



COUNCIL MEETING

TUESDAY, 23 JULY 2024

SUPPLEMENTARY AGENDA PACK

SUPPLEMENTARY AGENDA PACK (Pages 1 - 20)

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WEBCASTING NOTICE

This meeting will be recorded for 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 Democratic 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 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 Sallie Barker MBE
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:	6 minutes
Secunder of a motion:	4 minutes
Other councillors speaking during the debate on a motion:	4 minutes
Proposer of a motion's right of reply at the end of the debate on the motion:	4 minutes
Proposer of an amendment:	4 minutes
Secunder of an amendment:	4 minutes
Other councillors speaking during the debate on an amendment:	4 minutes
Proposer of a motion's right of reply at the end of the debate on an amendment:	4 minutes
Proposer of an amendment's right of reply at the end of the debate on an amendment:	4 minutes

Procedure for dealing with motions:

The Council's attention is drawn to the relevant provisions of the new Council Procedure Rules in respect of the Rules of Debate (Council Procedure Rule 15). In particular, before a motion is proposed, the Mayor will invite any questions from councillors in respect of the motion. Such questions must relate directly to the motion being proposed and are restricted to questions relating directly to clarity of what is proposed.

Once a motion has been proposed and seconded, no questions nor answers are permitted, other than in respect of an amendment to the motion prior to such an amendment being moved. Once proposed and seconded, only speeches of debate shall be permitted.

Councillors' attention is also drawn to the revised time limit on speeches during a debate: up to 6 minutes for the proposer of a motion, and up to four minutes for all other speeches (including right of reply on the motion).

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 – 30 of the Council agenda)

To confirm, as a correct record, the minutes of both parts of the Annual Meeting of the Council held on 8 and 13 May 2024.

4. MAYOR'S COMMUNICATIONS

To receive any communications from the Mayor.

5. LEADER'S COMMUNICATIONS

To receive any communications from the Leader of the Council.

6. ANNOUNCEMENTS FROM THE STATUTORY OFFICERS

To receive any announcements from the Head of Paid Service, Chief Finance Officer and/or Monitoring Officer.

7. PUBLIC PARTICIPATION

Question from the public:

From: Dale Askew

To: The Lead Councillor for Engagement and Customer Services Councillor Angela Goodwin

“My neighbours and I have made numerous requests for service using web forms which are just not being responded to. Examples are waste and housing. Sometimes a message is received saying the case is closed without ever having being responded to, other times a notification is received saying further information has been requested from me when it hasn't. Often no response is received at all. Is this a technical issue, or a resourcing issue? What will the Council do to resolve this?”

Response from the Lead Councillor:

“You have asked if the recent contact issues you and your neighbours experienced are due to a technical or resourcing issue. It is hard to provide other than a generic reply as you have not given specific case information from your neighbours. We have looked at cases logged by yourself. Your neighbours can direct their own enquiries to us, and we will happily investigate them further.

In addition to your question above you have raised a corporate complaint asking similar in relation to your waste enquiries. This has been reviewed at stage 1 and 2, completing the full complaints process. The complaint found no technical issues and fully explained those you indicated. It did find that several human errors had led to delays and failures in communication and service delivery that fall short of our standards.

In addition, as it was not asked in the complaint, with regards to Housing. The recent housing issues and the difficulties these led to including but not limited to delays in service, communication, and resolutions have been thoroughly reviewed and those reports are available on our website along with the measures that are in place to resolve these.

In conclusion, the issues you have experienced all lead to human not technical issues. Staff resources can be challenging at times, for all the normal reasons such as leave planned and unplanned, vacant positions, training and volume of work and will have impacted at different times within your personal experiences.

We continually look at our services to see where we can improve. As a result of your experience, you have been provided a direct email to a Customer Services Team Leader to support with any further issues should support be needed. A project to look at our automated responses from our Customer Relationship Management (CRM) software will look for any improvements that can be made and apply any viable changes. The Housing services reviews and remedial actions are available on our website.

A copy of the complaint responses can be provided.

The Council acknowledges your experience has been poor and regrets that we have not met our own standards. We apologise for this and thank you for challenging us in this matter so that we can improve.”

8. QUESTIONS FROM COUNCILLORS

- (a) **Councillor Amanda Creese** to ask the Lead Councillor for Environment & Climate Change (Councillor George Potter) the following question:

“As children were breaking up for the half term break - a regular date in the calendar - we received notification that the popular paddling pool in Stoke Park was closed over the holiday period again because of staff sickness in our small team. Unexpected closure appears to be a regular pattern each summer and we understand that the pool remains closed at time of writing. It has also been reported that the putting green has been closed due to unforeseen circumstances.

School holidays are predictable, as is the disappointment each year when these facilities are not available.

After the expensive debacle of the slippery surface and other issues in a previous summer, what measures are the council taking to make sure that the borough’s seasonal facilities are well-maintained, staffed and ready to operate when our residents expect them to be open?”

Response from the Lead Councillor for Environment & Climate Change:

“The unfortunate closure of the paddling pool during half term was due to both technical and resource issues. The service was in an unfortunate position where 50 percent of the qualified staff were absent from duty, leading to an inability to inspect and maintain a safe water environment for our service users, which resulted in the pool’s closure. Equally, the service experienced technical issues, the secondary pump for the pool failed, which created an issue in the suitability and ratios linked to the pool’s water safety and dilution rate of chemicals, which again contributed to the closure.

Resolution to this issue, includes expanded relevant training delivery within the service during Summer 2024, focussed on paddling pool safety. This training will be delivered to a larger percentage of the service than previously and support a full opening throughout the published season. The service level agreement for the paddling pool’s infrastructure will be reviewed, ensuring any technical defect is managed swiftly to minimise any closure due to technical issues. Furthermore, the service will review its recruitment timings for 2025 onwards, to ensure that the service is resourced adequately to avoid disruption previously experienced.

The putting green has continued to be maintained, yet unopen to public use, due to resource issues, similar to that aforementioned. We can confirm that the putting green will be open for public use from Monday 22 July 2024, onwards.”

- (b) **Councillor Vanessa King** to ask the Lead Councillor for Planning the following question:

“The heights of buildings are an impactful aspect of many new developments in Guildford, most recently in the town centre, and it is important that the height of new developments is carefully considered within a strong policy framework. Would the Lead Councillor for Planning share details of action the Council is taking to address the issue of building heights throughout the Borough?”

Response from the Lead Councillor for Planning:

“At the outset it is important to be clear that, outside of the Local Plan update, we cannot create new ‘policy’ on heights by setting a height threshold for any new proposals. We also know that this Plan update will take several years – that is the reality, even with Government proposals to accelerate the current plan-making process to around three years. However, I understand the concerns of many on this matter and I agree that there is a need for action in a shorter timescale.

The height of taller buildings has the potential to cause harm to local character, important views, heritage assets and our landscapes, which we want to avoid or mitigate. Concurrently, the Council is supportive of sensitive brownfield redevelopment that makes efficient use of land in sustainable locations such as the town centre. The cross-party Local Plan Panel discussed the need to achieve both of these objectives at our meeting late in December of last year.

I am pleased to say that following further exploratory work subsequent to that meeting, the Council will be progressing with a Supplementary Planning Document (SPD) to provide further guidance on tall buildings / heights.

Officers intend to bring forward an initial draft of this work to our Local Plan Panel before the end of this year. Once agreed internally, it will be consulted upon with our residents and other stakeholders. Whilst this SPD will provide clear guidance on our design expectations regarding height and

taller buildings and form a material consideration for planning applications, it must supplement adopted policy.”

9. CORPORATE STRATEGY 2024-2034 (Pages 31 - 54 of the Council agenda)

Update:

At its meeting held on 15 July 2024, the Executive considered this matter. Copies of the draft minutes of the meetings of both the Services and Resources Overview & Scrutiny Committees, held respectively on 10 and 11 July 2024, including their comments and suggested amendments, were circulated with the Supplementary Agenda Pack.

A table setting out the recommended response from the Executive to the comments made by the O&S Committees was also circulated. The Executive

RESOLVED: That the following recommendations be approved by Council (23 July 2024):

- (1) That the draft Corporate Strategy, as set out in Appendix 1 to the report submitted to the Executive be adopted, subject to such amendments as may be necessary in consequence of the approval of the Executive’s response to the comments submitted by the Overview & Scrutiny Committees as set out in Appendix 2 to the Supplementary Agenda Pack circulated prior to the Executive meeting.
- (2) That authority be delegated to the Assistant Director for Strategy and Corporate Services, in consultation with the Leader and the Lead Councillor for Community and Organisational Development, to make any necessary minor typographical changes and to finalise the document’s design and imagery, prior to publication.

The Executive has recommended three alterations to the draft Corporate Plan as set out in the table below:

Recommendation from Overview and Scrutiny	Executive recommendation to Council
<p>Could a reference be added to reference the need to work with others to ensure clean water?</p>	<p>That on page 12 (page 43 of the Council agenda), the wording for the outcome 'Improve biodiversity and preserve the natural environment' be altered to:</p> <p><i>'We will manage our parks and open spaces to enhance biodiversity, maintaining Guildford borough's natural environments, and restore wildlife habitats. In supporting nature recovery, we will look to restore habitats, protect wildlife, and combat climate change. Additionally, we will lobby key stakeholders, such as water companies, the Environment Agency, and the government, to do all that they can to improve the water quality in Guildford borough's rivers, to the benefit of residents and wildlife.'</i></p> <p><i>We know the positive benefits that spending time outdoors has in improving peoples' physical and mental health and wellbeing, so we will continue provide green spaces that are well-managed and easy to access, as well as delivering new parks and open spaces within new developments'</i></p>
<p>Could reference be added to doing more to protect ancient and veteran trees?</p>	<p>That on page 12 (page 43 of the Council agenda), the wording of the outcome 'New communities and development are delivered sustainably' be altered to:</p> <p><i>'It's vital that sustainability is embedded into new communities, ensuring that its impact on the environment is reduced and that the built and natural environment is resilient to climate change. We will use our planning policies to safeguard wildlife habitats, ancient woodland and veteran trees, and ecologically sensitive areas; and to ensure that development in the borough delivers sustainable communities, places and infrastructure, that are resilient to climate change and result in improvements to biodiversity. We will seek out opportunities to increase the levels of sustainable energy generation and electric vehicle chargers across the borough.'</i></p>
<p>Could a reference be added to the nighttime economy, and what we are doing to support this?</p>	<p>That on page 16 (page 45 of the Council agenda), the wording of the outcome 'A vibrant and thriving town centre' be altered to:</p> <p><i>'Guildford's historic town centre is central to the town's identity and its prosperity. We will continue to shape and support the town centre as a day and nighttime destination for local residents and visitors alike, supported by a vibrant social and cultural scene. We will continue to work with and support Guildford's Business Improvement District, Experience Guildford.'</i></p>

In addition, the Assistant Director for Strategy and Corporate Services, in consultation with the Leader and the Lead Councillor for Community and Organisational Development, has agreed a further minor alteration as follows:

On page 15 (page 44 of the Council agenda), the wording of the outcome 'Guildford borough has a thriving and green local economy' be altered to:

*'We will utilise our extensive and well-established partnerships to deliver our Economic Development Strategy, reinvigorating the borough's economy and connecting people with local opportunities. **Building upon places like Surrey Research Park, ~~W~~**we will continue to ensure that Guildford attracts inward economic investment that stimulates the creation of jobs and innovation, and that the benefits and opportunities this provides are felt by everyone in our communities.'*

A revised version of the Corporate Strategy, incorporating the alterations above, was circulated to all councillors on Monday 22 July.

The Motion:

The Leader of the Council, Councillor Julia McShane to propose and the Lead Councillor for Community and Organisational Development, Councillor Carla Morson to second, the adoption of the following motion:

- “(1) That the draft version of the Corporate Strategy circulated all councillors on Monday 22 July 2024, incorporating the various alterations suggested by Overview and Scrutiny, be adopted”.
- (2) That authority be delegated to the Assistant Director for Strategy and Corporate Services, in consultation with the Leader and the Lead Councillor for Community and Organisational Development, to make any necessary minor typographical changes and to finalise the document's design and imagery, prior to publication”.

Reasons:

The proposed new Corporate Strategy has been prepared to set out the Council's key priorities for the period up to 2034.

Comments:

Cllr Vanessa King

10. MEDIUM TERM FINANCIAL PLAN UPDATE (Pages 55 - 68 of the Council agenda)

The Council is invited to provide comment / feedback on the proposed Medium-Term Financial Plan (MTFP) committee timetable, as set out in the report and highlight any areas of the budget for further consideration.

The Lead Councillor for Finance and Property, Councillor Richard Lucas to propose, and the Leader of the Council Councillor Julia McShane to second, the adoption of the following motion:

“That the Council notes the updated MTFP position which will be used as the starting point for the detailed work now required.”

Reasons:

- The General Fund Budget is a major decision for the Council and setting a balanced budget is a statutory requirement.
- Scrutiny of the MTFP and Budget proposals demonstrate transparency and good governance

Comments:

None

11. CORPORATE IMPROVEMENT PLAN (Pages 69 - 188 of the Council agenda)

The Leader of the Council, Councillor Julia McShane to propose and the Lead Councillor for Community and Organisational Development, Councillor Carla Morson to second, the adoption of the following motion:

- “(1) That the findings of the two SOLACE reports, attached as Appendices 1 and 2 to the report submitted to the Council be noted and endorsed.
- (2) That the Improvement Plan, including the Housing sub-plan, attached at Appendices 3 and 4 to the report submitted to the Council be endorsed and adopted.
- (3) That the Council notes that the Improvement Plan (Appendix 3), along with the Housing sub-plan (Appendix 4), has addressed each and every recommendation and finding from the two SOLACE reports and, in some areas, has gone further.
- (4) That the Council agrees that the intention of the delivery of the Plan is to enable Councillors to have confidence that we are delivering best value for Guildford’s residents and businesses.
- (5) That the Council notes that the Chief Executive and Corporate Management Board will be accountable for the delivery of the plan.
- (6) That updates be received by full Council on the delivery of the Improvement Plan, and progress on addressing the recommendations, every six months for three years.

- (7) That, in line with the recommendations from SOLACE, an Independent Assurance Panel be appointed to provide an independent “critical friend” challenge to the Council.
- (8) That the Chief Executive be authorised to appoint that panel, noting that it will include two lead members of the SOLACE review team (Andrew Flockhart and Chris Buss) and that having carried out the review, these experts have a detailed understanding of the issues facing the Council, and are well-placed to advise the Council on whether the actions being taken address the concerns identified.
- (9) That the Council notes that the panel itself will also provide an independent view to the Council, on a six-monthly basis, about the progress of improvements, and that these reports will be made public.”

Reasons:

- To ensure the Council is aware of, and has had the opportunity to endorse, the findings and recommendations of both SOLACE reviews.
- To advise the Council of the steps that have already been taken by the Chief Executive, Corporate Management Board and other colleagues to respond to those findings and recommendations.
- To ensure the Council is aware of, and has had the opportunity to endorse or otherwise, the arrangements that will be put in place to ensure regular, open and transparent reports on progress, as well as open, transparent and independent oversight.

Comments:

Cllr Vanessa King

12. LEGAL AND DEMOCRATIC SERVICES: RESOURCING AND STRUCTURE PROPOSALS (Pages 189 - 204 of the Council agenda)

The Lead Councillor for Regulatory and Democratic Services, Councillor Merel Rehorst-Smith to propose and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

- “(1) That the Council approves 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 the report submitted to the

Council, and for such arrangements to be included in the inter-authority agreement in accordance with s113 Local Government Act 1972.

- (2) That the increase to the GBC Legal & Democratic Services salary budget for 2024-25 of £357,318 as set out in para 10.6 of the report be approved.”

Reasons:

- (a) To respond to the Head of Paid Services’ changes to his staff structure at Chief Officer level, effective from 1 March 2024, which made the previous Joint Executive Head of Legal & Democratic Services the Joint Strategic Director of Legal & Democratic Services and the previous Joint Executive Head of Finance, the Joint Strategic Director of Finance. Whilst this has strengthened the Corporate Management Board and ensured that the governance functions are represented at the most senior level by the three statutory officers, it has also created a gap at the Executive Head of Service / Assistant Director level for each of these disciplines. This gap cannot be sustained.
- (b) To respond to the concerns raised in recent months by Statutory Officers in relation to the robustness of governance arrangements for both Waverley Borough Council and Guildford Borough Council which has resulted in the need for an improvement plan, and continuous improvement thereafter to ensure good governance, and compliance with the Council’s statutory duties relating to best value.
- (c) To fund the growth needed to address items (a) and (b) above in the Legal and Democratic Services function.
- (d) To deliver the capacity and capability to enable timely, effective, transparent and consistent decision making at all levels of both organisations, including at the most senior leadership levels.
- (e) To deliver the capacity and capability needed to embed successes in ongoing collaboration efforts and enhance the pace of future collaboration, transition to shared services and continuous improvement in service delivery and realisation of cashable and non-cashable savings.
- (f) To create the framework for the Legal and Democratic Services function which will reduce dependency on expensive external resources and further implement succession planning and career development which have already seen an increase in internal promotion appointments to vacancies in Waverley Legal Services.

Comments:

None

**13. GUILDFORD PARK ROAD REDEVELOPMENT: PARTNER SELECTION
PREFERRED BIDDER** (Pages 205 – 280 of the Council agenda)

Update:

At its meeting held on 15 July 2024, the Executive considered this matter and endorsed the recommendation to Council, as set out in the report.

If the Council wishes to discuss the exempt information contained in Appendix 2 (Tender Report), it will be necessary for the Council to consider passing a resolution to exclude the public (and suspending the webcast) for that purpose.

The Leader of the Council Councillor Julia McShane to propose, and the Lead Councillor for Finance and Property, Councillor Richard Lucas to second, the adoption of the following motion:

- “(1) To approve the updated Outline Business Case, provided in Appendix 1 to the report submitted to the Council, setting out the preferred way forward for the project based on the appointment of Wates Construction Limited as the Council’s development partner in respect of the Guildford Park Road housing project, who will be responsible for delivering the scheme under a Development Agreement.
- (2) To approve, pursuant to the procurement process outlined in the report, the appointment of Wates Construction Limited as development partner for the project.
- (3) To authorise expenditure of up to £39.7M from the HRA Capital Fund to fund the project from this point forward to completion.
- (4) To delegate to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for Regeneration, authority to enter into all contracts and such other legal agreements as are necessary to appoint Wates Construction Limited.
- (5) To delegate to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for Regeneration, all such approvals as are necessary to service the Council’s responsibility to provide approvals under the Development Agreement.
- (6) To delegate to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for

Regeneration, authority to dispose of land and buildings in accordance with the requirements under the Development Agreement.

- (7) To delegate to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for Regeneration, authority to enter into all contracts and such other legal agreements connected with the Guildford Park Road housing project as may be necessary in compliance with Contract Procedure Rules and within the approved budget.”

Reasons:

- The Guildford Park Road redevelopment is a key scheme within the Housing Revenue Account Business Plan that will deliver a significant number of additional homes in the town centre.
- The recommendation will support the delivery of the Council’s emerging Corporate Strategy (2024 – 2034) by providing and facilitating housing that people can afford.
- The project will see the redevelopment of a brownfield site, allocated for housing in the Local Plan.
- The preferred delivery route for the Guildford Park site is partnership delivery, via a Development Agreement, as set out in the Strategic Outline Business Case approved by the Executive in March 2023.
- As demonstrated in the accompanying Business Case and Tender Report, the Council has undertaken a compliant procurement exercise, and following evaluation and moderation of the final tender submissions, Officers are now seeking approval to enter into a Development Agreement with Wates Construction Limited for the delivery of the Guildford Park redevelopment.

Comments:

Cllr Vanessa King

14. PROPOSED CHANGES TO THE OFFICER SCHEME OF DELEGATION AND PROPER OFFICER SCHEME (Pages 281 - 348 of the Council agenda)

The Lead Councillor for Regulatory and Democratic Services, Councillor Merel Rehorst-Smith to propose and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“That the revised Joint Officer Scheme of Delegation and Proper Officer Scheme, as set out in Appendices 1 and 2 to the report submitted to the

Council, be adopted into the Constitution replacing the existing Scheme of Delegation and Proper Officer responsibilities”.

Reasons:

- An officer scheme of delegation and proper officer scheme which is materially the same for both Councils, whilst being owned by each Council in respect of their services, will help to promote more efficient joint working and will support the transformation programme by aligning officer decision making across both Councils.
- The recommended changes will improve the governance procedures for each Council and will ensure that there is greater transparency over decision making.
- The reductions in financial limits will ensure that key decisions are made by the Executive, thereby promoting accountability and transparency.
- Aligning officer delegations into a scheme, which is similar for both Councils, supports the Councils’ Collaborative and Transformation programme and provides clarity for those officers employed to provide a joint service across both Councils.

Comments:

None

15. PROPOSED CHANGES TO THE FINANCIAL PROCEDURE RULES (Pages 349 - 394 of the Council agenda)

The Lead Councillor for Finance & Property, Councillor Richard Lucas to propose and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“That the Financial Procedure Rules set out at Appendix 1 to the report submitted to the Council (as recommended by the Corporate Governance & Standards Committee and incorporating the further changes requested by Waverley’s Audit & Risk Committee) be adopted into the Council’s Constitution.”

Reasons:

- Financial Procedure Rules which are materially the same for Waverley Borough Council and Guildford Borough Council, whilst being owned by each Council in respect of their services, will help to promote more

efficient joint working and will support the transformation programme by aligning officer decision making across both Councils.

- The recommended changes will improve the governance procedures for each Council and will ensure that there is greater clarity over financial decision making.
- The reductions in financial limits will ensure that key decisions are made by the Executive, thereby promoting accountability and transparency.
- Aligning both Councils' Financial Procedure Rules supports the Councils Collaborative and Transformation programme and provides clarity for those officers employed to provide a joint service across both Councils. The rules will replace the existing Financial Procedure Rules (Guildford) and Financial Regulations (Waverley).

Comments:

None

16. PROPOSED REVISED CONTRACT PROCEDURE RULES (Pages 395 - 434 of the Council agenda)

The Lead Councillor for Regulatory and Democratic Services, Councillor Merel Rehorst-Smith to propose and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“That the revised Contract Procedure Rules, as set out in Appendix 1 to the report submitted to the Council, be adopted into the Constitution and that they replace the existing Procurement Procedure Rules.”

Reasons:

- Contract Procedure Rules which are materially the same for both Councils, whilst being owned by each Council in respect of their services, will help to promote more efficient joint working and will support the transformation programme by aligning officer decision making across both Councils.
- The recommended changes will improve the governance procedures for each Council and will ensure that there is greater clarity and oversight over procurements.

- The reductions in Contract limits will ensure that key decisions are made by the Executive, thereby promoting accountability and transparency.
- Aligning both Councils' Contract Procedure Rules supports the Councils' Collaborative and Transformation programme and provides clarity for all officers who provide support for procurement, as well as for those postholders who are joint officer appointments. The revised rules will replace the existing Procurement Procedure Rules.
- The recommended changes will also implement changes as a result of the Procurement Act 2023 which come into force on 28 October 2024. This will allow time for changes to be embedded by both Councils and appropriate resource provided and identified.

Comments:

None

17. PROPOSED CHANGES TO THE INTER-AUTHORITY AGREEMENT (Pages 435 - 442 of the Council agenda)

The Lead Councillor for Regulatory and Democratic Services, Councillor Merel Rehorst-Smith to propose and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

- “(1) That the Monitoring Officer be authorised to enter into a new Inter-Authority Agreement to include the revisions set out in Appendix 1 to the report submitted to the Council.
- (2) That the Monitoring Officer be authorised to terminate all previous Inter-Authority Agreements.
- (3) That the Monitoring Officer be authorised to agree a revised data sharing protocol for insertion in the new Inter-Authority Agreement.”

Reasons:

- An IAA which clearly sets out the parameters within which the Councils are working in partnership will help to ensure good governance of shared arrangements.
- The revisions to the IAA will ensure that the Councils are able to progress with sharing of staff and that this is more agile, helping to support the Councils' collaborative transformation programme.

- The revised Agreement also has improved cost sharing and termination provisions, allowing the parties to withdraw from the Agreement in a managed way to ensure that there is no detriment to service provision.
- A data sharing protocol is necessary to ensure that the Councils comply with their data protection responsibilities. Providing delegated authority to the Monitoring Officer will ensure that the Councils can enter into the Agreement at the earliest point.

Comments:

None

18. JOINT COUNCILLOR / OFFICER RELATIONSHIP PROTOCOL (Pages 443 - 462 of the Council agenda)

The Lead Councillor for Regulatory and Democratic Services, Councillor Merel Rehorst-Smith to propose and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“That the proposed Joint Councillor/Officer Relationship Protocol, as set out in Appendix 1 to the report submitted to the Council, be adopted into the Council’s Constitution to replace the existing Protocol on Councillor/Officer Relations.”

Reasons:

- It is imperative, for the benefit of those who live, work and do business in our Borough, that Councillors and Officers are clear on their differing roles and responsibilities and have good working relationships between them based on mutual trust and respect.
- It is good practice for Councils to have a Protocol in place setting out the expectations arising from the relationship between Councillors and Officer.

Comments:

None

19. RIVERSIDE NATURE RESERVE SANG IMPROVEMENT (Pages 463 - 492 of the Council agenda)

The Lead Councillor for Environment and Climate Change, Councillor George Potter to propose, and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“(1) That capital expenditure of £1,133,500 be approved from existing development contributions to improve SANG capacity and

improvement of the SANG access infrastructure at Riverside Nature Reserve and Parsonage Water Meadows.

- (2) That an additional staff resource of one Project Manager Post for project delivery be approved.

Reasons:

- Officers consider the project proposal the most efficient option to maintain SANG capacity to mitigate the recreational pressure resulting from the developments the SANG contributions have been collected from.
- The project will deliver necessary works to achieve health and safety compliance under the Occupiers Liability Act 1957.
- The delivery of the project will provide added benefits to the Council by demonstrating compliance with the public duties for biodiversity under the Environment Act 2021 and the duties under the Equality Act 2010.

Comments:

None

20. COUNCILLOR GEOFF DAVIS (Pages 493 - 496 of the Council agenda)

Note:

Should Councillor Davis be able to attend the meeting this evening, the Mayor will ask the meeting to agree to withdraw this item.

Councillor Philip Brooker to propose, and Councillor Bilal Akhtar to second, the adoption of the following motion:

“That the Council agrees that the reason for Councillor Geoff Davis’s failure to attend any meeting of the Council or any of its committees, since 19 March 2024 was due to his ill health”.

Reason:

To comply with the requirements of Section 85 of the Local Government Act 1972.

Comments:

Councillor Vanessa King

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