



COUNCIL MEETING

TUESDAY, 10 OCTOBER 2017

ORDER PAPER

WEBCASTING NOTICE

This meeting will be recorded for live and/or subsequent broadcast on the Council's website. The whole of the meeting will be recorded, except where there are confidential or exempt items, and the footage will be on the website for six months.

If you make a representation to the meeting, you will be deemed to have consented to being recorded. By entering the Council Chamber, you are also consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

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On behalf of all councillors, I would like to welcome you to this evening's meeting. I should be grateful if you would ensure that your mobile phones and other hand-held devices are switched to silent during the meeting. If the fire alarm sounds during the course of the meeting - we are not expecting it to go off - please leave the Council Chamber immediately and proceed calmly to the assembly point in Millmead on the paved area adjacent to the river as you exit the site.

This Order Paper sets out details of those members of the public who have given advance notice of their wish to ask a question or address the Council in respect of any matter on the agenda or any matter relevant to the functions, powers, or duties of the Council. It also sets out details of any written questions to be asked by councillors, together with any motions or amendments to be proposed by councillors in respect of the business on the agenda.

Unless a member of the public has given notice of their wish to ask a question or address the Council under the Public Participation item, they will not be permitted to speak. Those who have given notice may address the Council for a maximum of three minutes. Speakers may not engage in any further debate once they have finished their speech.

Councillor Nigel Manning
The Mayor of Guildford

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Honorary Freeman Bill Bellerby MBE

The Mayor to ask councillors to stand to observe a minute's silence in memory of Honorary Freeman Bill Bellerby MBE, who died on 19 September 2017.

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 DISCLOSURES OF INTEREST

To receive and note any disclosable pecuniary interests from councillors. In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, the councillor must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

3 MINUTES (Pages 1 - 10 of the Council agenda)

To approve the minutes of the meeting of the Council held on 25 July 2017.

4 MAYOR'S COMMUNICATIONS

To receive any communications or announcements from the Mayor.

5 LEADER'S COMMUNICATIONS

To receive any communications or announcements from the Leader of the Council.

The Leader has indicated that he would like to comment on the passing of Honorary Freeman Bill Bellerby MBE.

Councillors shall have the opportunity of asking questions of the Leader in respect of his comments.

6 PUBLIC PARTICIPATION

Statements:

Mr George Dokimakis has given notice of his wish to address the Council meeting in tribute to Bill and Doreen Bellerby.

7 QUESTIONS FROM COUNCILLORS

Councillor Susan Parker to ask the Deputy Leader of the Council, Councillor Matt Furniss, the following question:

"May I ask the Deputy Leader to please explain the financial implications of the proposals in the Twinning and International Relationships report (see Item 8 on the Council agenda), including:

- (1) *Will there be any promotion of investment in property within the Guildford area as part of this delegation's activities?*

- (2) *What is the policy on publicising inward property investment? Given paragraph 7.2 (e) of the report, noting that one of the potential benefits is deemed to be “To promote Guildford and the UK as a destination for investment” will the Council’s representatives confirm that they will not be encouraging inward property investment from Chinese investors to the Guildford area?*
- (3) *How will accommodation and entertainment be paid for? Is this included in the budget of £5,000 as mentioned in paragraph 12.3 of the report?*
- (4) *Will councillors receive any airmiles personally as a result of this trip?*
- (5) *Given anecdotal comment on a culture of gift exchange within China, please explain the cost of any proposed gifts to be provided by the Guildford delegation, together with the policy on any gifts received by our delegation.”*

The Deputy Leader’s response is as follows:

- (1) *Will there be any promotion of investment in property within the Guildford area as part of this delegation’s activities?*

The Council delegation will not be initiating any discussion on residential property investment.

- (2) *What is the policy on publicising inward property investment? Given paragraph 7.2 (e) of the report, noting that one of the potential benefits is deemed to be “To promote Guildford and the UK as a destination for investment” will the Council’s representatives confirm that they will not be encouraging inward property investment from Chinese investors to the Guildford area?*

We do not have a policy on publicising inward property investment.

- (3) *How will accommodation and entertainment be paid for? Is this included in the budget of £5,000 as mentioned in paragraph 12.3 of the report?*

The cost of accommodation and meals is included within the revised figures set out in the Supplementary information referred to on page 4 of this Order Paper (see below), or will be met by Dongying Municipal Government when the delegation visits the city on 15 and 16 October 2017. The schedule for the visit is extremely full with very little time for entertainment or non-business activities, but any personal expenditure will be met by individual delegates themselves.

- (4) *Will councillors receive any airmiles personally as a result of this trip?*

No.

- (5) *Given anecdotal comment on a culture of gift exchange within China, please explain the cost of any proposed gifts to be provided by the Guildford delegation, together with the policy on any gifts received by our delegation.”*

The principal gifts for those hosting meetings and visits by the Guildford delegation in Dongying and Beijing are kindly being provided by the British Embassy in Beijing at no cost to the Council. The delegation will also take other small gift items, such as pens, lapel pins and small prints of Guildford. The cost will be small and will be met from within existing budgetary provision.

The policy on gifts received by the Guildford delegation is set out in our codes of conduct for councillors and officers.

Councillor Matt Furniss
Deputy Leader of the Council

8 TWINNING AND INTERNATIONAL RELATIONSHIPS (Pages 11 – 22 of the Council agenda)

Supplementary Information

The following information is provided to give the Council further background on the proposals set out in the report. The Dongying Municipal Government has confirmed that it would like to offer up to £5,660 (50,000 RMB) towards the Council's travel costs in respect of the visit to Dongying on 15 and 16 October 2017.

Section 3 of the report - Review of Town Twinning

The minutes of the meetings of the Town Twinning Working Group held on 20 June and 10 July 2017, which form the basis of the recommendations included in the report, are attached respectively as Appendices 1 and 2 to this Order Paper.

Section 7 - Dongying, China

A copy of the Guildford delegation's schedule in Beijing and Dongying is attached, for information, as Appendix 3 to this Order Paper.

Section 12 - Financial Implications

A breakdown of the costs associated with the Council's delegates' visit to Dongying (and Beijing) is provided below:

	£
Flights (for three passengers) British Airways (Economy) London Heathrow to Hong Kong Cathay Dragon (Economy) Hong Kong to Beijing Hainan Airlines (Economy) Beijing to Dongying Hainan Airlines (Economy) Dongying to Beijing British Airways (Economy Plus) Beijing to London Heathrow	4,306
Accommodation (three nights for three people) at the Hilton Beijing Capital Airport Hotel	1,802
Visas (for three people)	817
Local Currency for travel, subsistence and incidental expenses	209
Total:	7,134

Dongying Municipal Government has already made arrangements to meet the cost of the delegation's accommodation in the City on 15 and 16 October. If the Council accepts the offer by Dongying Municipal Government to contribute up to £5,660 towards the travel costs, the net cost to the Council would be £1,474.

Section 13 - Legal Implications

Paragraph 13.1 in the report should be replaced by:

"13.1 We can rely on Section 1 of the Localism Act 2011, which applies a general power of competence to local authorities in England, to authorise existing and new twinning and partnership arrangements."

Voting on this matter

The Mayor to propose and the Deputy Mayor to second that the vote on paragraphs (1), (2) and (3) of the Motion (see below) be conducted by way of a show of hands, and that all other votes taken in relation to this matter, including any amendments, be conducted by way of separate recorded votes.

The Motion

The Deputy Leader of the Council, Councillor Matt Furniss to move, and the Leader of the Council, Councillor Paul Spooner, to second, the adoption of the following motion:

- “(1) That proposed work to develop and strengthen our existing relationship with Freiburg, referred to in the report submitted to the Council, be supported.
- (2) That the twinning arrangement with Bar-le-Duc be formally ended.
- (3) That discussions to progress the establishment of a new formal twinning agreement with Versailles be supported.
- (4) That the Leader and Managing Director be authorised to sign a proposed partnership agreement with Dongying, as set out in Appendix 1 to the report submitted to the Council.
- (5) That the Council considers whether it wishes to accept a contribution of up to £5,660 from the Dongying Municipal Government towards the travel costs of the Leader, Deputy Leader and Managing Director when visiting Dongying.

Reason for Recommendation:

To develop new international relationships and enhance existing twinning arrangements to maximise the benefits for Guildford residents”.

Comments:

Councillor David Reeve
Councillor Bob McShee
Councillor David Goodwin
Councillor Angela Gunning
Councillor Tony Rooth

Amendment No. 1

Councillor Susan Parker to propose the following amendment:

Substitute the following in place of paragraphs (4) and (5) of the motion:

“(4) That the proposed partnership arrangement with Dongying, including the proposed visit on 15 and 16 October 2017, be cancelled in the interest of conserving public funds.”

Councillor David Reeve to second the amendment.

Amendment No. 2

Councillor Tony Rooth to propose the following amendment:

Substitute the following in place of paragraph (4) of the motion:

“(4) That the Leader, Deputy Leader and Managing Director be authorised to visit Beijing and Dongying to investigate and assess in a thorough and objective way the possibility of

partnership with Chinese cities and, in particular, Dongying, and to then submit a comprehensive report with recommendations for consideration by the Council at a future meeting."

Councillor Jenny Wicks to second the amendment.

9 COMMUNITY GOVERNANCE REVIEW: NORMANDY PARISH (Pages 23 – 38 of the Council agenda)

The Deputy Leader of the Council, Councillor Matt Furniss to move, and Councillor David Bilbé, to second, the adoption of the recommendations contained in the report submitted to the Council, which are set out in full below:

- “(1) That a community governance review of Normandy Parish be conducted in accordance with the requirements of Chapter 3 of Part 4 of the Local Government and Public Involvement in Health Act 2007, as described in the report submitted to the Council.
- (2) That the terms of reference in respect of the community governance review including the proposed timetable, as set out in Appendix 1 to the report, be approved and published.
- (3) That the Democratic Services Manager be authorised to conduct the community governance review on the Council’s behalf and to take all necessary action to comply with the Council’s statutory obligations in that regard.

Reason for Recommendation:

To address the community governance petition received in respect of this matter with a view to ensuring that community governance within the area under review is:

- reflective of the identities and interests of the community in that area; and
- is effective and convenient”.

Comments:

None

10 DRAFT TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS FOR 2018-19 (Pages 39 – 42 of the Council agenda)

The Deputy Leader of the Council, Councillor Matt Furniss to move, and the Leader of the Council, Councillor Paul Spooner, to second, the adoption of the recommendations contained in the report submitted to the Council, which are set out in full below:

“That the proposed timetable of Council and Committee meetings for the 2018-19 municipal year, as set out in Appendix 1 to the report submitted to the Council, be approved.

Reason for Recommendation:

To assist with the preparation of individual committee work programmes.”

Comments:

None

11 REPORT OF THE HEARINGS SUB-COMMITTEE ON RECOMMENDED SANCTIONS AGAINST COUNCILLOR DAVID REEVE (Pages 43 – 52 of the Council agenda)

In the absence of a procedure in the Constitution for dealing with sanctions recommended by the Hearings Sub-Committee referred to full Council, the Mayor, Councillor Nigel Manning to move, and the Deputy Mayor, Councillor Mike Parsons to second the adoption of the first motion set out below:

First Motion:

“That the following procedure for dealing with this matter at this meeting, be approved:

- Before the debate on this matter, the Council shall hear representations (if any) from the two complainant councillors and the subject member about the recommended sanctions, each of whom shall have up to five minutes for this purpose.
- After hearing the representations from the three councillors about the recommended sanctions, the Mayor will ask all of them to absent themselves from the Chamber whilst the Council debates and votes on the matter.
- The five members of the Sub-Committee, who heard the evidence at the hearing, shall remain in the Council meeting, and may participate in the debate and vote thereon.
- After the Council has debated and voted on the recommended sanctions, the three councillors will be invited back into the Chamber”.

Second Motion:

Councillor Gordon Jackson, chairman of the Hearings Sub-Committee on 11 September 2017, to propose, and Councillor Richard Billington to second, the following motion:

“That the Council agrees that the recommendations from the Hearings Sub-Committee that the following sanctions should be applied to the Subject Member:

- (i) That the Subject Member be asked to apologise specifically to Laura Howard, Principal Planning Officer, regarding the disclosure of the confidential information.
- (ii) That the Subject Member be requested to participate in appropriate training, on a one-to-one basis, on the role of the councillor and their responsibilities under the Code of Conduct, in particular reconciling their representational role with their obligations under the Code.

were appropriate and proportionate in view of the finding that the Subject Member had breached the Code of Conduct”.

Comments:

Councillor Liz Hogger

12 MINUTES OF THE EXECUTIVE (Pages 53 - 62 of the Council agenda)

To receive and note the minutes of the meeting of the Executive held on 18 July 2017, which are attached to the Council agenda.

Comments:

None

13 COMMON SEAL

To order the Common Seal.

**TOWN TWINNING WORKING GROUP
MINUTES OF A MEETING ON 20 JUNE 2017**

Present

Councillor Matt Furniss, Deputy Leader of the Council (Chairman)
Councillor Paul Spooner, Leader of the Council
Councillor David Goodwin
Councillor Gordon Jackson
Councillor Nikki Nelson-Smith
Councillor Pauline Searle

Officer Support

Stephen Benbough, Policy and Partnerships Manager
Philippa Coldham, Policy Officer
Diana Roberts, Marketing and Tourism Development Manager

1. APOLOGIES FOR ABSENCE

Councillor Angela Gunning.

2. MINUTES

Noted.

3. RELATIONSHIP WITH FREIBURG

The Group reviewed the outcomes of the meeting with the Guildford-Freiburg Association on 24 January 2017 and confirmed that the Council would:

- continue to include periodic articles in About Guildford to promote the twinning relationship; and **SB**
- support the Association with the design and production of improved literature to promote tourism (including in German). **DR**

Matt Furniss would contact Peter Slade of the Guildford-Freiburg Association on the following outstanding actions: **MF/PC**

- the provision of contact details for Freiburg from any business and environmental presentations that he had attended;
- information on activities undertaken by Freiburg's other twins to promote their twinning relationship, including events; and
- copies of promotional and other literature produced by the Association.

The Group felt that the Council should become more proactive in leading the relationship with Freiburg in respect of economic, tourism and business links. To this end, it was agreed that Surrey Chambers of Commerce should be invited to the next meeting to assist with discussions about options and activities to take this forward. **PC**

4. POTENTIAL NEW TWINNING/PARTNERSHIP ARRANGEMENTS

Dongying, China

The Group noted that a delegation from Dongying would be visiting Guildford on 17 July 2017 and had expressed an interest in developing a “Friendly Exchange Relationship”.

The Group expressed support for a proposed partnership agreement in principle and members were asked to circulate suggestions for areas that the relationship should focus upon.

All

Versailles, France

The Group noted that the British Embassy in Paris had been approached by Versailles about identifying a suitable British twin. The Embassy had suggested that Guildford would make an excellent twin for Versailles.

The Group responded positively towards a potential twinning with Versailles and, therefore, Matt Furniss would respond to the British Embassy to progress this.

MF

The Council would need to engage residents as part of this process and particularly representatives of the local French community.

5. GOVERNANCE AND ADMINISTRATIVE SUPPORT FOR TWINNING

The Group recognised that further consideration would need to be given to resourcing the support required for developing and enhancing Guildford’s twinning and partnership arrangements. Matt Furniss would liaise with the Head of Financial Services on this matter.

MF

6. DEVELOPING TOWN TWINNING

Members of the Group were invited to review the objectives of town twinning and the desirable characteristics of twin towns and to circulate their thoughts on the reasons, benefits and justifications for pursuing the proposed new relationships with Dongying and Versailles.

All

7. DATE OF NEXT MEETING

The next meeting of the Group would be held on Monday 10 July 2017 at 11:00am in Room 8 (Hatchlands), Millmead House.

**TOWN TWINNING WORKING GROUP
MINUTES OF A MEETING ON 10 JULY 2017**

Present

Councillor Matt Furniss, Deputy Leader of the Council (Chairman)
Councillor David Goodwin
Councillor Angela Gunning
Councillor Gordon Jackson

Officer Support

Simon Ash, Economic Development Officer
Stephen Benbough, Policy and Partnerships Manager
Philippa Coldham, Policy Officer

Surrey Chambers of Commerce

Sarah Butcher, Membership Manager

1. APOLOGIES FOR ABSENCE

Councillor Paul Spooner, Nikki Nelson-Smith, Pauline Searle and Diana Roberts.

2. MINUTES

Noted.

3. RELATIONSHIP WITH FREIBURG

The Group agreed that the Council would become more proactive in leading the relationship with Freiburg in respect of economic, tourism and business links.

4. NEW TWINNING AND PARTNERSHIP OPPORTUNITIES

(a) Dongying, China

The Group agreed that it was happy to develop links between Guildford and Dongying.

Surrey Chambers of Commerce expressed support for the proposed partnership and would wish to be involved as this progressed.

PC

Sarah Butcher would provide the Group with contacts for the British Council and Britain-China Business Council.

SB

The Group asked that information be collated about the links between other UK and Chinese towns and cities.

PC

(b) Shangqui, China

The Group noted that Matt Furniss had met with a representative from Shangqui to discuss links with Guildford. It was agreed that this relationship would focus on business links and agriculture, rather than a formal twinning arrangement.

A further meeting would be arranged, including Surrey Chambers of Commerce, Surrey County Agricultural Society and other relevant partners.

PC

(c) Versailles, France

The Group noted that the British Embassy had received Guildford's declaration of interest to twin with Versailles, and discussions had begun on

links the relationship would focus upon.

The Group agreed that it should start identifying those who would be suitable for cultural exchanges, such as the Guildford Friary Band. **PC**

Nikki Nelson-Smith had been asked to provide contact details of French groups and associations in the Borough. **NNS**

5. GOVERNANCE AND ADMINISTRATIVE SUPPORT FOR TWINNING

Matt Furniss would liaise with the Head of Financial Services concerning the financial and officer support required to develop and enhance Guildford's twinning and partnership arrangements. **MF**

6. DEVELOPING TOWN TWINNING

The Group noted the guideline documents on the objectives of town twinning and desirable characteristics of twin towns.

7. DATE OF NEXT MEETING

Dates would be canvassed for the next meeting of the Group in October 2017. **PC**

ITINERARY FOR THE GUILDFORD DELEGATION IN BEIJING AND DONGYING

Friday 13 October 2017

6.40pm Flight from London Heathrow to Hong Kong

Saturday 14 October 2017

1.40pm Arrive in Hong Kong

4.00pm Flight from Hong Kong to Beijing

7.20pm Arrive at Beijing Capital Airport

(Overnight stay at Hilton Beijing Capital Airport Hotel)

Sunday 15 October 2017

6.30am Flight from Beijing to Dongying

7.40am Arrive at Dongying Shengli Airport

8.00am Meet at Blue Horizon Hotel (including representative of British Embassy)

9.00am Visits to

Urban Plan Exhibition Hall
Dongying Vocational College
Kerui Group

1.30pm Visits to

Fangyuan Copper
Horticultural Garden
Wanda Group

5.30pm Official Meeting at Blue Horizon Hotel, Dongying

(Overnight stay at Blue Horizon Hotel)

Monday 16 October 2017

9.00am Visit Sunwu Lake Resort

1.30pm Visit Yellow River Delta National Nature Reserve

7.10pm Flight from Dongying to Beijing

8.20pm Arrive at Beijing Airport

(Overnight stay at Hilton Beijing Capital Airport Hotel)

Tuesday 17 October 2017

10.30am Visit to Neusoft Xikang, Beijing with representative of British Embassy

2.00pm Visit to Baidu, Beijing with representative of British Embassy

4.00pm Meeting with Chairman of Zhongguancom Software Science Park, Beijing with representative of British Embassy

(Overnight stay at Hilton Beijing Capital Airport Hotel)

Wednesday 18 October 2017

11.15am Return flight from Beijing Capital Airport to London Heathrow

3.30pm Arrive at London Heathrow

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