

Corporate Management Committee

Thursday, 23 November 2023 at 7.30 pm

Council Chamber - Civic Centre

Members of the Committee

Councillors: T Gracey (Chairman), C Howorth (Vice-Chair), D Coen, MD Cressey, L Gillham, S Jenkins, R King, 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 6 - 11
	To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 12 October 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.	Reconsideration of the 25 May 2023 minutes 12 - 17
	Due to a technical issue with the minutes of the meeting held on 25 May 2023, the full minute text for items 13 (Grounds Maintenance - Vehicles & Equipment) and 14 (Procurement of Insurances) did not display on the document that was considered by the Committee at its meeting on 22 June 2023. The text was however displayed on the webpage for 25 May 2023 meeting . There has been no change to the content of any item aside from those listed above.
	The Committee is therefore asked to consider the minutes for these items and confirm the agreement of the minutes of the Corporate Management Committee held on 25 May 2023 (attached).
6.	Recommendations from committees
a)	Standards and Audit Committee - provision of internal audit services To Follow
	The report associated with this item was circulated to all members with the agenda for the 21 November 2023 meeting of the Standards and Audit Committee.
	A recommendation will follow after the Committee has met.
b)	Environment and Sustainability Committee - Implications of climate change for Runnymede Borough Council To Follow
	The report associated with this item was circulated to all members with the agenda for the 16 November 2023 meeting of the Environment and Sustainability Committee.
	A recommendation will follow after the Committee has met.
7.	Electric Vehicle Strategy 18 - 46
8.	Draft Climate Change Action Plan 47 - 202
9.	Release of previously agreed funds to enable alteration to staffing structure in the Planning, Economy and Built Environment service 203 - 206

10.	Reserve Forces Policy	207 - 215
11.	Proposed Fees and Charges 24/25	216 - 224
12.	Council Tax Support Scheme 2024/25	225 - 492
13.	Review of Household Support Fund (Fourth Round)	493 - 506
14.	Treasury Management Report - Mid Year 2023/24	507 - 525
15.	Budget Monitoring Report - April 2023 to September 2023	526 - 539
16.	To adopt a policy in respect of councillor surgeries and to approve funding to cover the cost of premises hired for councillor surgeries for the financial year 2023/24 and for the hiring of premises in which to conduct councillor surgeries for future financial years	540 - 546
17.	Minor amendment to the Constitution - recommendation from the Constitution Member Working Party	547 - 548
18.	S042 - Urgent Action	
	a) 1028 - To report urgent action taken regarding a virement of money from the Planning Policy budget to the Climate Change budget to underpin the production of Heat Decarbonisation Plans for the Hythe Community Centre and Manor Farm Day Centre and other technical information to underpin a funding bid for round 3c of the Public Sector Decarbonisation Scheme	549 - 553
	b) 1029 - To report urgent action taken regarding business rates pooling 2024/25	554 - 558
19.	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

20.	Recommendations from committees	
	a) Community Services Committee - Procurement of Digital Alarms	559 - 560
	The report associated with this item was circulated to all members with the exempt agenda for the 9 November 2023 meeting of the Community Services Committee.	
	The Committee's recommendation is attached.	
	<i>Note: The recommendation document does not contain any exempt information. Please refer to the Committee report for this.</i>	
	b) Environment and Sustainability Committee - Environmental Services and GIS restructure incorporating Environmental Health and Licensing, Engineering, Green Spaces, Grounds Maintenance, and Street Naming and Numbering	To Follow
	The report associated with this item was circulated to all members with the exempt agenda for the 16 November 2023 meeting of the Environment and Sustainability Committee.	

A recommendation will follow after the Committee has met.

21. **Building Compliance**

561 - 565