



GUILDFORD
BOROUGH



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To: All Members of the Guildford &
Waverley Joint Senior Staff
Committee

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Calls may be recorded for training or
monitoring.

Date: 11 September 2024

Membership of the Guildford & Waverley Joint Senior Staff Committee:

Guildford Borough Councillors:

Councillor Julia McShane
Councillor Philip Brooker
Councillor Fiona White

Waverley Borough Councillors:

Councillor Paul Follows
Councillor Jane Austin
Councillor Tony Fairclough

Dear Councillor

GUILDFORD & WAVERLEY JOINT SENIOR STAFF COMMITTEE MEETING - THURSDAY, 19 SEPTEMBER 2024

A MEETING of GUILDFORD & WAVERLEY JOINT SENIOR STAFF COMMITTEE will be held in the COMMITTEE ROOM 4, WAVERLEY BOROUGH COUNCIL, THE BURYS, GODALMING, SURREY, GU7 on THURSDAY, 19 SEPTEMBER 2024 at 2.30 pm and you are hereby summoned to attend this meeting.

The Agenda for the Meeting is set out below.

Yours sincerely

Susan Sale
Joint Strategic Director of Legal & Democratic Services

AGENDA

1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES
2. DISCLOSURES OF INTEREST
3. MINUTES (Pages 3 - 20)
4. EXCLUSION OF THE PUBLIC

The Joint Senior Staff Committee is asked to consider passing the following resolution:

- “(1) That pursuant to Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of agenda item 5 on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified as appropriate in Paragraphs 1, 2, 3, and 5 of the revised Part 1 of Schedule 12A to the Act namely:

Para (1): Information relating to any individual.

Para (2): information which is likely to reveal the identity of an individual.

Para (3): information relating to the financial or business affairs of any particular person (including the authority holding that information).

Para (5): information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

- (2) That the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

5. SENIOR STAFF EMPLOYMENT (Pages 21 - 28)

Guildford Borough Council and Waverley Borough Council Joint Senior Staff Committee

To confirm as a correct record:

- the public Minutes of the Joint Senior Staff Committee meeting held on 25 June 2024 (Appendix 1),
- the exempt Minutes of the Joint Senior Staff Committee meeting held on 25 June 2024 (Appendix 2),
- the Minutes of the Joint Senior Staff Committee meeting held on 18 July 2024 (Appendix 3), and
- the Minutes of the Joint Senior Staff Committee meeting held on 19 July 2024 (Appendix 4)

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GUILDFORD & WAVERLEY JOINT SENIOR STAFF COMMITTEE

MINUTES OF MEETING HELD ON TUESDAY 25 JUNE 2024

Present:

Councillor Julia McShane, Leader, Guildford Borough Council (co-chair - in the chair)
Councillor Jane Austin, Waverley Borough Council
Councillor Philip Brooker, Guildford Borough Council
Councillor Tony Fairclough, Deputy Leader, Waverley Borough Council
Councillor Fiona White, Guildford Borough Council
Councillor Liz Townsend, Waverley Borough Council

In attendance:

Pedro Wrobel, Joint Chief Executive/Head of Paid Service
Susan Sale, Joint Strategic Director of Legal & Democratic Services
Jon Formby, HR Manager, WBC
John Armstrong, Democratic Services & Elections Manager, GBC
Mark Greenburgh, external solicitor

Action By

1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

Apologies for absence were received from Councillor Paul Follows, for whom Councillor Liz Townsend substituted.

2. DISCLOSURES OF INTEREST

There were no disclosures of interest.

3. MINUTES

The Joint Senior Staff Committee confirmed, as a correct record, the minutes of the meetings held on 28 March and 12 April 2024.

4. EXCLUSION OF THE PUBLIC

The Joint Senior Staff Committee

RESOLVED:

(1) That pursuant to Section 100A(4) of the Local Government

Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in Paragraphs 1, 2, 3, and 5 of the revised Part 1 of Schedule 12A to the Act namely:

Para (1): Information relating to any individual.

Para (2): information which is likely to reveal the identity of an individual

Para (3): information relating to the financial or business affairs of any particular person (including the authority holding that information).

Para (5): information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

- (2) That the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

5. SENIOR STAFF INVESTIGATION - UPDATE

The JSSC

Susan Sale

RESOLVED: To approve the recommendations set out in the exempt report submitted to the Joint Senior Staff Committee and the additional recommendation approved at the meeting.

By virtue of paragraph(s) 1, 2, 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda item number: 3
Appendix 2

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GUILDFORD & WAVERLEY JOINT SENIOR STAFF COMMITTEE

MINUTES OF MEETING HELD ON THURSDAY 18 JULY 2024

Present:

Councillor Julia McShane, Leader, Guildford Borough Council: co-Chair
Councillor Jane Austin, Waverley Borough Council
Councillor Philip Brooker, Guildford Borough Council
Councillor Tony Fairclough, Waverley Borough Council
Councillor Liz Townsend, Waverley Borough Council
Councillor Fiona White, Guildford Borough Council (in the chair)

In attendance:

Pedro Wrobel, Joint Chief Executive/Head of Paid Service
Jon Formby, HR Manager, WBC
John Armstrong, Democratic Services & Elections Manager, GBC

Action By

6. APPOINTMENT OF CHAIR FOR THE MEETING

In the absence of one of the co-chairs and having taken into consideration that the other co-chair, who was present, but whose voice was affected by a recent illness, the Joint Senior Staff Committee

RESOLVED: That Councillor Fiona White be appointed as chair of the JSSC for this meeting.

7. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

Apologies for absence were received from Councillor Paul Follows, for whom Councillor Liz Townsend substituted.

8. DISCLOSURES OF INTEREST

There were no disclosures of interest.

9. EXCLUSION OF THE PUBLIC

The Joint Senior Staff Committee (JSSC)

RESOLVED:

- (1) That pursuant to Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of item 4 on the agenda on the grounds that it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in Paragraph 1 of the revised Part 1 of Schedule 12A to the Act namely: 'Information relating to any individual'.
- (2) That the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10. APPOINTMENT OF JOINT STRATEGIC DIRECTOR FOR HOUSING, COMMUNITIES AND ENVIRONMENT

Following the departure of Annie Righton, the search for a permanent appointment had been carried out with Penna.

The Joint Senior Staff Committee (JSSC) considered a report setting out details of the recruitment campaign and selection process, which had led to the shortlisting of four candidates for final interviews by the JSSC. The JSSC noted that one of the candidates had withdrawn from the process.

The JSSC had been convened for the purpose of conducting the final interviews of shortlisted candidates and, where appropriate, to make a formal offer of appointment, which would be subject to no material or well-founded objection being made by either of the two Council Leaders on behalf of their respective Executives in accordance with the provisions of Paragraph 5 of Part II of Schedule 1 to the Local Authorities (Standing Orders) (England) Regulations 2001 ("the 2001 Regulations").

Following the interviews, the JSSC unanimously

RESOLVED:

Jon

That, subject to no material or well-founded objection being made by either of the two Council Leaders on behalf of their respective Executives, Julian Higson be appointed to the Joint Strategic Director for Housing, Communities and Environment post.

Formby

Reason:

To appoint a Joint Strategic Director for Housing, Communities and Environment, as part of the agreed collaboration arrangements between Guildford and Waverley Borough Councils.

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GUILDFORD & WAVERLEY JOINT SENIOR STAFF COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 19 JULY 2024

Present:

Councillor Julia McShane, Leader, Guildford Borough Council: co-Chair
Councillor Philip Brooker, Guildford Borough Council
Councillor Tony Fairclough, Waverley Borough Council
Councillor Michael Goodridge, Waverley Borough Council
Councillor Liz Townsend, Waverley Borough Council
Councillor Fiona White, Guildford Borough Council (in the chair)

In attendance:

Pedro Wrobel, Joint Chief Executive/Head of Paid Service
Jon Formby, HR Manager, WBC
John Armstrong, Democratic Services & Elections Manager, GBC

Action By

11. APPOINTMENT OF CHAIR FOR THE MEETING

In the absence of one of the co-chairs and having taken into consideration that the other co-chair, who was present, but whose voice was affected by a recent illness, the Joint Senior Staff Committee

RESOLVED: That Councillor Fiona White be appointed as chair of the JSSC for this meeting.

12. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

Apologies for absence were received from Councillor Paul Follows and Jane Austin, for whom Councillor Liz Townsend and Councillor Michael Goodridge respectively substituted.

13. DISCLOSURES OF INTEREST

Councillors Tony Fairclough, Liz Townsend, and Fiona White each declared a non-pecuniary interest in that they all knew one of the candidates who was currently employed as an Assistant Director.

14. EXCLUSION OF THE PUBLIC

The Joint Senior Staff Committee (JSSC)

RESOLVED:

- (1) That pursuant to Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of item 4 on the agenda on the grounds that it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in Paragraph 1 of the revised Part 1 of Schedule 12A to the Act namely: 'Information relating to any individual'.
- (2) That the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

15. APPOINTMENT OF JOINT STRATEGIC DIRECTOR FOR ECONOMY, PLANNING AND PLACE

Following the departure of Dawn Hudd, the search for a permanent appointment had been carried out with Penna.

The Joint Senior Staff Committee (JSSC) considered a report setting out details of the recruitment campaign and selection process, which had led to the shortlisting of four candidates for final interviews by the JSSC.

The JSSC had been convened for the purpose of conducting the final interviews of shortlisted candidates and, where appropriate, to make a formal offer of appointment, which would be subject to no material or well-founded objection being made by either of the two Council Leaders on behalf of their respective Executives in accordance with the provisions of Paragraph 5 of Part II of Schedule 1 to the Local Authorities (Standing Orders) (England) Regulations 2001 ("the 2001 Regulations").

Following the interviews, the JSSC

RESOLVED:

That, subject to no material or well-founded objection being made by either of the two Council Leaders on behalf of their respective Executives, Ezra Wallace be appointed to the Joint Strategic Director for Economy, Planning and Place post.

Jon
Formby

Reason:

To appoint a Joint Strategic Director for Economy, Planning and Place, as part of the agreed collaboration arrangements between Guildford and Waverley Borough Councils.

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By virtue of paragraph(s) 1, 2, 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda item number: 5

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