

## GUILDFORD BOROUGH COUNCIL

Minutes of a meeting of Guildford Borough Council held at Council Chamber, Millmead House, Millmead, Guildford, Surrey, GU2 4BB on Tuesday 9 May 2017

- \* Councillor Nigel Manning (Mayor)
- \* Councillor Mike Parsons (Deputy Mayor)

- |                                     |                                 |
|-------------------------------------|---------------------------------|
| * Councillor David Bilbé            | * Councillor Jennifer Jordan    |
| * Councillor Richard Billington     | * Councillor Nigel Kearse       |
| * Councillor Philip Brooker         | * Councillor Sheila Kirkland    |
| * Councillor Adrian Chandler        | * Councillor Julia McShane      |
| * Councillor Alexandra Chesterfield | * Councillor Bob McShee         |
| Councillor Nils Christiansen        | * Councillor Marsha Moseley     |
| * Councillor Colin Cross            | * Councillor Nikki Nelson-Smith |
| * Councillor Geoff Davis            | * Councillor Susan Parker       |
| * Councillor Graham Ellwood         | * Councillor Dennis Paul        |
| * Councillor David Elms             | * Councillor Tony Phillips      |
| * Councillor Matt Furniss           | * Councillor Mike Piper         |
| * Councillor Andrew Gomm            | * Councillor David Quelch       |
| * Councillor Angela Goodwin         | * Councillor Jo Randall         |
| * Councillor David Goodwin          | Councillor David Reeve          |
| Councillor Murray Grubb Jnr         | * Councillor Caroline Reeves    |
| * Councillor Angela Gunning         | * Councillor Iseult Roche       |
| * Councillor Gillian Harwood        | * Councillor Tony Rooth         |
| * Councillor Liz Hogger             | * Councillor Matthew Sarti      |
| * Councillor Christian Holliday     | Councillor Pauline Searle       |
| * Councillor Liz Hooper             | * Councillor Paul Spooner       |
| * Councillor Mike Hurdle            | * Councillor James Walsh        |
| * Councillor Michael Illman         | * Councillor Jenny Wicks        |
| * Councillor Gordon Jackson         | * Councillor David Wright       |

\*Present

Honorary Alderman Terence Patrick was also in attendance

### **CO8 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Nils Christiansen, Murray Grubb Jnr., David Reeve, and Pauline Searle, and from Honorary Aldermen K Childs, Mrs C F Cobley, Mrs S Creedy, Mrs C F P Griffin, Mrs M Lloyd-Jones, J Marks, B Parke, and L Strudwick.

### **CO9 DISCLOSURES OF INTEREST**

There were no disclosures of interest.

### **CO10 MINUTES**

The Council confirmed, as a correct record, the minutes of the Annual Meeting held on 3 May 2017. The Mayor signed the minutes.

### **CO11 MAYOR'S COMMUNICATIONS**

The Mayor thanked councillors for their support at both the Annual Meeting on 3 May and the Civic Service on Sunday 7 May 2017.

The Mayor reminded councillors that there would be an extraordinary meeting of the Council on 16 May 2017 at which the Council would be asked to approve the draft Local Plan documents for a targeted Regulation 19 public consultation.

## **CO12 LEADER'S COMMUNICATIONS**

### (a) Surrey County Council Elections

The Leader congratulated Councillors Graham Ellwood, Matt Furniss, Angela Goodwin, David Goodwin, and Marsha Moseley on their recent election to Surrey County Council.

### (b) Changes to the Executive

The Leader announced the following changes to the Executive:

- (1) The Leader thanked Councillor Tony Rooth for his time on the Executive and announced the appointment of Councillor Philip Brooker as Lead Councillor for Housing and Environment.
- (2) Changes to existing Lead Councillors' portfolio titles, which are now as follows:
  - Councillor David Bilbé - Lead Councillor for Economic Development and Tourism
  - Councillor Iseult Roche - Lead Councillor for Project Aspire, Health, Safeguarding, and Sport
  - Councillor Nikki Nelson-Smith - Lead Councillor for Social Welfare, Heritage and the Arts
- (3) A number of changes to individual lead councillor portfolio responsibilities, details of which had been circulated to councillors before the meeting.

### (c) New Executive working groups (Boards)

The Leader announced the establishment of three new executive working groups as follows:

- Transformation Board – to be chaired by Councillor Murray Grubb Jnr.
- Innovation Board – to be chaired by Councillor Gordon Jackson
- Housing Board – to be chaired by Councillor Tony Rooth

## **CO13 PUBLIC PARTICIPATION**

No questions or requests to speak had been received from the public.

## **CO14 QUESTIONS FROM COUNCILLORS**

No questions had been received from councillors.

## **CO15 APPOINTMENT TO COMMITTEES 2017-18**

The Council considered a report on the appointment of councillors to committees for the municipal year 2017-18. Details of the proposed committees and their respective size and terms of reference were set out in the report submitted to the Council, together with details of the draft numerical allocation of seats on the committees to the political groups. Each political group's nominations to fill those seats (and substitutes where appropriate), in accordance with the numerical allocation, together with nominations for election of committee and sub-committee chairmen and vice-chairmen, were set out on the Order Paper circulated at the meeting.

Upon the motion of the Deputy Leader of the Council, Councillor Matt Furniss, seconded by the Leader of the Council, Councillor Paul Spooner, the Council

**RESOLVED:**

- (1) That, for the municipal year 2017-18, the Council agrees to appoint the committees referred to in the table set out in paragraph 3.1 of the report submitted to the Council, and agrees their respective size referred to therein and the proposed terms of reference, as indicated in Appendix 1 to the report submitted to the Council.
- (2) That the Licensing Committee shall be politically balanced.
- (3) That the following sub-committees need not be politically balanced:
  - Licensing Sub-Committee
  - Licensing Regulatory Sub-Committee
- (4) That the Council approves the numerical allocation of seats to each political group on the Council, as shown on the schedule set out in Appendix 2 to the report submitted to the Council.
- (5) That the membership, including substitute membership (where applicable) of the committees, including the Guildford Local Committee, for the 2017-18 municipal year, as shown in the schedule set out in the Appendix to these minutes, be approved.
- (6) That the nominations for election of committee chairmen and vice-chairmen for the 2017-18 municipal year, as shown in the schedule set out in the Appendix to these minutes, be approved.
- (7) That the Council nominates the Leader of the Council and Lead Councillor for Planning and Regeneration for appointment as Vice-Chairman of the Guildford Local Committee for the 2017-18 municipal year, subject to Surrey County Council confirming that it wishes to continue with the arrangement.
- (8) That the Council appoints councillor Champions for 2017-18 as follows:
  - Armed Forces Champion: Councillor David Elms
  - Historic Environment and Design Champion: Councillor Paul Spooner
  - Older Persons Champion: Councillor Sheila Kirkland
- (9) That the Council agrees in principle to add the task of ex-officio trustee to the Sea Cadets (Guildford Unit) to the Armed Forces Champion's role, subject to the outcome of the work being undertaken by the Appointments to External Organisations Working Group.

Reasons for Decision:

- To comply with Council Procedure Rules 23 and 29 of the Constitution in respect of the appointment of committees and election of chairmen and vice-chairmen
- To enable the Council to comply with its obligations under the Local Government and Housing Act 1989 in respect of the political proportionality on its committees.

**CO16 RURAL ECONOMIC STRATEGY**

The Council considered a report on a proposed new rural economic strategy, which had been shaped by events and policies since the 2016 EU Brexit vote, and followed analysis and review of available statistics, research and sample surveys of companies to identify the predominant

business sectors represented in the rural west Surrey wards of Guildford, Waverley and Woking Boroughs. Hampshire County Council's Research and Intelligence Unit had been commissioned to conduct the rural mapping exercise, which included an online survey of local business needs across the three Boroughs.

The rural mapping exercise and business survey led to the early identification of the five policy priorities that were at the heart of this five-year strategy for the local rural economy:

- Affordable Housing and Sustainable Communities
- Infrastructure for Enterprise
- Landscape Management and Countryside Vision
- Green Space, Health and Wellbeing for Better Quality of Life
- Energy Policy, Generation and Supply

Sitting under these priorities were ten specific actions to be delivered during the two-year negotiation following the triggering of Article 50 of the Lisbon Treaty, the mechanism by which the UK would exit from the European Union as a result of the June 2016 Referendum vote. The report noted that there could be major implications for parts of the rural economy that had relied heavily on European subsidy and other kinds of regenerative support through grant funding. On top of this economic upheaval, issues such as affordable housing, climate change, increased risk of seasonal flooding, energy needs, food production, land use and transport were all potentially disruptive drivers of political and economic change at national or local level in future.

At its meeting on 14 November 2016, the Borough, Economy, and Infrastructure Executive Advisory Board advised the Executive that affordable housing should be the top rural economic priority. The Rural Economic Strategy complemented Guildford's new Draft Local Plan and was designed to support local communities in their important role of shaping the future of their towns and villages as sustainable places that offered affordable housing, new employment and enterprise opportunities and better local infrastructure whilst preserving the borough's special landscapes and environmental qualities.

As a consequence of the Brexit timetable, delivery of the Strategy would be set against a constantly moving background of related UK Government policy developments. Current public consultations were under way at DEFRA (two Green Papers on Environment, and Food and Farming), DCMS (Housing White Paper *Fixing our broken housing market*) and DBEIS (Green Paper *Building our Industrial Strategy*). Although looking ahead only five years at this stage, the draft Strategy would be sufficiently flexible to adapt to post-Brexit developments at national, regional or local level.

At its meeting on 18 April 2017, the Executive had considered this report and had endorsed the recommendation to adopt the strategy.

The Lead Councillor for Rural Economy, Countryside, Parks and Leisure, Councillor Richard Billington proposed, and the Leader of the Council, Councillor Paul Spooner, seconded the following motion:

"That the Rural Economic Strategy, as set out in Appendix 1 to the report submitted to the Council, be added to the Policy Framework of the Council and adopted formally as Guildford Borough Council policy, confirming the focus on the policy priorities referred to in the report and agreeing the specific delivery actions within those priorities, as set out in Appendices A and B to the Strategy."

During the debate, the Council's attention was drawn to the map on page 27 of the agenda, titled as "Rural classification by Ward – Guildford, Waverley and Woking Borough". It was suggested that the map had incorrectly classified Effingham and Pirbright wards as "Urban city

and town”, rather than “Rural village and dispersed”, as defined in the legend accompanying the map. Under Council Procedure Rule 15 (o), Councillor Billington as the mover of the original motion, indicated that he was happy to alter his motion so that the adoption of the Strategy would be subject to the clarification and any necessary correction of the map.

Councillor Susan Parker proposed, and Councillor Mike Hurdle seconded, the following amendment:

Substitute the following in place of the motion, as altered:

*“That the Council defers approval of the Rural Economic Strategy document, especially in relation to establishing priorities, so that it should be considered together with the Local Plan, as part of the proposed consultation.”*

Having debated the amendment, it was put to the vote and was lost.

In considering the original motion, as altered, the Council

RESOLVED: That, subject to the clarification and any necessary correction of the map on page 27 of the agenda in respect of the rural classification of the Effingham and Pirbright wards, the Rural Economic Strategy, as set out in Appendix 1 to the report submitted to the Council, be added to the Policy Framework of the Council and adopted formally as Guildford Borough Council policy, confirming the focus on the policy priorities referred to in the report and agreeing the specific delivery actions within those priorities, as set out in Appendices A and B to the Strategy.

Reason for Decision:

To adopt the Council’s first dedicated Rural Economic Strategy.

**CO17 PARLIAMENTARY ELECTION - 8 JUNE 2017: APPOINTMENT OF ELECTORAL REGISTRATION OFFICER/ACTING RETURNING OFFICER**

The Council noted that preparations for the Parliamentary election in Guildford on 8 June 2017 had already commenced with Sue Sturgeon discharging her duties as Electoral Registration Officer (ERO) and Acting Returning Officer (ARO). Unless the Council agreed otherwise, following Sue Sturgeon’s retirement on 31 May 2017, James Whiteman would assume the responsibilities of ERO and ARO with effect from 1 June 2017 when he formally takes up the Managing Director appointment.

In the interests of continuity and, following discussions with the Leader and Deputy Leader of the Council, it was felt that Sue Sturgeon should continue as the ERO and ARO until after the declaration of the result of the election in the Guildford Constituency on Friday 9 June 2017. James Whiteman would take up the Managing Director role on 1 June 2017, as previously agreed.

The ERO must be an officer of the Council and in order to safeguard the situation Sue Sturgeon would be re-employed by the Council on a zero hours contract for the period between 1 and 9 June 2017. As ARO, Sue Sturgeon would be remunerated for the work undertaken in that capacity, such sum being paid from central government funds in the form of a scale fee.

Following the declaration of the result on 9 June 2017, Sue Sturgeon’s employment with the Council would be terminated and James Whiteman would assume the role of ERO (and RO) with immediate effect.

Upon the motion of The Deputy Leader of the Council, Councillor Matt Furniss, seconded by the Leader of the Council, Councillor Paul Spooner, the Council

RESOLVED:

- (1) That, for the period 1 June to 9 June 2017 inclusive, Sue Sturgeon be re-appointed as an officer of the Council specifically to undertake the role of Electoral Registration Officer, to enable her to continue to fulfil the duties of Acting Returning Officer for the Parliamentary elections scheduled for 8 June 2017.
- (2) That, following 9 June 2017, the role of Electoral Registration Officer and Returning Officer shall revert back to the Managing Director in accordance with arrangements approved by the Council on 26 October 2016.

Reason for Decision:

To facilitate the continuous appointment of Sue Sturgeon as Acting Returning Officer and Electoral Registration Officer for the forthcoming Parliamentary elections scheduled for 8 June 2017.

**CO18 MINUTES OF THE EXECUTIVE**

The Council received and noted the minutes of the meeting of the Executive held on 18 April 2017.

**CO19 COMMON SEAL**

The Council

RESOLVED: That the Common Seal of the Council be affixed to any documents to give effect to any decisions taken by the Council at this meeting.

The meeting finished at 7.53 pm

Signed .....  
Mayor

Date .....

**APPOINTMENTS TO COMMITTEES AND  
ELECTION OF CHAIRMEN AND VICE-CHAIRMEN: 2017-18**

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(9)	(3)	(0)	(0)
<b>BOROUGH, ECONOMY AND INFRASTRUCTURE EXECUTIVE ADVISORY BOARD</b>  (Up to SEVEN substitutes per group)	<b>12</b>	Cllr Nils Christiansen Cllr Andrew Gomm Cllr Gordon Jackson Cllr Nigel Kears Cllr Bob McShee Cllr Mike Parsons Cllr Mike Piper Cllr Matt Sarti Cllr Jenny Wicks (C)  <u>Substitutes:</u>  Cllr Adrian Chandler Cllr Murray Grubb Jnr. Cllr Christian Holliday Cllr Jennifer Jordan Cllr Dennis Paul Cllr David Quelch Cllr Tony Rooth  (C) nominee for Chairman	Cllr Angela Goodwin (VC) Cllr Liz Hogger Cllr Julia McShane  <u>Substitutes:</u>  Cllr Colin Cross Cllr David Goodwin Cllr Gillian Harwood Cllr Tony Phillips Cllr Caroline Reeves Cllr Pauline Searle  (VC) nominee for Vice-Chairman		

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(5)	(1)	(1)	(0)
<b>CORPORATE GOVERNANCE AND STANDARDS COMMITTEE</b>  (Up to THREE substitutes per group)	7	Cllr Alex Chesterfield Cllr Gordon Jackson (C) Cllr Nigel Kears Cllr Nigel Manning Cllr Jo Randall (VC)  <u>Substitutes:</u> Cllr Richard Billington Cllr Andrew Gomm Cllr Christian Holliday  (C) nominee for Chairman (VC) nominee for Vice-Chairman	Cllr Colin Cross  <u>Substitutes:</u> Cllr David Goodwin Cllr Liz Hogger Cllr Caroline Reeves	Cllr Mike Hurdle  <u>Substitutes:</u> Cllr Susan Parker Cllr David Reeve	



COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(2)	(1)	(0)	(0)
<b>EMPLOYMENT COMMITTEE</b>  (Up to FOUR substitutes per group)	3	Cllr Matt Furniss (VC) Cllr Paul Spooner (C)  <u>Substitutes:</u> Cllr David Bilbé Cllr Richard Billington Cllr Geoff Davis Cllr Michael Illman  (C) nominee for Chairman (VC) nominee for Vice-Chairman	Cllr Caroline Reeves  <u>Substitutes:</u> Cllr Tony Phillips Cllr Pauline Searle <b>2 vacancies</b>		

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(11)	(2)	(1)	(1)
<b>LICENSING COMMITTEE</b>  NB. No substitute members may be appointed to this Committee	15	Cllr Graham Ellwood Cllr David Elms (C) Cllr Christian Holliday Cllr Jennifer Jordan Cllr Nigel Kears Cllr Nigel Manning Cllr Marsha Moseley Cllr Mike Parsons (VC) Cllr Dennis Paul Cllr David Quelch Cllr David Wright  (C) nominee for Chairman (VC) nominee for Vice-Chairman	Cllr David Goodwin Cllr Tony Phillips	Cllr Mike Hurdle	Cllr James Walsh

	Total No of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(5)	(1)	(1)	(0)
<b>Designated Licensing Sub-Committee Chairmen*</b> (must be members of the Licensing Committee)	7	Cllr David Elms Cllr Jennifer Jordan Cllr Marsha Moseley Cllr Mike Parsons Cllr David Quelch	Cllr David Goodwin	Cllr Mike Hurdle	

\*for Licensing Sub-Committee and Licensing Regulatory Sub-Committee

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(8)	(2)	(1)	(1)
<b>OVERVIEW AND SCRUTINY COMMITTEE</b>  (No limit on number of substitutes)	12	Cllr Adrian Chandler Cllr Nils Christiansen (VC) Cllr Liz Hooper Cllr Nigel Kears Cllr Sheila Kirkland Cllr Jo Randall Cllr Tony Rooth Cllr Jenny Wicks  <u>Substitutes:</u>  Cllr Alex Chesterfield Cllr David Elms Cllr Andrew Gomm Cllr Murray Grubb Jnr. Cllr Christian Holliday Cllr Gordon Jackson Cllr Jennifer Jordan Cllr Bob McShee Cllr Nigel Manning Cllr Marsha Moseley Cllr Mike Parsons Cllr Dennis Paul Cllr Mike Piper Cllr David Quelch Cllr Matt Sarti Cllr David Wright  (VC) nominee for Vice-Chairman	Cllr David Goodwin Cllr Caroline Reeves (C)  <u>Substitutes:</u> Cllr Colin Cross Cllr Angela Goodwin Cllr Gillian Harwood Cllr Liz Hogger Cllr Julia McShane Cllr Tony Phillips Cllr Pauline Searle  (C) nominee for Chairman	Cllr Susan Parker  <u>Substitutes:</u> Cllr Mike Hurdle Cllr David Reeve	Cllr James Walsh  <u>Substitute:</u> Cllr Angela Gunning

COMMITTEE	Total No of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(10)	(3)	(1)	(1)
<b>PLANNING COMMITTEE</b>  (Up to FIVE substitutes per group)	15	Cllr Richard Billington Cllr Philip Brooker Cllr Adrian Chandler Cllr Nils Christiansen Cllr David Elms Cllr Matt Furniss Cllr Marsha Moseley (C) Cllr Tony Rooth (VC) Cllr Paul Spooner Cllr Jenny Wicks  <u>Substitutes:</u> Cllr David Bilbé Cllr Sheila Kirkland Cllr Mike Piper Cllr David Quelch Cllr Jo Randall  (C) nominee for Chairman (VC) nominee for Vice-Chairman	Cllr Colin Cross Cllr Liz Hogger Cllr Caroline Reeves  <u>Substitutes:</u>  Cllr Angela Goodwin Cllr David Goodwin Cllr Julia McShane Cllr Tony Phillips Cllr Pauline Searle	Cllr Susan Parker  <u>Substitutes:</u> Cllr Mike Hurdle Cllr David Reeve	Cllr Angela Gunning  <u>Substitute:</u> Cllr James Walsh

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(8)	(2)	(1)	(1)
<b>SOCIETY, ENVIRONMENT AND COUNCIL DEVELOPMENT EXECUTIVE ADVISORY BOARD</b>  (Up to SEVEN substitutes per group)	12	Cllr Adrian Chandler (C) Cllr Christian Holliday Cllr Gordon Jackson Cllr Jennifer Jordan Cllr Sheila Kirkland Cllr Dennis Paul Cllr David Quelch Cllr David Wright  <u>Substitutes:</u>  Cllr Nils Christiansen Cllr Andrew Gomm Cllr Liz Hooper Cllr Mike Parsons Cllr Mike Piper Cllr Jo Randall Cllr Jenny Wicks  (C) nominee for Chairman	Cllr Tony Phillips Cllr Pauline Searle (VC)  <u>Substitutes:</u>  Cllr Colin Cross Cllr Angela Goodwin Cllr David Goodwin Cllr Gillian Harwood Cllr Liz Hogger Cllr Julia McShane Cllr Caroline Reeves  (VC) nominee for Vice-Chairman	Cllr David Reeve  <u>Substitutes:</u>  Cllr Mike Hurdle Cllr Susan Parker	Cllr Angela Gunning  <u>Substitute:</u>  Cllr James Walsh

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(7)	(2)	(1)	(0)
<b>SCC GUILDFORD LOCAL COMMITTEE *</b>  (Up to THREE substitutes per group)	<b>10</b>	Cllr David Bilbé Cllr Nils Christiansen Cllr Nigel Kearsé Cllr Mike Piper Cllr Matthew Sarti Cllr Paul Spooner Cllr David Wright  <u>Substitutes:</u> Cllr Mike Parsons Cllr Jo Randall Cllr Tony Rooth	Cllr Julia McShane Cllr Tony Phillips  <u>Substitutes:</u> Cllr Gillian Harwood Cllr Caroline Reeves Cllr Pauline Searle	Cllr David Reeve  <u>Substitutes:</u> Cllr Mike Hurdle Cllr Susan Parker	

\* The Guildford Local Committee is one of eleven established by Surrey County Council in 2002 to bring its decision-making and its services closer to the communities it serves. They discuss issues such as education, social care, young people, highways and transport. The Committee comprises ten Surrey County Councillors, representing each of the county electoral divisions within Guildford borough, and ten co-opted borough councillors.

1.