



GUILDFORD  
B O R O U G H

**COUNCIL MEETING**

**TUESDAY, 11 OCTOBER 2022**

**ORDER PAPER**

**ORDER PAPER (Pages 1 - 8)**

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TUESDAY 11 OCTOBER 2022

### ORDER PAPER

#### WEBCASTING NOTICE

This meeting will be recorded for live and/or subsequent broadcast on the Council's website in accordance with the Council's capacity in performing a task in the public interest and in line with the Openness of Local Government Bodies Regulations 2014.

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 have any queries regarding webcasting of meetings, please contact Committee Services.

I would like to welcome everyone to this evening's meeting of the Council.

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 business on tonight's agenda. It also sets out details of any questions submitted by councillors together with any motions and 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 Item 7 (Public Participation), 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 Dennis Booth*  
*The Mayor of Guildford*

Time limits on speeches at full Council meetings:	
Public speaker:	3 minutes
Response to public speaker:	3 minutes
Questions from councillors:	3 minutes
Response to questions from councillors:	3 minutes
Proposer of a motion:	10 minutes
Seconder of a motion:	5 minutes
Other councillors speaking during the debate on a motion:	5 minutes
Proposer of a motion's right of reply at the end of the debate on the motion:	10 minutes
Proposer of an amendment:	5 minutes
Seconder of an amendment:	5 minutes
Other councillors speaking during the debate on an amendment:	5 minutes
Proposer of a motion's right of reply at the end of the debate on an amendment:	5 minutes
Proposer of an amendment's right of reply at the end of the debate on an amendment:	5 minutes

## 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.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

## 3 MINUTES (Pages 7 - 10 of the Council agenda)

To confirm the minutes of the extraordinary meeting of the Council held on 22 September 2022.

## 4. MAYOR'S COMMUNICATIONS

To receive any communications or announcements from the Mayor.

## 5 ELECTION OF THE LEADER OF THE COUNCIL

Under Council Procedure Rule 21, the Democratic Services and Elections Manager has received the following nomination in respect of the election of Leader of the Council:

Nominee	Proposer	Second
Councillor Julia McShane*	Councillor Tom Hunt**	Councillor Joss Bigmore

As there is only one nomination, the Mayor will ask Councillors Hunt and Bigmore to formally propose and second the nomination and invite councillors to comment, after which a vote will be taken.

\*Councillor McShane is unwell and will be absent from the meeting

\*\*Councillor Lee, who submitted the original nomination, will also be absent from the meeting

### **Comments:**

None

## 6. LEADER'S COMMUNICATIONS

Details of the appointment of the Deputy Leader of the Council and Lead Councillors on the Executive and the titles of the portfolios assigned to them will be announced. The Deputy Leader will make any other communications or announcements on behalf of the Leader.

Councillors shall have the opportunity of asking questions in respect of the Leader's communications.

## 7. PUBLIC PARTICIPATION

There are no questions or statements from the public.

## 8. QUESTIONS FROM COUNCILLORS

- (a) **Councillor George Potter** to ask the Lead Councillor for Regeneration, Councillor John Rigg, the following question:

*“A new sewage treatment works for Guildford was due to be completed by 2025 as part of the Weyside Urban Village project. However, this has now been delayed and is sufficiently behind schedule that the Weyside Urban Village project now has an Amber-Red ranking due to these delays.*

*The current Moorfield sewage treatment works has a maximum capacity of 89,810 pe (people equivalent). As early as 2018 figures show that the works was serving 99,200 pe, meaning that it has been significantly overcapacity for many years.*

*What is the latest estimated completion date for the replacement sewage treatment works?*

*What actions are being undertaken to ensure adequate supply of sewage capacity for Guildford until the new sewage treatment works is completed?*

*What discussions are the lead member and officers, as representatives of the municipal authority, having with Thames Water about ensuring Thames Water meets their obligations under Section 93 of the Water Industry Act?*

*What has been the outcome of any such discussions to date?*

The Lead Councillor’s response to the question is as follows:

*The Thames Water New Sewage Treatment Works (NSTW) is funded by the Weyside Project however, programme and delivery is the responsibility of Thames Water. The amber risk rating relates to the delivery of the facility and is a prudent industry measure at this stage of the project.*

*Delay to submission of the Thames Water Planning Application to SCC has been caused by a late consultation response from the Environment Agency.*

*Thames Water Programme milestones as below;*

*Contractor procurement; August 2021 – Achieved  
 Planning application submission; January 2022 – Achieved  
 Planning Committee; August 2022 - Delayed  
 Revised Planning Committee; 26 October 2022 – Subject to SCC report  
 Planning Consent issue; November 2022- Subject to SCC Planning Committee  
 Site Establishment; January 2023  
 Construction start; February 2023  
 Construction end; April 2025  
 Commissioning; August 2026  
 Transfer Existing Sewage Treatment Works to GBC; September 2026*

*To summarise, Thames Water are targeting completion of the NSTW in April 2025 with commissioning completed by August 2026, as per the original programme. This will be achieved by re scheduling initial site activities subject to achieving a timely consent from SCC.*

*The Weyside team and GBC officers manage the relationship and monitor both financial and milestone progress of design and construction of the NSTW, as set out in the legal agreement dated 30 April 2019 between The Council and Thames Water.*

*The team do not have any jurisdiction to discuss Thames Water's obligations under Section 93 of the Water Industry Act. This is the role of the Water Services Regulation Authority; Ofwat."*

- (b) Councillor Tony Rooth** to ask the Lead Councillor with portfolio responsibility for governance, Councillor Joss Bigmore, the following question:

*"Could the Lead Councillor confirm agreement that presentations slides/graphs on agenda items for all Council and committee meetings will be distributed to relevant/all councillors and published on the Council's website at least 24 hours in advance of the meeting date/time. These presentations etc. are usually delivered at the meeting itself without prior inclusion in agenda or distributed prior to the meeting. At least 24 hours pre meeting distribution will give councillors and residents/public the time and opportunity to view, consider and comment on agenda items (with the benefit of prior sight of presentations etc.) in order to demonstrate openness and transparency to councillors and residents/the public alike."*

The Lead Councillor's response to the question is as follows:

*"I thank Cllr Rooth for his question.*

*Although we do not have control over third party providers, we do endeavour to circulate presentation slides for committee meetings to councillors and publish them online as soon as we can. However, occasionally it is not possible to do this for various reasons, for example where important information to be included in the presentation is not available.*

*I'm happy to confirm that we will always try to circulate such presentations to councillors and, where permissible, publish them online at least 24 hours before the Council/committee meeting."*

## **9. REVIEW OF COUNCILLORS' ALLOWANCES 2023 - APPOINTMENT OF THE INDEPENDENT REMUNERATION PANEL** (Pages 11 – 22 of the Council agenda)

Councillor Joss Bigmore to propose, and Councillor Tim Anderson to second, the adoption of the following motion:

- "(1) That the Council agrees to establish jointly with Waverley Borough Council a Joint Independent Remuneration Panel to conduct a review and make recommendations to each council on their respective scheme of allowances for councillors in 2023.*
- (2) That the draft terms of reference of the Joint Independent Remuneration Panel, attached as Appendix 1 to the report submitted to the Council, be approved.*
- (3) That, subject to confirmation of their continued eligibility for appointment, Vivienne Cameron, Dennis Frost, and Gordon Manickam be appointed to the Joint Independent Remuneration Panel for a period of up to four years commencing with the 2023-24 municipal year.*
- (4) That the Democratic Services and Elections Manager be authorised to advertise for candidates from the general public and a wide range of organisations, including the local business community and voluntary organisations, for the appointment of up to two other members of the Joint Independent Remuneration Panel to serve for a period of up to four years commencing with the 2023-24 municipal year, and together with the Leaders and Deputy Leaders of both councils to shortlist, interview, and recommend*

for selection up to two nominees for appointment to the Joint Independent Remuneration Panel.

- (5) That the nominees for appointment to the Joint Independent Remuneration Panel referred to in paragraph (4) above be subject to formal approval by the Council at its full council meeting in February 2023.
- (6) That the honorarium to be paid to each Panel member be set at £1,500, the cost of which shall be divided equally between the two councils.
- (7) That the proposed timetable for appointment of the Joint Independent Remuneration Panel and review of Guildford's allowances set out in paragraph 4.13 of the report, be approved.
- (8) That provision be made in the 2023-24 revenue budget of £6,200 for the review of councillors' allowances.
- (9) That the Joint Monitoring Officer be authorised to make all arrangements for the establishment and appointment of future independent remuneration panels, including approval of terms of reference, honoraria for panel members, and timetables for appointment and reviews of allowances."

Reason:

To comply with the requirements of The Local Authorities (Members' Allowances) (England) Regulations 2003.

**Comments:**

None

**10. REVIEW OF NUMERICAL ALLOCATION OF SEATS ON COMMITTEES TO POLITICAL GROUPS: 2022-23** (Pages 23 – 34 of the Council Agenda)

Councillor Joss Bigmore to propose, and Councillor Tom Hunt to second, the adoption of the following motion:

"That the numerical allocation of seats on committees to each political group on the Council, and to the single Green Party member and independent member, as shown in Appendix 3 to the report submitted to the Council (page 33 of the Council agenda), and set out below be approved pending a further review at the 6 December Council meeting following the outcome of the Tillingbourne ward by-election:

Committee	Guildford Liberal Democrats	Residents for Guildford & Villages	Conservatives	Guildford Greenbelt Group	Labour	Green	Independent
<b>Total no. of seats on the Council (47 + 1 vacancy)</b>	<b>16</b>	<b>15</b>	<b>8</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>% of no. of seats on the Council</b>	<b>34.04%</b>	<b>31.91%</b>	<b>17.02%</b>	<b>8.51%</b>	<b>4.25%</b>	<b>2.13%</b>	<b>2.13%</b>
<b>Notional number of seats on committees (Total: 95)</b>	<b>32</b>	<b>30</b>	<b>16</b>	<b>8</b>	<b>4</b>	<b>2</b>	<b>2</b>
Corporate Governance & Standards Committee (7 seats)	2	2	1	1	1	0	0
Employment Committee (3 seats)	1	1	1	0	0	0	0
Service Delivery EAB (12 seats)	4	4	2	1	0	1	0
Strategy and Resources EAB (12 seats)	4	3	2	1	1	1	0
Guildford Joint Committee (10 seats)	3	3	2	1	0	0	1
Joint Appointments Committee (3 seats)	1	1	1	0	0	0	0
Joint Governance Committee (6 seats)	2	2	1	1	0	0	0
Licensing Committee (15 seats)	6	5	2	1	0	0	1
Overview & Scrutiny Committee (12 seats)	4	4	2	1	1	0	0
Planning Committee (15 seats)	5	5	3	1	1	0	0
<b>Total no. of seats on committees</b>	<b>32</b>	<b>30</b>	<b>17</b>	<b>8</b>	<b>4</b>	<b>2</b>	<b>2</b>

**Comments:**

None

**11. TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS 2023-24** (Pages 35 - 38 of the Council Agenda)

Councillor Joss Bigmore to propose, and Councillor Tom Hunt to second, the adoption of the following motion:

“That the proposed timetable of Council and Committee meetings for the 2023-24 municipal year, as set out in Appendix 1 to the report submitted to the Council, be adopted.”

Reason:

To assist with the preparation of individual committee work programmes.

**Comments:**

None

**12. APPOINTMENT OF HONORARY FREEMAN** (Pages 39 – 44 of the Council Agenda)

Councillor John Redpath to propose, and Councillor Paul Spooner to second, the adoption of the following motion:

“That a special meeting of the Council be convened on Thursday 1 December 2022 at 7pm at the Guildhall for the purpose of conferring upon Mr Keith Churchouse the title of Honorary Freeman.



Reason:

To recognise formally Mr Churchouse's eminent and distinguished service to the Borough of Guildford.

**Comments:**

Councillor George Potter

**13. MINUTES OF THE EXECUTIVE** (Pages 45 – 56 of the Council agenda)

To receive and note the minutes of the meeting of the Executive held on 23 June, 21 July, and 25 August 2022, which are attached to the Council agenda.

**Comments:**

None

**14. EXCLUSION OF THE PUBLIC**

The Mayor, Councillor Dennis Booth to propose, and the Deputy Mayor, Councillor Masuk Miah to second, the following motion:

“That under Section 100A(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for consideration of the business contained in agenda item 15 on the grounds that it involves the likely disclosure of exempt information, as defined in paragraphs 1 and 4 of Schedule 12A to the 1972 Act”.

**15. APPROVAL OF TERMINATION PAYMENT ABOVE £95,000** (Pages 57 – 60 of the Council agenda)

Councillor Joss Bigmore to propose, and Councillor Tom Hunt to second, the adoption of the following motion:

“That the Council approves the proposed termination payment associated with the redundancy of Post No. PO10033, in the total sum referred to in the table in paragraph 3.1 of the report submitted to the Council.

Reason for Recommendation:

The post-holder was invited to express his interest in an Executive Head of Service post; however, he confirmed that he did not wish to be considered for these appointments. Approval for his redundancy termination pay is needed.

**Comments:**

None

**16. COMMON SEAL**

To order the Common Seal.

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