



13 July 2022

Dear Councillor

Summons to a Meeting of the Full COUNCIL

I hereby summon you to attend the meeting of the Full Council to be held on **Thursday, 21 July 2022 at 7.30 pm. The meeting will be held at Council Chamber, Runnymede Civic Centre, Addlestone.**

A handwritten signature in black ink, appearing to read 'Paul Turrell', with a long horizontal flourish underneath.

PAUL TURRELL
Chief Executive
01932 425500
Email: paul.turrell@runnymede.gov.uk

A G E N D A

1. **Mayor's Announcements**

2. **Minutes**

To approve and sign, as a correct record, the Minutes of the Meeting of Council held on 18 May, 2022, as previously circulated.

3. **Apologies for Absence**

4. **Declarations of Interest**

If Members have an interest in an item, please record the interest on the form circulated with this Agenda and email it to the Democratic Services Manager by 5pm on the day of the meeting. Members are advised to contact the Corporate Head of Law and Governance prior to the meeting if they wish to seek advice on a potential interest.

5. **Speaking or Questions from Members of the Public under Standing Order 12**

Any Questions received will be circulated separately.

6. **Petitions**

To receive any petitions from Members of the Council under Standing Order No 19.

7. **Questions from Members of the Council under Standing Order 13**

Question from Councillor Hulley to the Leader of the Council:

“Has Runnymede Borough Council adopted the Motor Neurone Disease Association (MND) 5 Point Charter to help those suffering from the disease in Runnymede?”

Question from Councillor S Whyte to the Leader of the Council:

“I think we all agree that Runnymede is a lovely place and many of us enjoy its green spaces and waterways. I was shocked, therefore, to read the state of many of our rivers and streams which have deteriorated considerably between 2013 and 2019, mainly due to sewage discharge. These include The Bourne at Chertsey, Virginia Water Lake and The Moat at Egham, all of which have an ecological status of poor.*

What has the Administration done in the intervening period to bring about improvements to the ecological status of our waterways?”

**Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) Scoping Report for the 2040 Local Plan.*

8. **Recommendation from Environment and Sustainability Committee - 9 June 2022 - Food Service Plan 2022/23**

To consider the following Minute and recommendation from Environment and Sustainability Committee held on 9 June 2022. The full agenda report and related appendix was circulated with the agenda for that Committee and is available on the website.

Members received the proposed Food Service Plan for 2022/23. The Committee was advised that the Food Standards Agency (FSA) had introduced changes to the national food safety inspection programme in response to national shortfalls in inspection targets due to the Covid pandemic. This had evolved into a ‘Covid recovery plan’ with priority led expectations based on risk. Despite resourcing issues Runnymede had been able to maintain a high level of output and exceeded the minimum level of service outlined in the FSA recovery plan.

As well as delivering 336 interventions at food premises, 55 new businesses received an on-site inspection, and 132 written warnings were issued. This was in addition to responding to over 200 service requests and over 100 non-Covid infectious disease notifications. The skills and labour shortages within the hospitality sector had hampered the post covid recovery for many small businesses. Runnymede had introduced the option of in person training and online training on the Food Hygiene Rating Scheme (FHRS) for local businesses. Officers advised the Committee that generally the hospitality industry appeared to have recovered well from the effects of the pandemic, but the recent cost of living crisis now appeared to be having an effect.

The problem of business premises mis-handling food waste was raised. Officers advised the Committee that all businesses had to enter into a food waste contract and action could be taken against businesses in breach of this. Members were asked to inform the Environmental Services team of any problematic premises in their wards so the appropriate action could be taken.

Recommend to Full Council on 21 July 2022 that:

The Food Service Plan for 2022/23 be approved in accordance with Article 4 of the constitution

9. **Recommendation from Corporate Management Committee - 23 June 2022 - Runnymede Joint Committee - Constitution Changes**

To consider the following Minute and recommendation from Corporate Management Committee held on 23 June 2022. The full agenda report and any related appendix was circulated with the agenda for that Committee and is available on the website.

The Corporate Head of Law & Governance reminded the Committee that Local Authorities could discharge their functions via delegations to Committees, Sub Committees, Officers or in some cases, including Runnymede, Joint Committees.

Following a review of its powers of delegation, Surrey County Council had decided that the transfer of executive highway functions be removed from the Runnymede Joint Committee's remit and returned to Surrey County Council to be discharged by its officers.

The Corporate Head of Law & Governance confirmed to a number of Members that as the decision had already been made by Surrey County Council there was no conflict of interest for any dual hatted Councillors. The report therefore merely sought to amend the constitution of the Joint Committee to reflect the decision of Surrey County Council.

The Corporate Head of Law & Governance added that Surrey County Council's rationale for making the decision was to try and expedite the issues raised by residents.

Members were disappointed with the action as the Joint Committee was considered a useful gateway into addressing county functions on residents' behalf.

A twin-hatted Member reported that changes were afoot with how Surrey County Council would communicate with residents, as well as District and Borough Councils that was hoped would benefit all parties.

Recommend to full Council on 21 July,2022 that –

the Runnymede Joint Committee constitution be updated to reflect the transfer of executive highway functions from its remit.

10. **Recommendation from Corporate Management Committee - 23 June 2022- Chertsey Depot Site - Proposal for Refurbishment**

To consider the following Minute and recommendation from Corporate Management Committee held on 23 June 2022. The full agenda report and any related appendix was circulated with the agenda for that Committee and is available on the website.

The Corporate Head of Environmental Services sought Committee approval for a capital estimate for the purposes of refurbishment and upgrade of the Chertsey Depot following a report into Health and Safety that begun in November 2020.

A feasibility study of the depot was subsequently undertaken and three options were presented for the site. The proposal would deliver all essential work to bring the depot up to the minimum Health & Safety standard, including enhanced security arrangements for the depot premises including new lighting, CCTV and clocking on and off capacity for staff.

It would also ensure a provision for electric charging capability for new equipment and vehicles in anticipation of future electrification of equipment and fleet.

The Corporate Head of Environmental Services confirmed that opting for the minimum option would not preclude the Council going for a comprehensive redevelopment of the site in future, but the middle ground option was being sought in the interim partly due to

the Council not being in a position to fully electrify its fleet, but an alternative fuel source would be considered in the interim.

The Corporate Head of Environmental Services confirmed that the Corporate Head of Community Services was also aware of the proposals.

Recommend to full Council on 21 July,2022 that –

a capital estimate in the sum reported and the procurement of the works contract for the commencement of refurbishment and upgrade of the Ford Road Depot prior to grounds maintenance and green spaces services being relocated and delivered in-house from the depot premises in April 2023 be approved.

11. Recommendation from Corporate Management Committee 23 June 2022 - Safer Runnymede Staffing

To consider the following Minute and recommendation from Corporate Management Committee held on 23 June 2022. The full agenda report and any related appendix was circulated with the agenda for that Committee and is available on the website.

The Chief Executive reported that following the awarding of several new contracts Safer Runnymede would require an increase in staff to be able to deliver those contracts as well as provide capacity to pursue other revenue opportunities with neighbouring authorities.

The Committee Vice Chair considered it a good investment that moved the Council towards being self-sufficient with its CCTV, as well as providing the lead throughout the county to offer a good quality CCTV service and support police colleagues.

Recommend to full Council on 21 July,2022 that –

Subject to Community Services Committee supporting the increase in staffing establishment, the recruitment of 1.5 Full-time CCTV operators, funded from revenues associated with providing CCTV monitoring services to other Councils be approved.

12. Recommendations from Overview and Scrutiny Select Committee -7 July,2022 and Corporate Management Committee- 14 July, 2022

To consider the recommendations on the matters listed below from the Overview and Scrutiny Select Committee held on 7 July,2022 and Corporate Management Committee held on 14 July 2022. These recommendations will be included on the Supplementary Summons which will be circulated in due course. The Agenda reports associated with these recommendations were circulated to all Members with the Agendas for those Committee meetings and are available on the website.

- a) Recommendation from Overview and Scrutiny Select Committee - Annual Report of the Overview and Scrutiny Function
- b) Recommendation from Corporate Management Committee - Addlestone One Cladding

13. Notices of Motion from Members of the Council under Standing Order 15

To consider any Motions registered under Standing Order 15.

14. Minority Group Priority Business

To consider any item of Minority Group Priority business registered under Standing Order

23. Any item of such business will be circulated separately with this Summons.

15. **Press and Public to be Excluded by Resolution**

To consider any items so resolved at the meeting.