### Current key projects within Portfolio

| **Green Spaces Contract** | Green Spaces officers have worked closely with Burleys to re-establish them in the Borough. The EBC Contract Administrator has liaised productively with a Burley company director who has been familiar with the operational running of previous EBC contracts since 1996. His supporting role and operational mentoring of the local Contract Manager has resulted in a great overall improvement in contract performance and an obvious local commitment to achieve the requirements of the performance model. Some required improvements have been identified to the service especially in the hanging baskets and troughs provision, with arrangements being made to enhance performance in the coming summer. Officers continue to have great faith in Burleys to continue with all these improvements through 2018 towards meeting the Council’s original expectations for the remainder of the contract term. |
| **Sports Hub** | Opened on 4 Sept 2017, providing new resident home for Walton Casuals FC, Walton Casual Juniors FC, Walton and Hersham FC and Walton Athletic Club. Facilities include 2 artificial pitches, 1 grass pitch, 8 lane athletics track and stadia building with spectator seating, changing rooms, multi function room, boardroom, bar and kitchen. Facility managed under contract by Places for People Leisure through to 2021. External bookings are going well and include Surrey FA, Surrey Schools Spring Festival, and a number of parties/events bookings in the function room. |
| **WW1** | 2014 saw the centenary of the start of the First World War (WW1) and the beginning of a four year programme of events to mark the national commemoration of WW1. Locally, Elmbridge Borough Council launched a four-year commemorative campaign, called ‘Elmbridge Remembers’, including council-run and community events and projects. This will come to a culmination on 2018 with a range of events being promoted. |
| **Health and Physical Activity** | Working on the Year 2 action plan for Elmbridge Active Every Day. The most recent Sport England Active Lives survey result show that 66% of Elmbridge residents are classified as active (more the 150 minutes of moderate physical activity per week) which is significantly higher than the England average of 57%. And 21.8% of Elmbridge residents classified as inactive (less than 30 minutes of moderate physical activity per week). Examples of projects that have been running are: |
| | • KT12 football project targeting children and young people living in social housing in target areas. Over 60 young people, including those with disabilities, regularly attending the weekly sessions. |
| | • Alive n Kicking programme ran at Xcel, with over 12 families attending on a regular basis. Introduced a teen session as a result which proved to be very successful. |
| | • Sports Development subsidised 4 spaces on the Elmbridge Road Runners Couch to 5K course. All participants who were subsidised were all inactive to start with, and plan to continue the running once the course has finished. An EBC Couch 2 5k programme has been promoted via twitter and Facebook |
throughout January to encourage local residents to take up running.

- The second year of the Get Active 50+ took place with Walking Netball, Touchtennis, Tennis, Swimming, Otago and Pilates, all offered available at a heavily discounted price. The total number of unique participants was 148, however the two year project saw 234 inactive Elmbridge residents aged 50 and over.
- 622 walks/rides/Nordic walks with a total of 6360 walkers / riders / Nordic walkers, however some go on more than one walk/ride. This breaks down to:
  - 518 walks with 5617 people doing a walk
  - 59 bike rides with 551 bikers
  - 45 Nordic walks with 249 Nordic walkers

**Tennis**
The Council launched the new parks tennis booking and gate access system (seven venues with five to follow in 18/19) and introduced fees & charges across all twelve parks tennis venues on 12th June 2017. So far, 318 annual memberships have been purchased, with 827 associated members and 74 free passes issued. We have contracted 4 local tennis coaching providers to run community programmes across 7 sites. A total of 12,349 court hours have been booked using Clubspark, which includes 823 pay and play sessions.

The LTA have agreed to part fund a Tennis Development Officer part time for the next 12 months. The post holder will manage and drive the development of the Elmbridge Parks Tennis Scheme and be the main point of contact for tennis in the borough. They will develop and implement key objectives of the tennis development plan and individual venue action plans.

**Museum without walls (Outreach Museum)** – the museum service is now based at the Civic Centre offices and continues to develop as a community outreach museum. Following advice from the Museum and Libraries Association (MLA) now part of the Arts Council England (ACE), signposting and promotion of the service has been extended in the reception area and ground floor atrium. New mobile displays have been procured and are used to provide a programme of rotating museum exhibitions around the borough, working with partners such as Brooklands College, Riverhouse Barn, Xcel Leisure complex and Council Centres for the Community. A Local Studies Room has been developed on the second floor of the Civic Centre which will allow the museum to re-introduce a local studies service from March 2018. Volunteers have been recruited to help deliver this service. The museum applied in April 2017 to the ACE to retain its museum accreditation and is waiting to hear the outcome of this process.

| Key achievements | Opening of sports hub – formal launch of the facility took place on 14 Sept 2017. Over 100 people attended including companies involved in the build, key stakeholders, councillors, Governing Bodies of Sport, resident clubs, Council officers etc. | Surrey Youth Games – 393 children aged 7-16 from across |
Elmbridge registered to take part in the 2017 competition, 70% of these were new to SYG. At the games weekend Elmbridge entered 26 teams across the 15 sports with 196 of the children who registered taking part. Overall Elmbridge finished in joint 4th collecting Silver medals in U9 Girls Football, Girls Cricket, High 5 Netball, Senior Boys Judo and Bronze medals in Girls Hockey, Junior Boys Judo and Junior Girls Judo.

**In Bloom - Silver Guilt Awards** – During summer 2017 three Elmbridge sites, Churchfields Recreation Ground, Brooklands Community Park and West End Common, were entered into the South and South East In Bloom awards. At the awards ceremony in September all three sites were awarded a very respectable Silver Gilt. By entering the competition EBC gain independent expert assessment of their sites, giving a method of benchmarking the performance of the grounds maintenance contract year on year, while also benefitting from the expertise of the judges, who offer comments on areas for improvement as part of their judges report.

**Quest - Hurst pool** – Hurst Pool achieved an ‘excellent’ rating when assessed in September 2017. Quest is the leisure industry’s main quality assurance scheme. Hurst Pool ranked alongside Xcel in the top quartile of leisure facilities in the country.

**New Museum Local Studies Room** – To be launched in March 2018, and offers a local history research service for residents of the borough. This service was previously provided at the old museum in Weybridge. A number of museum volunteers have been recruited and trained to operate the service during specified opening times during the week. Customers can book in advance to use the service/room. The room is based on the second floor of the Civic Centre at the entrance to the Leisure and Cultural Services wing.

**Recruitment of a team of volunteers** – The Museum has now recruited four volunteers to assist with updating records on the Emu collections database, as well as supervising the Local Studies Room and answering enquiries received by email, telephone, letter and in person, enabling fuller access to the Borough’s collections. The volunteers work 3 hour shifts (Monday, Tuesday & Wednesday). In a second phase we will be recruiting volunteers for very specific documentation roles – for instance, cataloguing and data entry onto the collections database.

**New Museum Exhibition space in reception atrium** – Following advice from the Museum and Libraries Association (Arts Council England now), officers have worked to improve the museum ‘presence’ in the Civic Centre by providing additional signposting in the main reception, and an exhibition space in the ground floor atrium area. The atrium area includes a map of the borough highlighting historical facts relating to the various wards, an historical timeline for the borough and a ‘focus on’ interpretation panel which looks in detail at key themes relating to Elmbridge’s past.

**Redevelopment of Xcel Bowls Hall** – PIP are working with British Gymnastics and Sport England to provide a new gymnastics initiative called ‘Gymnastics Places’ which they will be piloting in the bowls hall area at the Xcel Leisure Complex. The scheme would target pre-school and primary school aged children in Elmbridge where it has been evidenced that there is significant latent demand for gymnastics. The scheme would also incorporate the development of a dedicated
spinning studio in the bowls hall area to help support the financial viability of the scheme. The facility opened in Feb 2018.

**New partnerships for exhibition and learning outreach programme** – The museum expanded our community engagement programme by acquiring 2 new permanent display cases and 2 mobile display cases, and developed a scheduled and rotating programme of exhibitions/displays together with the launch of a quarterly museum brochure. The team has secured a new permanent museum display case at Brooklands College, and we are now working together with the students on joint projects. The Museum started a trial programme of rotating mobile displays in some of the Community Centres - starting at Weybridge Community Day Centre, we are now at Dittons Community Centre. Alongside the displays, the Museum is running Reminiscence sessions in the centres as a way of exploring and stimulate a discussion about the themes. One of the mobile cases was also placed at Xcel Leisure Centre in an effort to broaden our audiences. The museum team also worked (and is still working) on several other partnership projects with RC Sherriff, RiverHouse Barn and EBC Arts Development. Projects including: Moving Art with a display of artists’ works at the Civic September, and Walton Walking Map – using our collections as information and illustration.

The work with Surrey Museums Partnership on the ‘Learning on my Doorstep’ project phase 1 was completed successfully. We developed new resources in response to the changes in the National Curriculum, and we launched 2 new discovery boxes. We now have 10 local schools that have joined the Museum membership service. We have also refreshed our Schools brochure.

**Ongoing woodland management** - the council has a 25 woodland management plan for the countryside estate managed by the countryside team which was agreed in 2011. The main thrust of the plan is the effective thinning of woodland areas within Elmbridge to allow them to develop and mature over the coming years whilst considering the safety and amenity value to Elmbridge’s residents. Successful works have been completed on Littleworth Common, Leigh Hill common, parts of Esher Common ongoing works are being carried out on West End Common and future works on Esher Common north of the A3 being planned. A new approach has been piloted this winter, with short online videos being used to explain the benefits and reasons behind the management works.

**Key challenges**

**Unauthorised encampments**

Between May and September 2017 officers have managed a further summer of unauthorised camps on Elmbridge council owned land which have had a significant impact on residents of the Borough. The cost of managing the incursions this summer has totalled £24,186, which does not include staff time. The way in which the Borough manages unauthorised encampments has been reviewed in conjunction with Surrey Police and amendments to the Gypsy and Traveller Protocol will be considered by the Members task group along with a review of the security measures and considering transit sites and a review of byelaws.

**Moorings**

There has been an increase in boats moored without permission along the River Thames. Within the Public Right of Navigation there is deemed a right for boat owners to stop on land, subject to the
necessary landowners consent, for a reasonable period. The Borough follows the Environment Agency’s policy that 24 hours is considered a reasonable time within normal navigation. Boats are entitled to stay for longer however, provided they have the landowner’s consent to do so.

The River has a complex range of land owners, and the law only allows the owners of the land that the boats are moored on to take action against an unauthorised mooring. This would include any potential byelaw which would only be effective on Elmbridge owned land. Land owners could include the Environment Agency, Network Rail or in a minority of cases Elmbridge Borough Council. At this point the landowner could consider applying to the Courts for a possession order, or other powers under their jurisdiction, to compel the boat owners to move their vessels. The sanctions for repeated trespass offences are increasingly stringent, so this is the most effective method for dealing with this issue, and is the Environment Agency’s recommended approach.

Elmbridge Borough Council has no powers to move/evict boats which are not moored on Elmbridge owned land but continues to work with other agencies to try and resolve this issue. We are working closely with the EA who are taking action against a number of unauthorised moored boats on their land.

The Environment Agency undertakes regular boat registration checks including unauthorised moored boats. All boats are required to have valid registration including boat safety certification and insurance. If boats are found not to comply, then the Environment Agency will seek to enforce and will prosecute. The EA will seek to take action against any owner of any vessel which has sunk and has failed to be removed.

**Countryside Stewardship Funding** - the current grant aid comes to an end in October 2018, the Countryside Team will be applying to the new scheme in the new year of 2018. The area which will be eligible for grant aid will reduce and so the amount of funding is not clear also the new system involves bidding so there is no guarantee of acceptance onto the scheme. This is due to the uncertainty over the future of these agri-environmental grant schemes as they derive from European funding.

**Expansion of the museum’s outreach programme**
The expansion of the museum outreach programme has increased the pressure on resources and model structure.

With the expansion of the museum’s outreach programme, which resulted in the acquisition of 3 more display cases, the team has been feeling stretched to keep up with a heavily expanding workload. The museum’s outreach programme has brought in more partners and therefore more work for the team. We are now managing volunteers, delivering reminiscence sessions in community centres, and working with students. This is all a positive part of our strategy, but the model might become unsustainable in the future if there is not an investment in resources.

**Areas for action**
**Lower Green**

In December Council approved a sum of up to £200,000 to improve safeguarding for users and ensure the building met statutory compliance with a view to reopening in May 2018. Work is currently progressing on tendering these works.
Officers are also looking for professional catering companies who may be interested in taking on the running of the food and beverage associated with planned activities i.e. coffee mornings, Sunday lunchtime football.

At the same time, a joint funding bid has been submitted to the Tudor Trust working with Surrey Community Action. A new Community Development Worker has been appointed with a view to the new post starting in early April.

Regular updates are being sent to the local community with further meetings to be held at suitable milestones during the project.

**Gypsy, Roma, Traveller**

Working with the newly established task group, review the recent Gypsy, Roma, Traveller (GRT) incursions including a review of Byelaws and possibly transit sites.

**Oxshott Heath Conservators** - the OHC are progressing towards closing their direct management of the heath and transferring the management responsibilities to EBC Countryside Team. As they were created by an Act of Parliament there will be some legal steps to take before this process is completed and so the timescale is unknown. It is likely that additional resources will be required by the Countryside Team to progress effective management but as the timescale is uncertain this remains on hold.

**Countryside Strategy** - the last strategy ran from 2007 to 2012 and described the council approach to managing its countryside estate. It was decided to pause the review in 2012 until the Esher Common SSSI restoration and Management Plan was reviewed and Naturals England’s input could be considered. Feedback has now been received from Natural England and the countryside team are now in a position to undertake a review and produce a new Strategy for the next 5 years.

**Understand and broaden museum audiences** - The Museum plans to develop an Audience Development Plan that will identify and prioritise key user groups, and will help the museum to broaden the ways the service reaches out to potential audiences. The key objectives of the plan are:

- To identify existing audiences, their needs, and expectations
- To identify target audiences and suggest ways to attract and encourage new audiences at our new different sites
- To identify physical, social and intellectual barriers to Elmbridge Museum in its current state and suggest ways that those barriers may be removed.

### Forward planning and next projects etc.

**Leisure contract retender 2021** – preliminary work will be taking place in 2018/19 in advance of going out to tender on the leisure management contract. An indoor leisure facility needs assessment is currently being undertaken to help inform the decision making process.

**Playing Pitch Strategy** - work is currently underway to update the previous (2013) Playing Pitch Strategy to identify the supply and demand of sports pitches for the future population growth of the borough.

**Review of More Card** – A review will be carried out to determine whether the Council’s leisure card scheme still meets our objectives.
and whether changes need to be implemented in advance of the start of the new leisure management contract in 2021.

Playhouse – In the light of a better than expected condition survey of the building, we are expecting to get between 5 and 10 years productive use from the facility. Officers will plan for the minor maintenance works to ensure that the building is in an acceptable condition and look forward to its continued use as an important performance arts venue for years to come.

Cemeteries - Carry out an initial scoping exercise to Explore the possibility of on-line public access of burial records.

Cemeteries – Work with Burleys to review and improve the attractiveness of cemetery flower beds