

GUILDFORD BOROUGH COUNCIL

Minutes of a meeting of Guildford Borough Council held at Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BB on Tuesday, 15th May, 2018

* Councillor Mike Parsons (Mayor)

* Councillor Richard Billington (Deputy Mayor)

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

*Present

CO8 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Colin Cross, David Elms, and Christian Holliday, and from Honorary Aldermen Mrs C F Cobley, Mrs C F P Griffin, J Marks, B Parke, T Patrick, 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 9 May 2018. The Mayor signed the minutes.

CO11 MAYOR'S COMMUNICATIONS

The Mayor thanked councillors for their support at both the Annual Meeting on 9 May and the Civic Service on Sunday 13 May 2018.

CO12 LEADER'S COMMUNICATIONS

The Leader welcomed the Mayor and Deputy Mayor to their first meeting after the Annual Meeting.

In relation to the Local Plan Examination, the Leader informed councillors that the Council had responded fully to the first set of questions from the Inspector, Jonathan Bore, and were in the process of responding to the second set of questions, details of which would be posted on to the Council's website in the next 24 hours.

The Leader reiterated that the Council had a sound Local Plan, and could achieve its objectively assessed housing needs. Furthermore, that the sensitivity analysis was correct. The Leader felt strongly that the Council should not agree to large numbers of extra housing in the borough on the basis that we already had a 20% buffer and could demonstrate that we can meet the needs.

The Leader did not agree that there was an unmet need in Woking that should require housing in Guildford's green belt, bearing in mind that Woking Borough Council had not completed a full Greenbelt and Countryside Study.

CO13 PUBLIC PARTICIPATION

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

CO14 QUESTIONS FROM COUNCILLORS

(a) Councillor Caroline Reeves asked the Leader of the Council, Councillor Paul Spooner, the following question:

"Since the 2016 EU referendum, there are over 5,000 EU citizens resident in our Borough who have been living in limbo and fear. While the EU/UK negotiations are ongoing, British family members (spouses, children, grandchildren), businesses and employees are unable to plan for their future.

The application process for Permanent Residence is extremely challenging, long-winded and expensive. Currently the government can request unfair requirements for Comprehensive Sickness Insurance (CSI), plus the checks on length of employment and minimum earnings will disenfranchise many women. The prospect of all EU citizens being granted Permanent Residence by March 2019 is exceedingly slim, adding unnecessarily to the levels of anxiety. The new "Settled Status" scheme, to be phased in after March 2019, still lacks clarity, is expensive and will require applicants to have IT skills in order to be used.

I would therefore like to ask the Leader of the Council whether he would take the following action on behalf of the Council:

- (1) to request formally that the government vastly improves and shortens the processing time of the current passport return and nationality checking services, so people can easily apply now for Permanent Residence and citizenship;*
- (2) to campaign to simplify the application process for Permanent Residence and citizenship; and*
- (3) to campaign for the processing of applications for Settled Status of EU citizens post Brexit to be*

- (a) light touch (checking ID and proof of address only), and
- (b) run by local councils with adequate funding from central government.

Note: For the purpose of clarification, Settled Status is not a registration process, it is an application process whereby EU residents need to ask permission and be granted permission for their name to be added to a database of aliens.

- *For Permanent Residency and citizenship applications (up to Brexit day) more locations for the passport checking service will be vital as there will be a rush because of the deadline. Guildford has a particularly high rate of EU nationals from western Europe who came pre 2004.*
- *For Settled Status (soon after Brexit day and throughout the implementation period until December 2020) there should be a council-run and government funded advice service which EU citizens can go to in person when the scheme starts. All the information available is extremely muddled and generating a lot of stress and anguish."*

The Leader of the Council's response was as follows:

"EU citizens are a key part of our community in Guildford and I have always been clear that their rights need to be secured.

The precise details of the UK's future relationship with the EU have yet to be decided. However, I understand that we are close to reaching an agreement that would guarantee both EU citizens in the UK and British citizens in the EU will be able to carry on living their lives broadly as before.

The rights of EU citizens here in Guildford and across the UK will be upheld by writing them into UK law. This will be done through Parliamentary process using the Withdrawal Agreement and Implementation Bill, which will be brought forward after negotiations have been completed on the agreement itself.

A new settled status scheme under UK law will be introduced for EU citizens and their family members, covered by the Withdrawal Agreement. The scheme will provide a transparent and streamlined process, the criteria for which will be set out in the Withdrawal Agreement and I expect it will incorporate appropriate criminality checks.

Applicants who already have five years' continuous residence in the UK will be immediately eligible for settled status. Those who arrived before the specified date but do not yet meet the five-year threshold by exit day will be allowed to stay until they reach that point and can also secure settled status. Those EU citizens who are granted settled status will be treated like a comparable UK national, entitled to broadly the same rights and benefits.

I do appreciate your concern over this sensitive issue. Those who wish to make a life in Guildford, or anywhere else in the UK, with their family, work hard and make a contribution to society should be welcomed - but a family life must not be established here at the taxpayers' expense. With this in mind, the Government has reformed family visas and checks have been put in place to make sure that people who wish to bring somebody who is not a British citizen into the country are able to financially support them. The Supreme Court has upheld the lawfulness of this important policy.

At present, the income threshold of £18,600 is based on advice from the independent Migration Advisory Committee, and is calculated as the level at which a couple generally stops being able to access income-related benefits.

The Government is continually adapting the immigration system so it works in the national interest and I am reassured that it is keeping the impact of the new rules on family life in the UK under close review.

While there will be no change to the rights of EU citizens living in the UK while the UK remains in the EU, I welcome the announcement from the Prime Minister that after the UK has left the European Union, EU citizens with settled status will be able to bring family members from overseas on the same terms as British nationals”.

Councillor Paul Spooner
Leader of the Council

In a supplementary question, Councillor Reeves asked the Leader of the Council whether he would ask Guildford’s MP to:

- (i) persuade the government and Surrey County Council to improve the facilities at Weybridge where applications were being processed; and
- (ii) look into the issue around the complexity of the process and level of detail needed for people who have lived and worked here for many years and been part of our communities to prove five years’ continuous residence.

In response, the Leader of the Council acknowledged fully Councillor Reeves’ concerns but felt that there was still time to resolve the issues raised and would be happy for Councillor Reeves to accompany him to discuss these further with Anne Milton MP.

- (b) Councillor David Reeve asked the Lead Councillor for Finance and Asset Management, Councillor Michael Illman, the following question:

“Can the Lead Councillor for Finance and Asset Management please provide details of the Council’s policy for the listed buildings for which it is responsible (on both the Statutory and Local Lists) in terms of:

- *Condition monitoring*
- *Maintenance and/or restoration*
- *Retention*

If the information is readily available, could the Lead Councillor also provide figures for:

- *The total number of such listed buildings.*
- *The aggregate capital value of these buildings.*
- *The aggregate annual maintenance expenditure on these buildings in each of the last five years.”*

The Lead Councillor’s response was as follows:

“The Council’s approach for listed buildings for which it is responsible (on both the Statutory and Local Lists) is as follows:

General Fund properties:

- *Condition monitoring – Ongoing programme of condition surveys together with data collected from the repairs and maintenance teams.*

- *Maintenance and/or restoration – Majority of maintenance works are programmed into the Repairs and Maintenance revenue budget; Major works are looked at on a case by case basis with a bid application for capital monies if appropriate*
- *Retention – Reviewed through an asset review process, and when a property becomes vacant a decision will be made as to whether retention or disposal is appropriate in the light of the demand for such a property and any investment that may be required.*

Housing properties:

- *Condition monitoring – Ongoing programme of stock surveys designed to identify general trends and component deterioration rates across the stock to inform capital investment programme together with data collected from the repairs and maintenance teams.*
- *Maintenance and/or restoration – Our approach is governed by our obligations set out in the tenancy agreement and our regulatory obligations as a registered social housing landlord as set out by the Homes and communities Agency*
- *Retention – Tenants who have a secure tenancy have a statutory right to buy – this right could not be denied if a property was listed. When a property becomes vacant a decision will be made as to whether retention or disposal is appropriate in the light of the demand for such a property and any investment that may be required. Disposal is rarely appropriate.*

Costs and values for General Fund and Housing properties together are:

- *The total number of listed buildings: 44*
- *The aggregate capital value of these buildings: £27,097,600*
- *The aggregate annual maintenance expenditure on these buildings in each of the last five years is shown in the table below.*

Year	£
2013-14	463,902
2014-15	345,708
2015-16	423,063
2016-17	254,420
2017-18	280,548
Total:	1,767,641

Councillor Michael Illman
Lead Councillor for Finance and Asset Management

In a supplementary question, Councillor Reeve asked the Lead Councillor when the last survey of West Lodge had been undertaken and could he give assurance that this Council did not and would not attempt to solve a problem that may have been caused by the lack of our own investment by simply selling the property.

In response, the Lead Councillor indicated that he would investigate the matter further and respond to Councillor Reeve outside of the meeting.

CO15 CORPORATE PLAN 2018-2023

The Council was reminded that the Local Government Association had been asked to undertake a corporate peer challenge of the Council in December 2017. The final report on the outcome of this review had been very positive and well received by the Executive and Management Team. A

number of useful recommendations had also been made on suggested improvements, with one key area for the Council to consider being prioritisation within the Corporate Plan.

Since the peer challenge, the Council had undertaken consultation with residents, partners and other interested parties to help inform the identification of future priorities. Workshops had also been held for councillors and senior officers to help shape the content of the new plan.

Following this consultation and a review of existing activities and future challenges, a proposed new Corporate Plan had been presented to a meeting of the Joint Executive Advisory Board on 23 April 2018. The Board's comments on the draft plan, as set out in Appendix 3 to the report to the Council, had been considered by the Executive on 24 April 2018. At that meeting, the Executive recommended approval of the plan, subject to such further amendments as may be agreed by the Managing Director, in consultation with the Leader of the Council, taking into careful consideration the comments and suggestions submitted by the Joint Executive Advisory Board.

The report now before the Council highlighted the various changes made to the proposed new Corporate Plan since the meeting of the Executive and presented it for adoption by the Council.

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

RESOLVED:

- (1) That the proposed new Corporate Plan 2018-2023, as set out in Appendix 1 to the report submitted to the Council, be adopted, subject to the correction of the project "*Start delivery of housing as part of the Slyfield Area Regeneration Plan*" to read: "*Start delivery of the Slyfield Area Regeneration Plan*".
- (2) That the Managing Director, in consultation with the Leader of the Council, be authorised to make further minor amendments to the Corporate Plan, including the formatting and photographic images, to facilitate publication.

Reason:

The proposed new Corporate Plan has been prepared to set out the Council's priorities for the period up to 2023.

CO16 APPOINTMENT OF COMMITTEES: 2018-19

The Council considered a report on the appointment of councillors to committees for the municipal year 2018-19. 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.

The report also sought the Council's approval to formalise arrangements for the appointment of Deputy Lead Councillors, whose main purpose would be to support a designated lead councillor in the management of their portfolio.

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 2018-19, 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 nominations for membership of the Guildford Local Committee, for the 2018-19 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 2018-19 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 2018-19 municipal year, subject to Surrey County Council confirming that it wishes to continue with the arrangement.
- (8) That the amendment to Article 7 of the Constitution (The Executive), as set out in Appendix 3 to the report submitted to the Council, be approved, subject to the amendment of paragraph (d) of the list of Key Duties and Responsibilities of Deputy Lead Councillors to read:

“(d) To deputise for the relevant Lead Councillor at meetings, briefings, or external events as appropriate, including attendance at EAB meetings and, *with the agreement of the chairman*, Overview and Scrutiny Committee meetings as required, to answer questions or to speak on behalf of the Lead Councillor on matters relating to the relevant portfolio responsibilities”.
- (9) That the Council appoints councillor Champions for 2018-19 as follows:
 - Armed Forces Champion: Councillor David Elms
 - Historic Environment and Design Champion: Councillor Paul Spooner
 - Older Persons Champion: Councillor Geoff Davis

Reasons:

- 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.

CO17 MINUTES OF THE EXECUTIVE

The Council received and noted the minutes of the meeting of the Executive held on 27 March 2018.

CO18 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 7.41 pm

Signed
Mayor

Date

**APPOINTMENTS TO COMMITTEES AND
ELECTION OF CHAIRMEN AND VICE-CHAIRMEN: 2018-19**

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(9)	(3)	(0)	(0)
BOROUGH, ECONOMY AND INFRASTRUCTURE EXECUTIVE ADVISORY BOARD (Up to SEVEN substitutes per group)	12	Cllr Alex Chesterfield Cllr Nils Christiansen (C) Cllr David Elms Cllr Andrew Gomm Cllr Jennifer Jordan Cllr Dennis Paul Cllr Mike Piper Cllr David Quelch Cllr Jenny Wicks <u>Substitutes:</u> Cllr Adrian Chandler Cllr Christian Holliday Cllr Liz Hooper Cllr Nigel Kearse Cllr Shelia Kirkland Cllr Bob McShee Cllr Tony Rooth	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		

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(5)	(1)	(1)	(0)
CORPORATE GOVERNANCE AND STANDARDS COMMITTEE (Up to THREE substitutes per group)	7	Cllr Richard Billington (C) Cllr Alex Chesterfield (VC) Cllr Nils Christiansen Cllr Andrew Gomm Cllr Nigel Kearse <u>Substitutes:</u> Cllr Christian Holliday Cllr Dennis Paul Cllr David Quelch	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)
EMPLOYMENT COMMITTEE (Up to FOUR substitutes per group)	3	Cllr Matt Furniss (VC) Cllr Paul Spooner (C) <u>Substitutes:</u> Cllr David Bilbé Cllr Philip Brooker Cllr Geoff Davis Cllr Nigel Manning	Cllr Caroline Reeves <u>Substitutes:</u> Cllr David Goodwin Cllr Tony Phillips Cllr Pauline Searle 1 vacancy		

COMMITTEE	Total No. of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(11)	(2)	(1)	(1)
LICENSING COMMITTEE NB. No substitute members may be appointed to this Committee	15	Cllr Graham Ellwood Cllr David Elms (C) Cllr Christian Holliday Cllr Michael Illman Cllr Jennifer Jordan Cllr Nigel Kears Cllr Nigel Manning Cllr Marsha Moseley Cllr Dennis Paul (VC) Cllr David Quelch Cllr David Wright	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)
Designated Licensing Sub-Committee Chairmen* (must be members of the Licensing Committee)	7	Cllr David Elms Cllr Jennifer Jordan Cllr Marsha Moseley Cllr Dennis Paul 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)
OVERVIEW AND SCRUTINY COMMITTEE (No limit on number of substitutes)	12	Cllr Richard Billington Cllr Adrian Chandler Cllr Nigel Kearse Cllr Dennis Paul Cllr Mike Piper Cllr David Quelch Cllr Tony Rooth Cllr Jenny Wicks <u>Substitutes:</u> Cllr Alex Chesterfield Cllr Nils Christiansen Cllr David Elms Cllr Andrew Gomm Cllr Murray Grubb Jnr. Cllr Christian Holliday Cllr Liz Hooper Cllr Jennifer Jordan Cllr Shelia Kirkland Cllr Bob McShee Cllr Marsha Moseley Cllr Mike Parsons	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	Cllr Susan Parker <u>Substitutes:</u> Cllr Mike Hurdle Cllr David Reeve	Cllr James Walsh (VC) <u>Substitute:</u> Cllr Angela Gunning

COMMITTEE	Total No of Members	POLITICAL COMPOSITION			
		Conservatives	Liberal Democrats	Guildford Greenbelt Group	Labour
		(10)	(3)	(1)	(1)
PLANNING COMMITTEE (Up to FIVE substitutes per group)	15	Cllr David Bilbé Cllr Richard Billington Cllr Philip Brooker Cllr Nils Christiansen Cllr David Elms Cllr Matt Furniss Cllr Marsha Moseley (C) Cllr Tony Rooth Cllr Paul Spooner Cllr Jenny Wicks (VC) <u>Substitutes:</u> Cllr Adrian Chandler Cllr Sheila Kirkland Cllr Mike Piper Cllr David Quelch Cllr Jo Randall	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)
SOCIETY, ENVIRONMENT AND COUNCIL DEVELOPMENT EXECUTIVE ADVISORY BOARD (Up to SEVEN substitutes per group)	12	Cllr Adrian Chandler (C) Cllr Murry Grubb Jnr Cllr Christian Holliday Cllr Nigel Kearse Cllr Sheila Kirkland Cllr Bob McShee Cllr Tony Rooth Cllr Matt Sarti <u>Substitutes:</u> Cllr Andrew Gomm Cllr Liz Hooper Cllr Jennifer Jordan Cllr Dennis Paul Cllr Mike Piper Cllr David Quelch Cllr Jenny Wicks	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	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)
SCC GUILDFORD LOCAL COMMITTEE NB. No substitute members may be appointed to this Committee	10	Cllr David Bilbé Cllr Nils Christiansen Cllr Nigel Kearsé Cllr Mike Piper Cllr Matthew Sarti Cllr Paul Spooner Cllr David Wright	Cllr Julia McShane Cllr Tony Phillips	Cllr David Reeve	