enable existing businesses to adapt, prosper and grow;
 - accelerate the development of new business start up and improve the survival rate of young companies; and
 - increase international business activity and start up.

Comment

- 3.4 ***It is important for the Strategy to strike a balance between maintaining the existing business infrastructure and encouraging new business opportunities. Whilst it is recognised that the Regional Transport Strategy deals with public transport issues, it is considered important that they are also highlighted in the Regional Economic***

Strategy. Whilst the draft RES does highlight business' views that a supportive transport infrastructure is necessary for them to adapt, prosper and grow, it does not specifically mention public transport. In consultation exercises for Runnymede's cultural and community strategies, an effective public transport network has been emphasised as important by both businesses and local organisations. Its delivery is fundamental to ongoing economic prosperity and social inclusion within the region.

Delivering a Skilled and Inclusive Workforce

- 3.5 Prosperous businesses, thriving communities and a healthy economy are linked to a concerted and co-ordinated effort to make a learning culture a reality. Success will depend on involving and encouraging everyone to play an active part and by demonstrating the added impact that learning can have. Four major challenges in achieving this goal are identified:
1. Workforce development – raising labour productivity by building the idea of a 'smart' business, leading to the development of all employees and employers by improving their education and skills.
 2. Raising aspirations – by maximising the employability of the current and potential workforce through employment and skills opportunities and making all individuals take responsibility for their skills development.
 3. Involving the workforce – by strengthening workplace relationships and making the most of the Region's workforce by building closer relationships between employers, the workforce and the communities they work in.
 4. Stimulating learning – by the effective use of incentives and marketing to entice learners and employers into undertaking opportunities and developing their skills.

Comment

- 3.6 ***There is potential for an overstep of the responsibility for implementing these policy objectives. The Learning and Skills Council, the Small Business Service and the Universities have a role to play and some policy clarification may be required to ensure a rational use of resources.***
- 3.7 ***The local economy cannot be sustained by businesses that continue to rely on influxes of labour to fill gaps. The emphasis must be upon encouraging more skilled residents to work within the Region. Each day within Runnymede a large proportion of the mobile and highly skilled workforce commute to London. This, coupled with commuting patterns within the Region, results in large numbers of skilled people being on the move, with associated problems of congestion, cost and long working days.***

Working for an Inclusive Society

- 3.8 Combating social exclusion through economic inclusion is integral to, and cuts through, all of the strategic priorities of the Regional Economic Strategy.

Social exclusion:

- is economically inefficient, and represents a waste of human resources in a Region where labour is often in short supply;
- generates unnecessary costs in welfare and health services and benefits;
- has social impacts in areas such as crime and community safety, which can affect all of society;
- prevents individuals from enjoying a fulfilling life, which can impact on the life chances of the next generation, and therefore the future of the Region.

Comment

- 3.9 ***Even within the economically buoyant parts of the Region there are areas of deprivation. The root of these problems is wide ranging and it is important that the RES has highlighted the issue for detailed consideration at an early stage. The RES***

makes the point that the South East has a comparable number of excluded people to those regions better known for high levels of deprivation. In the South-East, however (and certainly in Surrey), it is often noted that relative deprivation is set against high levels of wealth and prosperity within communities, which makes the deprivation more complex and possibly harder to deal with than in areas with clear causes affecting whole communities.

- 3.10 *The RES highlights the need to increase leisure facilities, child-care and opportunities for young people. Again, the need for effective public transport should also be emphasised in this section, which deals with services which are designed to increase the inclusion of excluded groups (whether that be due to poverty, disability or isolation).*

Building a Sustainable Future – Comment

- 3.11 *There is an overlap between the RES and the Regional Transport Strategy (RTS – considered elsewhere in this Agenda) and it is recommended that the comments on the RTS be forwarded to SEEDA.*

The Natural Environment - Comment

- 3.12 *The comments contained within this section make economic sense for the development of business. However, although tourism is mentioned as one of the priority sectors in the regional economic strategy, there is no mention in this section about the dilemma between tourism, access to the countryside and preservation of the natural environment, which is a key issue in Surrey.*

General Comment

- 3.13 *The Strategy combines an overview of the regional economy together with a series of targets to be undertaken by SEEDA. The effect of this is to bring together issues that may more appropriately be dealt with in separate documents. The actions for SEEDA may fall better into the business plan for SEEDA, whilst the RES should concentrate on establishing the framework for the relevant agencies in the Region to draw upon as they develop their own action plans.*

4. **Conclusions**

- 4.1 The draft revision to the RES by SEEDA sets out a wide ranging assessment of the main issues facing the Region that need to be addressed if it is to maintain its leading role in the economy of the U.K. A framework is established that will guide Authorities, such as Runnymede, when it prepares land use guidance and other policy initiatives. Whilst the Strategy can be supported, some confusion arises because SEEDA seeks to identify its own key actions in delivering the Strategy. This may have been dealt with more appropriately in a separate document.
- 4.2 In terms of specific comments on the contribution made by culture and sport to the economic development agenda set out in the RES, Officers' views are that the direct link is more proven in areas in need of regeneration, where culture and sport are used very effectively as catalysts, but is much less tangible in an area like Surrey. However, cultural services do help to develop cohesive communities and can enhance the attraction of an area to new businesses.

THE PLANNING COMMITTEE RECOMMENDS that –

- i) the comments in this report be forwarded to the South East England Development Agency (SEEDA) as the formal response of the Council on revisions to the Regional Economic Strategy; and**
- ii) the comments of the Council on the Regional Transport Strategy be forwarded to SEEDA for information.**

(TO RESOLVE)

Background Papers

None.

9. URGENT ACTION - STANDING ORDER 42 (BSLSO)

The following action has been taken after consultation with the Chairman of this Committee under Standing Order 42:

<u>Officer</u>	<u>Action Taken</u>	<u>Central Index No.</u>
i) Borough Technical Services Officer	Authorisation for use of Garfield Road Car Park for a Jubilee party on 3 June 2002.	496
ii) Borough Secretary and Leisure Services Officer	Authorisation to provide legal/administrative drafting services to Surrey County Council in respect of Traffic Orders needed for the Chertsey Revitalisation Scheme.	499

(FOR INFORMATION)

Background Papers

Proformas dated 29 May and 10 July 2002 on Assistant Borough Secretary's file

10. 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 7 and 9 of Part I 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</u>	<u>paras</u>
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b)	<u>Confidential Information</u>	
	(No reports to be considered under this heading)	