

Corporate Management Committee

Thursday, 22 June 2023 at 7.30 pm

Council Chamber - Civic Centre

Members of the Committee

Councillors: T Gracey (Chairman), C Howorth (Vice-Chair), D Coen, M Cressey, L Gillham, R King, I Mullens, M Nuti, S Ringham, P Snow, D Whyte and M Willingale

In accordance with Standing Order 29.1, any Member of the Council may attend the meeting of this Committee, but may speak only with the permission of the Chairman of the Committee, if they are not a member of this Committee.

AGENDA

Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr G Lelliott, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425620). (Email: gary.elliott@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- 4) 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.
- 5) Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media audio-recording, photography and filming in the Committee meeting.

List of matters for consideration	<u>Page</u>
Part I	
Matters in respect of which reports have been made available for public inspection	
1. Notification of Changes to Committee Membership	
2. Minutes	5 - 11
To confirm and sign, as a correct record, the minutes of the Corporate Management Committee held on 25 May 2023.	
To confirm and sign, as a correct record, the minutes of the Appointments Sub-Committee held on 26 April 2023.	
3. Apologies for Absence	
4. Declarations of Interest	
Members are invited to declare any disclosable pecuniary interests or other registrable and non-registrable interests in items on the agenda.	
5. Referrals from Committees	
a) Referral from the Housing Committee - Establishing a Housing Systems and Revenue Team	12 - 13
To consider the recommendation of the Housing Committee held on 7 June 2023.	
b) Referral from the Housing Committee - Building Safety Act	14
To consider the recommendation of the Housing Committee held on 7 June 2023.	
c) Referral from the Community Services Committee - Open Space Development Resource Capacity	To Follow
To consider the recommendation of the Community Services Committee held on 15 June 2023.	
6. Employee wellbeing strategy and associated policies	15 - 53
7. Health and Safety Policy	54 - 80
8. Appointments to Outside Bodies - second round	81 - 91
9. Appointment to the Surrey Police and Crime Panel	
The Corporate Management Committee is invited to exercise its powers, as stated in paragraph 1.3 of the Committee Responsibilities section of the Constitution, to make this decision on behalf of the Council. The matter requires an urgent decision and cannot be delayed until the meeting of the Council on 20 July 2023 as the Surrey Police and Crime Panel is due to hold its annual meeting on 29 June 2023.	
Runnymede Borough Council is able to appoint one member to the Surrey Police and Crime Panel for a term of four years. Runnymede's representative between 2019 and 2023 was Councillor John Furey.	

Surrey Police and Crime Panel meetings are held at 10.30am at Surrey County Council's offices at Woodhatch Place in Reigate. Further details about these meetings can be found on the [Surrey County Council website](#).

Recommendation:

To nominate a member of the Council as Runnymede Borough Council's representative on the Surrey Police and Crime Panel Joint Committee to serve until May 2027.

10. **Standing Order 42 - Re-grading of the Corporate Head of Human Resources and Organisational Development post** 92 - 97

Urgent decision 1022 made in accordance with Standing Order 42 is attached for the Committee's information.

(For information)

11. **Exclusion of Press and Public**

Part II

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

12. **Referral from the Community Services Committee - Addlestone Day Centre Provision** To Follow

To consider the recommendation of the Community Services Committee held on 15 June 2023.

13. **Student FM Procurement Update** 98 - 102
14. **Update on Abbey Groves** 103 - 109
15. **Procurement of Occupational Health Services** 110 - 112