



GUILDFORD  
BOROUGH

[www.guildford.gov.uk](http://www.guildford.gov.uk)

**Tom Horwood**  
Joint Chief Executive  
of Guildford and Waverley  
Borough Councils

Contact Officer:

John Armstrong,  
Democratic Services and Elections Manager  
Tel: 01483 444102

31 January 2022

Dear Councillor

Your attendance is requested at a meeting of the **EMPLOYMENT COMMITTEE** to be held in Meeting Room 6 - Hurtmore, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **TUESDAY 8 FEBRUARY 2022** at 11.00 am.

Yours faithfully

Tom Horwood  
Joint Chief Executive

**MEMBERS OF THE COMMITTEE**

Councillor Joss Bigmore (Chairman)  
Councillor Julia McShane  
Councillor Paul Spooner

**Authorised Substitute Members:**

Councillor Tim Anderson  
Councillor Christopher Barrass  
Councillor David Bilbé  
Councillor Graham Eyre  
Councillor Jan Harwood

Councillor Tom Hunt  
Councillor Nigel Manning  
Councillor John Redpath  
Councillor John Rigg  
Councillor Fiona White

**QUORUM 3**



## THE COUNCIL'S STRATEGIC FRAMEWORK (2021- 2025)

### **Our Vision:**

A green, thriving town and villages where people have the homes they need, access to quality employment, with strong and safe communities that come together to support those needing help.

### **Our Mission:**

A trusted, efficient, innovative, and transparent Council that listens and responds quickly to the needs of our community.

### **Our Values:**

- We will put the interests of our community first.
- We will listen to the views of residents and be open and accountable in our decision-making.
- We will deliver excellent customer service.
- We will spend money carefully and deliver good value for money services.
- We will put the environment at the heart of our actions and decisions to deliver on our commitment to the climate change emergency.
- We will support the most vulnerable members of our community as we believe that every person matters.
- We will support our local economy.
- We will work constructively with other councils, partners, businesses, and communities to achieve the best outcomes for all.
- We will ensure that our councillors and staff uphold the highest standards of conduct.

### **Our strategic priorities:**

#### Homes and Jobs

- Revive Guildford town centre to unlock its full potential
- Provide and facilitate housing that people can afford
- Create employment opportunities through regeneration
- Support high quality development of strategic sites
- Support our business community and attract new inward investment
- Maximise opportunities for digital infrastructure improvements and smart places technology

#### Environment

- Provide leadership in our own operations by reducing carbon emissions, energy consumption and waste
- Engage with residents and businesses to encourage them to act in more environmentally sustainable ways through their waste, travel, and energy choices
- Work with partners to make travel more sustainable and reduce congestion
- Make every effort to protect and enhance our biodiversity and natural environment.

#### Community

- Tackling inequality in our communities
- Work with communities to support those in need
- Support the unemployed back into the workplace and facilitate opportunities for residents to enhance their skills
- Prevent homelessness and rough-sleeping in the borough

## AGENDA

### ITEM

**1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES**

**2. ELECTION OF VICE-CHAIRMAN**

As reported at the last Council meeting in considering the numerical allocation of seats on committees following Councillor Jan Harwood's decision to leave the Liberal Democrat Group and join the Conservative group, Councillor Harwood is no longer a member of the Employment Committee.

Accordingly, he ceased to be vice-chairman of the Committee. Therefore, the Committee is invited to elect a vice-chairman for the remainder of the 2021-22 municipal year.

**3. LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTERESTS**

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.

**4. MINUTES (Pages 5 - 6)**

To confirm the minutes of the meeting of the Employment Committee held on 4 October 2021.

**5. DESIGNATION OF MONITORING OFFICER (Pages 7 - 16)**