

# GUILDFORD BOROUGH COUNCIL

Minutes of the Selection 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 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 Acting RO 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) 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) 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) Chairman (VC) 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)	<b>3</b>	Cllr Matt Furniss (VC) Cllr Paul Spooner (C)  <u>Substitutes:</u> Cllr David Bilbé Cllr Richard Billington Cllr Geoff Davis Cllr Michael Illman  (C) Chairman (VC) 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) Chairman (VC) 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) 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) 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) Chairman (VC) 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) 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) 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.

# GUILDFORD BOROUGH COUNCIL

Minutes of an extraordinary meeting of Guildford Borough Council held at Council Chamber, Millmead House, Millmead, Guildford, Surrey, GU2 4BB on Tuesday 16 May 2017

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

- |                                     |                                 |
|-------------------------------------|---------------------------------|
| * Councillor David Bilbé            | * Councillor Gordon Jackson     |
| * Councillor Richard Billington     | * Councillor Nigel Kears        |
| * 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 Jennifer Jordan        | Councillor David Wright         |

\*Present

Honorary Alderman Terence Patrick was also in attendance.

## **CO20 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Adrian Chandler, Gillian Harwood, Christian Holliday, Bob McShee, and Iseult Roche and from Honorary Aldermen Mrs C F Copley, Mrs C F P Griffin, J Marks and L Strudwick.

Councillor David Wright was also absent from the meeting.

## **CO21 DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CO22 MAYOR'S COMMUNICATIONS**

### Armed Forces Week: 19 – 24 June 2017

The Mayor reminded councillors that the flag raising ceremony would take place at the Guildhall on Monday 19 June at 12 noon, and that on Armed Forces Day itself, Saturday 24 June, ATC Pirbright would exercise its Freedom of the Borough with a parade through Guildford High Street stepping-off at 12.15pm. There would be an inspection and short ceremony outside Holy Trinity Church before the parade continued to G-Live for a civic reception.

## **CO23 LEADER'S COMMUNICATIONS**

There were no communications from the Leader of the Council.

## **CO24 PUBLIC PARTICIPATION**

### Statements

The following persons addressed the Council meeting in respect of Minute No. CO26 – Proposed Submission Local Plan: strategy and sites (June 2017)

- (1) Andy Stallan (Director of WYG)
- (2) Steven Brown (Woolf Bond Planning to speak on behalf of Taylor Wimpey)
- (3) Geoff Smith (Director of Planning DMH Stallard LLP on behalf of Ewbank's, Burnt Common, Send)
- (4) Kevin Fulcher (on behalf of Homes for Surrey)
- (5) Alex Mackenzie Smith (President of the University of Surrey Students' Union)
- (6) Andrew Procter (resident of Send)

The Leader of the Council responded to the statements.

## **CO25 QUESTIONS FROM COUNCILLORS**

There were no questions, on notice, from councillors.

## **CO26 PROPOSED SUBMISSION LOCAL PLAN: STRATEGY AND SITES JUNE 2017**

The Council considered the proposed Submission Local Plan: strategy and sites (2017) ("the draft Local Plan"), which outlined the spatial development strategy for the borough up to 2034. The draft Local Plan was structured around four central themes closely linked to the objectives of the Council's Corporate Plan (2015-2020). Policies were grouped into one of the following categories: strategic, housing, protecting, economy, design, infrastructure and delivery.

The draft Local Plan had set out the quantum and location of development based on an evaluation of objectively assessed need (OAN) for new homes, employment and retail space and an assessment of whether this quantum of development could be provided in a sustainable way following consideration of other policy constraints. The conclusion reached was that appropriate sustainable sites could be allocated within the plan to meet the OAN for both housing and employment.

The draft Local Plan was also concerned with the protection and enhancement of the local environment, the provision of appropriate infrastructure to support the planned growth of the borough and the promotion of sustainable transport.

The Council noted the significant changes made to the updated draft Local Plan (2017) compared to the Draft Guildford borough Local Plan: strategy and sites (June 2016). The changes reflected consideration of representations received through the consultation process, changes in circumstances and changes to the evidence base. These changes included a targeted reduction of 1,400 residential units (plus a further reduction in the buffer by approximately 600 units, bringing a net reduction of 2,000 units) as a consequence of the revisions to the Strategic Housing Market Assessment and a number of significant changes to site allocations. Other changes included improvements to the drafting of text in the draft Local Plan to provide better clarity and consistency. The Council was informed that the OAN could only be achieved if the necessary infrastructure improvements could be secured prior to development.

The report to Council included the comments made by the Borough, Economy and Infrastructure Executive Advisory Board at its special meeting held on 20 April 2017. A copy of the draft minutes of the special meeting of the Executive held earlier in the day at which the



proposed Submission Local Plan had been considered were attached, for noting, as Appendix 1 to the Order Paper circulated at the meeting.

Following advice from the Planning Inspectorate, the Council noted that it would be necessary to carry out a further “targeted” consultation specifically focussed only on the proposed changes to the plan in advance of submitting the document to the Secretary of State.

It was proposed to consult on the draft updated Local Plan for six weeks commencing 9 June 2017. Following this period, all comments and representations relating to changes made to the 2016 plan during the consultation period would be considered. The Council would then consider any additional amendments deemed to be necessary to the plan and a decision taken on whether to consult further or to formally submit the plan to the Secretary of State.

The Council noted a small number of corrections to the draft Local Plan, including three site plans in respect of Jacobs Well and Keogh Barracks, which were omitted from the printed agenda; and updated wording of Policy S2 in relation to travellers, details of which were attached to, or set out in, the Order Paper.

The Mayor drew the Council’s attention to the late representations received from the London Green Belt Council and the University of Surrey Students’ Union, together with the Leader’s response, which were set out in the Order Paper.

Prior to the formal consideration of the matter by the Council, Stuart Harrison (Planning Policy Manager) and Laura Howard (Principal Policy Planner) gave a presentation to councillors on the key issues in respect of the draft Local Plan.

The Leader of the Council, and Lead Councillor for Planning and Regeneration, Councillor Paul Spooner, seconded by the Deputy Leader of the Council, and Lead Councillor for Infrastructure and Governance, Councillor Matt Furniss, proposed the following motion:

- “(1) That, subject to the correction of Policy S2 and inclusion of the omitted plans in respect of Jacobs Well and Keogh Barracks referred to above, the draft Local Plan: strategy and sites document be approved for formal public consultation for a six week period beginning Friday 9 June 2017, such consultation to focus specifically on the proposed changes highlighted in the document.
- (2) That the Director of Planning and Regeneration be authorised, in consultation with the Lead Councillor for Planning and Regeneration, to make such minor alterations to improve the clarity of the document as she may deem necessary”.

Following the debate on the motion, and before the debates on the two amendments tabled at the meeting, the Council agreed that recorded votes would be taken in respect of each of those amendments together with the final vote.

#### **Amendment No. 1**

Councillor Tony Phillips proposed, and Councillor David Goodwin seconded the following amendment:

Substitute the following in place of the motion:

- “(1) *That strategic site allocation A26, Blackwell Farm, Hog’s Back, Guildford be deleted from the draft Local Plan: strategy and sites document, as submitted to the Council.*
- (2) *That, taking account of the deletion of the Blackwell Farm site and the consequential implications for the draft Plan and its associated documents, the Local Plan Panel and the officers be requested to:*

- (a) *review the draft Plan and those documents, and*
- (b) *re-submit them to a future meeting of the Council for approval for public consultation.”*

Following the debate on the Amendment No. 1, it was put to a recorded vote and was lost with 6 councillors voting in favour, 35 against with one abstention as follows:

**For:**

Cllr Colin Cross  
Cllr David Goodwin  
Cllr Mike Hurdle  
Cllr Susan Parker  
Cllr Tony Phillips  
Cllr David Reeve

**Against:**

Cllr David Bilbé  
Cllr Richard Billington  
Cllr Philip Brooker  
Cllr Alexandra Chesterfield  
Cllr Nils Christiansen  
Cllr Geoff Davis  
Cllr Graham Ellwood  
Cllr David Elms  
Cllr Matt Furniss  
Cllr Andrew Gomm  
Cllr Angela Goodwin  
Cllr Murray Grubb Jnr.  
Cllr Angela Gunning  
Cllr Liz Hogger  
Cllr Liz Hooper  
Cllr Michael Illman  
Cllr Gordon Jackson  
Cllr Jennifer Jordan  
Cllr Nigel Kearse  
Cllr Sheila Kirkland  
Cllr Nigel Manning  
Cllr Marsha Moseley  
Cllr Nikki Nelson-Smith  
Cllr Mike Parsons  
Cllr Dennis Paul  
Cllr Mike Piper  
Cllr David Quelch  
Cllr Jo Randall  
Cllr Caroline Reeves  
Cllr Tony Rooth  
Cllr Matt Sarti  
Cllr Pauline Searle  
Cllr Paul Spooner  
Cllr James Walsh  
Cllr Jenny Wicks

**Abstain:**

Cllr Julia McShane

**Amendment No. 2**

Councillor Colin Cross proposed, and Councillor Liz Hogger seconded the following amendment:

Substitute the following in place of the motion:

- “(1) *That strategic site allocation A35, the former Wisley Airfield, Ockham, be deleted from the draft Local Plan: strategy and sites document, as submitted to the Council because it is:*
- (a) *disproportionate and totally unsuitable to be developed in the way that is being proposed in this Local Plan;*
  - (b) *wholly unsustainable; and*
  - (c) *completely lacking the necessary infrastructure.*

- (2) *That, taking account of the deletion of the Wisley Airfield site and the consequential implications for the draft Plan and its associated documents, the Local Plan Panel and the officers be requested:*
- (a) *to review the draft Plan and those documents with a view to identifying alternative options to make the Wisley Airfield site unnecessary by way of enacting the NPPF constraints option and increasing the annual windfall allowance, and*
- (b) *to re-submit the draft Plan to a future meeting of the Council for approval for public consultation.”*

Following the debate on Amendment No.2, it was put to a recorded vote and was lost with 10 councillors voting in favour, 32 against with no abstentions, as follows:

**For:**

Cllr Colin Cross  
 Cllr David Goodwin  
 Cllr Liz Hogger  
 Cllr Mike Hurdle  
 Cllr Susan Parker  
 Cllr Tony Phillips  
 Cllr David Reeve  
 Cllr Matt Sarti  
 Cllr Pauline Searle  
 Cllr Jenny Wicks

**Against:**

Cllr David Bilbé  
 Cllr Richard Billington  
 Cllr Philip Brooker  
 Cllr Alexandra Chesterfield  
 Cllr Nils Christiansen  
 Cllr Geoff Davis  
 Cllr Graham Ellwood  
 Cllr David Elms  
 Cllr Matt Furniss  
 Cllr Andrew Gomm  
 Cllr Angela Goodwin  
 Cllr Murray Grubb Jnr.  
 Cllr Angela Gunning  
 Cllr Liz Hooper  
 Cllr Michael Illman  
 Cllr Gordon Jackson  
 Cllr Jennifer Jordan  
 Cllr Nigel Kearse  
 Cllr Sheila Kirkland  
 Cllr Nigel Manning  
 Cllr Julia McShane  
 Cllr Marsha Moseley  
 Cllr Nikki Nelson-Smith  
 Cllr Mike Parsons  
 Cllr Dennis Paul  
 Cllr Mike Piper  
 Cllr David Quelch  
 Cllr Jo Randall  
 Cllr Caroline Reeves  
 Cllr Tony Rooth  
 Cllr Paul Spooner  
 Cllr James Walsh

Having considered the original motion, the Council

**RESOLVED:**

- (1) That, subject to the correction of Policy S2 and inclusion of the omitted plans in respect of Jacobs Well and Keogh Barracks referred to above, the draft Local Plan: strategy and sites document be approved for formal public consultation for a six week period beginning Friday 9 June 2017, such consultation to focus specifically on the proposed changes highlighted in the document.
- (2) That the Director of Planning and Regeneration be authorised, in consultation with the Lead Councillor for Planning and Regeneration, to make such minor alterations to improve the clarity of the document as she may deem necessary.

Reason(s) for Decision:

The draft Local Plan amends the Council's previously published Guildford borough Local Plan Strategy and Sites (2016) in light of representations received and the evolving evidence base. It provides a coherent approach to future development and allocates sites to accommodate sustainable development in the borough up to 2034. The document is considered to be positively prepared, justified, effective and consistent with national policy.

The recommendations above are made to encourage the Council to:

- (1) Enable the draft Local Plan: strategy and sites document to be published for public consultation.
- (2) Allow officers to undertake public consultation in line with the Town and Country Planning (Local Planning) (England) Regulations 2012, the Localism Act 2011, the Planning and Compulsory Purchase Act 2004, the National Planning Policy Framework 2012, Planning Policy for Traveller Sites 2015, the National Planning Practice Guidance, and the adopted Statement of Community Involvement 2013 known as Community Engagement in Planning.

Undertaking a public consultation on the draft Local Plan is a statutory requirement placed on Local Planning Authorities under Regulation 19 of The Town and Country Planning (Local Planning) (England) Regulations 2012 and will enable the Council to move a step closer to adopting an up-to-date Local Plan.

The result of the recorded vote on the original motion was 34 councillors in favour, with 8 against and no abstentions, as follows:

**For:**

Cllr David Bilbé  
Cllr Richard Billington  
Cllr Philip Brooker  
Cllr Alexandra Chesterfield  
Cllr Nils Christiansen  
Cllr Geoff Davis  
Cllr Graham Ellwood  
Cllr David Elms  
Cllr Matt Furniss  
Cllr Andrew Gomm  
Cllr Angela Goodwin  
Cllr Murray Grubb Jnr.  
Cllr Angela Gunning  
Cllr Liz Hogger  
Cllr Liz Hooper  
Cllr Michael Illman  
Cllr Gordon Jackson  
Cllr Jennifer Jordan  
Cllr Nigel Kearse  
Cllr Sheila Kirkland  
Cllr Nigel Manning  
Cllr Julia McShane  
Cllr Marsha Moseley  
Cllr Nikki Nelson-Smith  
Cllr Mike Parsons  
Cllr Dennis Paul  
Cllr Mike Piper  
Cllr David Quelch  
Cllr Jo Randall  
Cllr Caroline Reeves  
Cllr Tony Rooth  
Cllr Pauline Searle  
Cllr Paul Spooner  
Cllr James Walsh

**Against:**

Cllr Colin Cross  
Cllr David Goodwin  
Cllr Mike Hurdle  
Cllr Susan Parker  
Cllr Tony Phillips  
Cllr David Reeve  
Cllr Matt Sarti  
Cllr Jenny Wicks

## **CO27 DISCIPLINARY PROCEDURES FOR THE HEAD OF PAID SERVICE, MONITORING OFFICER AND CHIEF FINANCE OFFICER**

The Council was reminded that, following Sue Sturgeon's retirement on 31 May 2017, James Whiteman had been appointed to succeed her as the Council's Managing Director and Head of Paid Service with effect from 1 June 2017.

As part of the process of finalising Mr Whiteman's employment contract in respect of his appointment, it became apparent that the Council's procedures for dealing with disciplinary action, including dismissal, against the Council's Head of Paid Service, Monitoring Officer, and Chief Finance Officer (known as "Relevant Officers") required further clarification to bring them into line with accepted best practice in local government.

In 2015, and in response to requirements of The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 ("the 2015 Regulations"), the Council approved new arrangements for dealing with disciplinary action against a "relevant officer", which were incorporated into Officer Employment Procedure Rules in Part 4 of the Constitution.

In essence, these arrangements provided that the power to approve the dismissal of a relevant officer may only be exercised by full Council and only after taking into account:

- (a) any advice, views or recommendations of a Panel, comprising of at least two Independent Persons appointed under section 28(7) of the Localism Act 2011,
- (b) the conclusions of any investigation into the proposed dismissal, and
- (c) any representations from the relevant officer

Whilst the 2015 Regulations dealt with the statutory process leading up to the decision by full Council to approve a dismissal, there was no adopted procedure for dealing with the earlier stages of the process, including:

- (i) the appointment of an independent investigator to look into allegations of misconduct,
- (ii) the submission of the independent investigator's report, including their findings and recommendations, to a committee of councillors for the purpose of holding a hearing into the allegations, and
- (iii) actions that may be taken by the committee, including action short of dismissal and a process for dealing with appeals against such action.

The Council therefore considered a report which proposed to incorporate into Officer Employment Procedure Rules more detailed procedures for dealing with allegations of misconduct by the relevant officers and directors, and to amend the terms of reference of the Employment Committee to clarify its role in the process.

The report also proposed to clarify the constitution of the Independent Panel and existing officer delegations in respect of disciplinary action (including dismissal) of officers below Director level.

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, subject to formal consultation with the Relevant Officers and Directors and to the receipt of no well-founded objections,
  - (a) the amendments to Officer Employment Procedure Rules, as set out in Annex 1 to the report submitted to the Council, be adopted; and

(b) the terms of reference of the Employment Committee be amended as shown in Annex 2 to the report submitted to the Council.

- (2) That, in accordance with Section 102(4) of the Local Government Act 1972, the Council appoints an Independent Panel comprising at least two relevant independent persons only, for the purposes of advising the Council on matters relating to the dismissal of Relevant Officers of the Council.
- (3) That the Council authorises the Managing Director or the Monitoring Officer, as appropriate, to invite relevant independent persons to be considered for appointment to the Panel and to appoint to the Independent Panel such independent persons who have accepted an invitation.
- (4) That the Powers Reserved to Directors in the scheme of delegation to officers in Part 3 of the Constitution, be amended, so that it reads:

~~“Within approved budgets and in consultation with the relevant head of service, if where appropriate and Director of Resources~~

.....

(b) to establish or re-organise the staffing structure within their area of responsibility; and to appoint, suspend, discipline and dismiss staff within their area, and to authorise officers reporting directly to them to appoint, discipline and dismiss staff in accordance with the Council's policies.”

Reason for Decision:

To put in place agreed disciplinary procedures for dealing with allegations of misconduct against the relevant officers.

**CO28 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 9.20 pm

Signed .....

Mayor

Date .....