



GUILDFORD
B O R O U G H

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Pedro Wrobel
Joint Chief Executive
Guildford & Waverley
Borough Councils

Executive

Thursday, 16th May, 2024

Supplementary Information Sheet

Agenda No Item

9. **Supplementary Information Sheet (Pages 1 - 4)**

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Executive

16 May 2024

Supplementary Information

Procedure for the discharge of business at this meeting

The Leader of the Council welcomes the attendance of members of the public and non-Executive councillors at this meeting.

The procedure for dealing with each item of business shall be as follows:

1. Lead Councillor to introduce report on the matter.
2. Non-Executive councillors invited to ask a question or comment, for which they will have a maximum of **five** minutes each.
3. Lead councillor to respond to any questions/comments.
4. Executive debates the matter
5. Lead councillor to respond to any questions/comments.
6. Executive to make decision on the matter.

Agenda item 4: Consideration of confirmation for an Article 4 Direction on land on the south and east sides of Chase Cottage, Sutton Place, Abinger Hammer, Dorking, RH5 6RP (Pages 7-98)

Lead Councillor: Councillor Fiona White, Lead Councillor for Planning

Lead Officer: Darren Gregory, Senior Planning Enforcement Officer

Agenda item 5: Legal and Democratic Services: resourcing and structure proposals (Pages 99 - 114)

Lead Councillor: Councillor Merel Rehorst-Smith, Lead Councillor for Regulatory and Democratic Services

Lead Officer: Susan Sale, Strategic Director, Legal & Democratic Services (Monitoring Officer)

Item 5 - Restructured recommendations:

Executive is asked to approve:

1. The Joint Head of Paid Service's proposal to create a role of Joint Executive Head / Assistant Director - Legal as set out in para 15.1 of this report;
2. The Joint Head of Paid Service's proposal to create a role of Joint Executive Head / Assistant Director - Democracy & Governance as set out in para 15.1 of this report;

3. The Joint Head of Paid Service's proposal to create a Joint Executive Advisory and Support team as set out in para 6.4 of this report to include two new posts of Joint Executive Advisory and Support Manager and Joint Executive Advisor. The Joint Executive Advisory and Support Manager will provide advisory support as well as management of the existing Joint Executive support team;
4. The Head of Paid Service's proposal to create a new post of Joint Head of Governance as set out in para 15.2 of this report;
5. The Head of Paid Service's proposal to amend the existing three Waverley Borough Council posts of Senior Governance Officer, Senior Corporate Governance Lawyer and Monitoring Officer assistant to be joint roles operating across Waverley and Guildford Councils;
6. To delegate authority to the Monitoring Officer to amend the current inter-authority agreement between Guildford Borough Council and Waverley Borough Council to include the new joint roles as set out in this report.
7. An additional one-off cost of £90,605 to Guildford Council which is a 50% contribution towards the costs of two Interim Governance Officers for 6 months;

To note:

8. That the implications of these proposals have been considered in the context of restructures already concluded in GBC and WBC Legal Services and work about to commence in Waverley Democratic Services.

To recommend to Full Council meeting on 17 June 2024:

9. To approve the increase to the Legal & Democratic Services salary budget for 24/25 of £357,318 as set out in para 10.6 of this report;
10. To approve the making of all necessary arrangements for the discharge of functions through joint arrangements between Waverley Borough Council and Guildford Borough Council, by officers of Waverley Borough Council, as set out in this report, and for such arrangements to be included in the inter-authority agreement in accordance with s113 Local Government Act 1972.

Agenda item 6: Customer Services Charter (Pages 115 - 124)

Lead Councillor: Councillor Angela Goodwin, Lead Councillor for Engagement and Customer Services

Lead Officer: Nicola Haymes, Assistant Director of Communications and Customer Service

Agenda item 7: Anti-Fraud & Corruption Policy and Strategy (Supplementary Agenda)

Lead Councillor: Councillor Richard Lucas, Lead Councillor for Finance and Property

Lead Officer: Richard Bates, Strategic Director for Finance (s.151)

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