



## COUNCIL MEETING

**TUESDAY 6 DECEMBER 2022**

### ORDER PAPER

#### WEBCASTING NOTICE

This meeting will be recorded for live and/or subsequent broadcast on the Council's website in accordance with the Council's capacity in performing a task in the public interest and in line with the Openness of Local Government Bodies Regulations 2014.

The whole of the meeting will be recorded, except where there are confidential or exempt items, and the footage will be on the website for six months.

If you have any queries regarding webcasting of meetings, please contact Committee Services.

I would like to welcome everyone to this evening's meeting of the Council.

I should be grateful if you would ensure that your mobile phones and other hand-held devices are switched to silent during the meeting. If the fire alarm sounds during the course of the meeting - we are not expecting it to go off - please leave the Council Chamber immediately and proceed calmly to the assembly point in Millmead on the paved area adjacent to the river as you exit the site.

This Order Paper sets out details of those members of the public who have given advance notice of their wish to ask a question or address the Council in respect of any business on tonight's agenda. It also sets out details of any questions submitted by councillors together with any motions and amendments to be proposed by councillors in respect of the business on the agenda.

Unless a member of the public has given notice of their wish to ask a question or address the Council under Item 6 (Public Participation), they will not be permitted to speak. Those who have given notice may address the Council for a maximum of three minutes. Speakers may not engage in any further debate once they have finished their speech.

*Councillor Dennis Booth*  
*The Mayor of Guildford*

Time limits on speeches at full Council meetings:	
Public speaker:	3 minutes
Response to public speaker:	3 minutes
Questions from councillors:	3 minutes
Response to questions from councillors:	3 minutes
Proposer of a motion:	10 minutes
Seconder of a motion:	5 minutes
Other councillors speaking during the debate on a motion:	5 minutes
Proposer of a motion's right of reply at the end of the debate on the motion:	10 minutes
Proposer of an amendment:	5 minutes
Seconder of an amendment:	5 minutes
Other councillors speaking during the debate on an amendment:	5 minutes
Proposer of a motion's right of reply at the end of the debate on an amendment:	5 minutes
Proposer of an amendment's right of reply at the end of the debate on an amendment:	5 minutes

## 1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

## 2 DISCLOSURES OF INTEREST

To receive and note any disclosable pecuniary interests from councillors. In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, the councillor must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

## 3 MINUTES

To confirm the minutes of the special Council meeting held on 1 December 2022, a copy of which is attached as **Appendix 1** to this Order Paper.

## 4. MAYOR'S COMMUNICATIONS

To receive any communications or announcements from the Mayor.

## 5 LEADER'S COMMUNICATIONS

The Leader to comment on the following matters:

- Changes to the Executive (see **Appendix 2** to this Order Paper)
- Major Incident 30 November and into 1 December: Water Outage
- Household Support Fund
- Christmas Fair at the Hive this Saturday
- Gaskin's free Christmas lunch for lonely, vulnerable and students
- Festive family trail and competition
- White Ribbon Campaign
- Guildford & Waverley Business Question Time
- Heritage Exhibition: Football Stories From the Beautiful Game in Guildford and Beyond
- Shalford Park trim trail survey

Councillors shall have the opportunity of asking questions in respect of the Leader's communications.

## 6. PUBLIC PARTICIPATION

There are no questions or statements from the public.

## 7. QUESTIONS FROM COUNCILLORS

**Councillor Tony Rooth** to ask the Lead Councillor for Regeneration, Councillor John Rigg, the question set out below. (Councillor Rigg's response to each element of the question is set out in **red type** below).

*"Following the discussion at the North Street presentation for councillors on 14 November 2022, I have now looked again at the consultants' reports on the proposed North Street development (22/P/01336) and in particular the transport /bus station.*

*I notice that the latest Motion report filed on 15<sup>th</sup> November is shown as "gbc corporate highways review" and appears commissioned by "GBC Corporate projects".*

*"Corporate" is surely a separate and distinct part of GBC from "Planning", which acts in a semi judicial capacity required to, inter alia, "approach each application with an open mind, avoid pre-conceived opinions" and "avoid undue contact with interested parties".*

*There must be lines drawn, Chinese walls erected between Corporate and Planning within GBC.*

*Therefore,*

*(a) Why did "Corporate" involve itself with this Planning application at all?*

*The GBC Corporate team have provided the Council as the Local Planning Authority (LPA) with relevant information in respect of various matters when requested, based on knowledge of the site. For example, matters where the developer has obligations to the Council under the terms of the Sales and Purchase Agreement, the provision of a refurbished bus interchange, highways alterations, the pedestrianisation of North Street and the provision of new public space between the Friary and Black Sheep Coffee.*

*The GBC Corporate team is tasked with regeneration and managing the Council's assets. Progressing the North Street regeneration project involves selling a parcel of GBC owned land representing about 17% of the site.*

*The negotiation enables the Council to secure benefits from the transaction, consistent with the Council's ambitions in the Council's Strategic Framework, 2021 to 2025. The strategic priorities are to bring forward Homes and Jobs. Specifically, this is stated in full at the beginning of every council and committee agenda and includes:*

- Revive Guildford town centre to unlock its full potential*
- Provide and facilitate housing people can afford*
- Create employment opportunities through regeneration*
- Support high quality development of strategic sites*
- Support our business community and attract new inward investment.*

- (b) *What are the established, documented lines drawn, Chinese walls etc between the various parts of GBC?*

*The land transaction was managed by the Corporate Programmes team under a designated Head of Service. The LPA has been dealing with the planning application under a separate Head of Service. There is no requirement for a Handling Arrangement in this instance as GBC Corporate is not the applicant.*

*The LPA receives, scrutinises, and processes the planning application independently. All negotiations between the developer and the LPA have been conducted without members or representatives of the corporate body being present.*

- (c) *Does GBC, “corporate” or otherwise, have interests, financial or otherwise in a favourable (or indeed negative) outcome of this application?*

*The developer is purchasing the Council’s land for a capital sum and is contracted to refurbish Guildford bus station and undertake the pedestrianisation of North Street. This is subject, amongst other things, to the developer obtaining planning consent.*

*This financial transaction was considered and approved by the Council’s Executive. Any corporate approval gave no indication or certainty of receiving planning consent.*

*It should be noted the “ethical wall” or strict separation of “Corporate Projects” and “Development Management” teams at GBC, and the referral of the application to the Planning Committee for determination ensures financial interests do not impact on planning judgement.*

*See also response to part (b) of the question above.*

- (d) *In particular, I recall GBC sold its land on the site to the applicants and reached agreement with them about aspects of the bus station – again, does GBC have any financial or other interest in a favourable outcome?*

*See response to part (c) of the question above*

- (e) *Does GBC generally and “Corporate” in particular have “an open mind, without pre-conceived opinions” without “undue contact with interested parties” on this application?*

*Yes, officers are MRTPI, RICS or otherwise appropriately qualified and experienced and fully understand the importance of an open-minded approach required by law. If there is any evidence to the contrary that can be provided this will be further considered and investigated.*

- (f) *Has GBC “Corporate” overstepped the line, climbed the Chinese wall etc by becoming actively involved in such a large, controversial planning application?*

*There is no evidence we are aware of to suggest this is the case. If Councillor Rooth has evidence to the contrary, we would be grateful if this could be provided for consideration and investigation.*

- (g) *Has GBC “Corporate” compromised the impartiality of GBC Planning in deciding this application?*

*We do not believe so and there is no evidence we are aware of to suggest this is the case. If Councillor Rooth has evidence to the contrary, we would be grateful if this could be provided for consideration and investigation.*

*I am sure we would all appreciate confirmation that GBC is moving appropriately on all tracks.”*

#### **8. CAPITAL AND INVESTMENT OUTTURN REPORT 2021-22** (Pages 7 – 84 of the Council agenda)

The Lead Councillor for Resources, Councillor Tim Anderson to propose, and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“(1) That the capital and investment outturn report be noted.

- (1) That the actual prudential indicators reported for 2021/22, as detailed in Appendix 1 to the report submitted to the Council, be approved.”

#### Reasons:

- To comply with the Council’s treasury management policy statement, the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on treasury management and the CIPFA Prudential Code for Capital Finance in Local Authorities.
- As per the treasury management code although the scrutiny of treasury management (and indeed all finance) has been delegated to CGSC ultimate responsibility remains with full Council this report therefore fulfils that need.

#### **Comments:**

None

#### **9. SUPPLEMENTARY ESTIMATE FOR FUNDS IN RESPECT OF PLANNING APPEALS RELATING TO MEMBER OVERTURN ITEMS** (Pages 85 - 90 of the Council agenda)

The Leader of the Council, Councillor Julia McShane to propose, and the Lead Councillor for Resources, Councillor Tim Anderson to second, the adoption of the following motion:

“That a supplementary estimate for the Development Management service of £535,000 to cover the payments required to defend three significant appeals relating to Member overturn decisions which were subsequently heard at either public inquiry or as a hearing, be approved. Reasons for Recommendation: To ensure robust defence of planning appeals resulting from Member overturn decisions.”

Reason: To ensure robust defence of planning appeals resulting from Member overturn decisions.

**Comments:**

None

**10. REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2022** (Pages 91 – 156 of the Council Agenda)

The Deputy Leader of the Council, Councillor Joss Bigmore to propose, and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

- “(1) That the new polling districts, as shown on the maps attached as Appendices 3 - 23 to the report submitted to the Council, be approved.
- (2) That the designated polling places for each of the polling districts as shown on the maps in Appendices 3 – 23 to the report and listed by address in Appendix 24 be approved”.

Reason:

As a result of this statutory review, the new designated polling places will improve elector polling experience and further reduce the necessity for schools to close on polling days.

**Comments:**

None

**11. GUILDFORD JOINT COMMITTEE** (Pages 157 - 164 of the Council Agenda)

The Deputy Leader of the Council, Councillor Joss Bigmore to propose, and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“That the Council approves the transfer of all of the Borough Council’s non-executive functions relating to public rights of way from the Guildford Joint Committee’s remit, as set out in the Joint Committee Constitution, and that those functions be delegated back to the Lead Specialist – Legal.

Reason:

To enable the Council to consider its position in light of the withdrawal of all County Council functions from the Guildford Joint Committee.

**Comments:**

None

## 12. REVIEW OF NUMERICAL ALLOCATION OF SEATS ON COMMITTEES TO POLITICAL GROUPS: 2022-23 (Pages 23 – 34 of the Council Agenda)

Councillors will note that the revised calculations of the numerical allocation of seats on committees in Appendices 2 to 5 to the report (pages make provision for both the *inclusion* and *exclusion* of the Guildford Joint Committee, dependent on the outcome of the debate in respect of Item 11 above.

On the assumption that the Council adopts the motion in Item 11 above, which would have the effect of dissolving the Guildford Joint Committee, the Deputy Leader of the Council, Councillor Joss Bigmore to propose, and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“That the numerical allocation of seats on committees to each political group on the Council, and to the two independent members, and the single Green Party member, as shown in Appendix 5 to the report submitted to the Council (page 181 of the Council agenda) and set out below be approved for the remainder of the 2022-23 municipal year.

### Reason:

To enable the Council to comply with Council Procedure Rule 23 in respect of its obligation under the Local Government and Housing Act 1989 to ensure political proportionality on its committees.

Committee	Guildford Liberal Democrats	R4GV	Conservative	GGG	Labour	Green	Ind (Harwood)	Ind (Rooth)
<b>Total no. of seats on the Council (48)</b>	<b>17</b>	<b>14</b>	<b>8</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>% of no. of seats on the Council</b>	<b>35.42%</b>	<b>29.17%</b>	<b>16.67%</b>	<b>8.33%</b>	<b>4.17%</b>	<b>2.08%</b>	<b>2.08%</b>	<b>2.08%</b>
<b>Notional number of seats on committees (Total: 85)</b>	<b>30</b>	<b>25</b>	<b>14</b>	<b>7</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>
Corporate Governance & Standards Committee (7 seats)	2	2	1	1	1	0	0	0
Employment Committee (3 seats)	1	1	1	0	0	0	0	0
Service Delivery EAB (12 seats)	4	3	1	1	0	1	1	1
Strategy and Resources EAB (12 seats)	4	3	2	1	1	1	0	0
Joint Appointments Committee (3 seats)	1	1	1	0	0	0	0	0
Joint Governance Committee (6 seats)	2	2	1	1	0	0	0	0
Licensing Committee (15 seats)	6	5	2	1	0	0	1	1
Overview & Scrutiny Committee (12 seats)	4	3	2	1	1	0	0	0
Planning Committee (15 seats)	5	5	3	1	1	0	0	0
<b>Total no. of seats on committees</b>	<b>29</b>	<b>25</b>	<b>14</b>	<b>7</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>

### **Comments:**

None

**13. COUNCILLOR DAVID GOODWIN** (Pages 183 – 186 of the Council Agenda)

The Leader of the Council, Councillor Julia McShane to propose, and the Deputy Leader of the Council, Councillor Joss Bigmore to second, the adoption of the following motion:

“That the Council agrees that the reason for Councillor David Goodwin’s failure to attend any meeting of the Council or any of its committees since 26 July 2022 was due to his ill health”.

Reason:

To comply with the requirements of Section 85 of the Local Government Act 1972.

**Comments:**

None

**14. SELECTION OF MAYOR AND DEPUTY MAYOR 2023-24** (Pages 187 – 190 of the Council Agenda)

Update:

Since the publication of the agenda for this meeting, no nominations for Deputy Mayor for 2023-24 have been received. In the circumstances, the selection of Deputy Mayor for 2023-24 will need to be deferred to the 8 February 2023 Council meeting.

Note:

The Deputy Mayor, Councillor Masuk Miah will be asked to leave the meeting for consideration of this item of business. He will be called back into the meeting after the Council has considered the matter.

The motion:

The Deputy Leader of the Council, Councillor Joss Bigmore to propose, and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“(1) That, subject to the outcome of the Borough Council elections in May 2023, the Deputy Mayor, Councillor Masuk Miah be nominated for the Mayoralty of the Borough for the 2023-24 municipal year.

(2) That consideration of a nomination for the Deputy Mayoralty be deferred to the next ordinary meeting of the Council on 8 February 2022”.

Reason:

To make early preparations, subject to the outcome of the Borough Council elections in May 2023, for the selection of the Mayor and Deputy Mayor for the municipal year 2023- 24.

**Comments:**

None



**15. APPOINTMENT OF COUNCIL REPRESENTATIVE TO THE SURREY POLICE AND CRIME PANEL: 2022-23** (Pages 191 – 196 of the Council Agenda)

Update:

One nomination has been received in respect of this appointment:

Councillor Richard Morris.

A copy of the completed person profile in support of Councillor Morris's nomination is attached as **Appendix 3** to this Order Paper.

The motion:

The Leader of the Council, Councillor Julia McShane to propose, and the Deputy Leader of the Council, Councillor Joss Bigmore to second, the adoption of the following motion:

“That Councillor Richard Morris be appointed as the Council's representative on the Surrey Police and Crime Panel for a term of office expiring in May 2023.”

Reason:

To enable the Council to comply with the requirements of the Police Reform and Social Responsibility Act 2011.

**Comments:**

None

**16. APPOINTMENT OF DIRECTOR TO GUILDFORD SPORTSGROUND MANAGEMENT COMPANY LIMITED** (Pages 197 – 198 of the Council Agenda)

The Leader of the Council, Councillor Julia McShane to propose, and the Deputy Leader of the Council, Councillor Joss Bigmore to second, the adoption of the following motion:

“That the Council approves the appointment of Kelvin Mills (Executive Head of Commercial Services) to the Board of Directors for Guildford Sportsground Management Company Limited.”

Reason:

To comply with the Constitutional requirement for full Council to approve appointments of individuals to any office other than an office in which he or she is employed by the authority.

**Comments:**

None

**17. NOTICE OF MOTION: SURREY PENSION FUND'S INVESTMENTS IN FOSSIL FUELS** (pages 4 and 5 of the Council Agenda)

In accordance with Council Procedure Rule 11, Councillor George Potter to propose, and Councillor Steven Lee to second the following motion:

“Council recognises that burning fossil fuels contributes significantly to global warming. Research demonstrates that 80% or more of the world’s fossil fuel reserves will have to remain unburnt if we are to meet targets for climate change mitigation. As four-fifths of known fossil fuels must remain in the ground investing in them now presents a substantial financial and environmental risk. Council notes the International Energy Agency has released modelling in 2021 predicting that global oil demand could peak as early as 2025, and that its Executive Director has referred to putting money into oil and gas projects as being potential ‘junk investments’.

Guildford Borough Council is a member of the Surrey Pension Fund, which currently has over £100 million invested in fossil fuel through its Local Government Pension Fund Scheme.

Council believes that this investment is both environmentally and financially irresponsible. Every indication points to renewable energies and green technologies being much safer investments for pension funds going forwards. With COP 26 having taken place in Glasgow the world’s eyes are on the UK to show leadership on climate change. Divesting from fossil fuels in our pension fund is a clear and meaningful action we can take here in Surrey.

Council recognises that fossil fuel investments should be considered part of the council’s ‘carbon footprint’ and that divesting our pension fund is one of the most impactful steps we can take to reduce our impact on our community and the world.

Council therefore commits to calling on the Surrey Pension Fund to divest from fossil fuels by requesting the Pension Fund Committee to adopt and implement responsible investment policies which:

- (a) Immediately freeze any new investment in the top 200 publicly-traded fossil fuel companies.
- (b) Divest from direct ownership and any commingled funds that include fossil fuel public equities and corporate bonds by 2030.
- (c) Set out an approach to quantify and address climate change risks affecting all other investments.
- (d) Actively seek to invest in companies that will reduce greenhouse gas emissions and minimise climate risk.
- (e) Ensure that the overall investment portfolio is aligned with the Paris Agreement’s goal of limiting global warming to 1.5°C.

Council further instructs the Joint Chief Executive to write to the Leaders and Chief Executives of all other councils which are members of the Surrey Pension Fund to outline this Council’s position and ask for their support to adopt the same policies’.

**Comments:**

None

**18. MINUTES OF THE EXECUTIVE** (Pages 199 – 216 of the Council agenda)

To receive and note the minutes of the meeting of the Executive held on 22 September and 27 October 2022, which are attached to the Council agenda.

**Comments:**

None

**19. APPOINTMENT OF JOINT MONITORING OFFICER** (Pages 217 - 220)  
of the Council agenda)

The Council will be aware that the Joint Appointments Committee (JAC) met yesterday (5 December) to make a recommendation to the full Council meetings of both Guildford and Waverley on the appointment to the post of Joint Executive Head of Legal & Democratic Services and Monitoring Officer, following the final interviews of the short-listed candidates.

Although the JAC has concluded the process and agreed a recommendation in respect of the appointment, there has been insufficient time for a conditional offer to be made to, and accepted by, the successful candidate to enable the Council to formally ratify the JAC's recommendation at this evening's meeting.

Accordingly, it is proposed to defer the matter to an extraordinary meeting of the Council to be held on Tuesday 3 January 2023 at 7pm.

This date will also be used for the purpose of holding a financial workshop for all councillors on the Weyside Urban Village development ahead of a report scheduled for consideration by the Executive on Thursday 5 January.

**20. COMMON SEAL**

To order the Common Seal.

\* \* \* \*



## Appendix 1

### GUILDFORD BOROUGH COUNCIL

Minutes of a special meeting of Guildford Borough Council held at the Guildhall, High Street, Guildford, Surrey, GU1 3AA on Thursday 1 December 2022

\* The Mayor, Councillor Dennis Booth

\* The Deputy Mayor, Councillor Masuk Miah

Councillor Paul Abbey	* Councillor Julia McShane
* Councillor Tim Anderson	Councillor Ann McShee
Councillor Jon Askew	Councillor Bob McShee
Councillor Christopher Barrass	* Councillor Richard Morris
* Councillor Joss Bigmore	* Councillor Marsha Moseley
* Councillor David Bilbé	Councillor Ramsey Nagaty
Councillor Chris Blow	Councillor Susan Parker
* Councillor Ruth Brothwell	* Councillor George Potter
Councillor Colin Cross	Councillor Jo Randall
Councillor Guida Esteves	* Councillor John Redpath
Councillor Graham Eyre	* Councillor Maddy Redpath
* Councillor Andrew Gomm	Councillor John Rigg
Councillor Angela Goodwin	Councillor Tony Rooth
Councillor David Goodwin	Councillor Will Salmon
Councillor Angela Gunning	* Councillor Deborah Seabrook
* Councillor Gillian Harwood	* Councillor Pauline Searle
Councillor Jan Harwood	* Councillor Paul Spooner
Councillor Liz Hogger	Councillor James Steel
* Councillor Tom Hunt	Councillor Cait Taylor
* Councillor Diana Jones	Councillor James Walsh
Councillor Steven Lee	Councillor Fiona White
* Councillor Nigel Manning	Councillor Keith Witham
* Councillor Ted Mayne	Councillor Catherine Young

\*Present

Honorary Freeman David Watts, Honorary Aldermen Sarah Creedy, Vivienne Johnson, Jayne Marks, Keith Taylor, Jenny Wicks, and David Wright, and the Honorary Remembrancer Matthew Alexander were also in attendance.

### CO67 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Paul Abbey, Jon Askew, Chris Blow, Colin Cross, Guida Esteves, Graham Eyre, Angela Goodwin, David Goodwin, Angela Gunning, Liz Hogger, Steven Lee, Ann McShee, Bob McShee, Ramsey Nagaty, Susan Parker, Jo Randall, John Rigg, Tony Rooth, Will Salmon, James Steel, Cait Taylor, James Walsh, Fiona White, Keith Witham, and Catherine Young, and also from Honorary Freeman Jen Powell, and Honorary Aldermen Keith Childs, Catherine Copley, Terence Patrick, Tony Phillips, and Lynda Strudwick.

**CO68 DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CO69 MINUTES**

The Council confirmed, as a correct record, the minutes of the ordinary meeting held on 11 October 2022. The Mayor signed the minutes.

**CO70 MAYOR'S COMMUNICATIONS**

The Mayor thanked all the councillors and Honorary Aldermen who responded to his appeal for volunteer poppy sellers and was pleased to announce that the total raised for the Royal British Legion in central Guildford this year was £15,000.

The Mayor also thanked those who had attended and supported his charity 'Call my Wine Bluff' event on 19 November. The event had been a great success and had raised almost £4,000 for the Mayor's charities.

**CO71 TILLINGBOURNE WARD BY-ELECTION: RETURNING OFFICER'S REPORT**

The Council received and noted the Returning Officer's Report on the outcome of the Tillingbourne Ward By-Election held on 20 October 2022, which was set out in the agenda. The Mayor congratulated Councillor Richard Morris on his election and welcomed him to his first Council meeting.

**CO72 APPOINTMENT OF HONORARY FREEMAN**

Upon the motion of Councillor John Redpath, seconded by Councillor Paul Spooner, the Council unanimously

RESOLVED: That, pursuant to the provisions of Section 249(5) of the Local Government Act 1972, the title of Honorary Freeman be conferred upon Keith Geoffrey Churchouse in recognition of the distinguished and eminent service he has rendered to the Borough of Guildford.

The meeting finished at 7.28 pm

Signed .....

**Mayor**

Date .....

## **CHANGES TO THE EXECUTIVE**

### **Cllr Julia McShane – Leader, Lead Councillor for Housing and Community**

#### **Portfolio Responsibilities:**

Communications and engagement; Careline; Community grants; Community Safety, including Community Safety Partnership; Disabled facilities grants, adaptations; Family support; Health; Safeguarding; Supporting vulnerable people, migrants and refugees; Homelessness; Housing advice; Housing maintenance and repairs; Landlord services

**Executive Heads of Service:** Nicola Haymes, Sam Hutchison, Andrew Smith

### **Cllr Joss Bigmore – Deputy Leader, Lead Councillor for Finance and Planning Policy**

#### **Portfolio Responsibilities:**

Finance and accounting (General Fund/Housing Revenue Account); Internal Audit; Procurement; Revenues and Benefits; Planning policy, design, conservation

**Executive Heads of Service:** Peter Vickers, Abi Lewis

### **Cllr Tim Anderson – Lead Councillor for Assets and Property**

**Portfolio Responsibilities:** Property and land assets; Engineers; Facilities

**Executive Head of Service:** Marieke van der Reijden

### **Cllr Tom Hunt – Lead Councillor for Planning Development, Legal and Democratic Services**

**Portfolio Responsibilities:** Planning applications; Planning enforcement; Planning integration and improvement; Democratic and committee services; Elections; Executive and civic support; GDPR; Information security, governance; Legal; Overview & Scrutiny support

**Executive Heads of Service:** Gillian Macinnes, Stephen Rix

### **Cllr George Potter – Lead Councillor for Climate Change and Organisational Development**

**Portfolio Responsibilities:** Climate change; Air quality; Sustainable Transport; Business transformation; HR, learning and development, payroll; Strategy, policy and performance; Programme assurance; Risk management, business continuity

**Executive Heads of Service:** Robin Taylor, Richard Homewood

**Cllr John Redpath – Lead Councillor for Customer and Commercial Services**

**Portfolio Responsibilities:** Complaints, Ombudsman; Customer services, case management; Digital services; FOI; ICT and business systems; Building control; Events; Heritage; Parking (on and off street); Economic Development

**Executive Heads of Service:** Nicola Haymes, Kelvin Mills

**Cllr John Rigg – Lead Councillor for Regeneration**

**Portfolio Responsibilities:** Corporate capital projects; Housing delivery; Transport; Regeneration

**Executive Head of Service:** Abi Lewis

**Cllr James Steel – Lead Councillor for Environmental and Regulatory Services**

**Portfolio Responsibilities:** Leisure; Bereavement; Green spaces, parks, countryside, trees; Fleet operations; Street cleaning; Waste and recycling; Corporate health and safety; Emergency planning; Environmental health/crime; Food safety; Licensing; Private sector housing

**Executive Heads of Service:** Chris Wheeler, Kelvin Mills

ORGANISATION NAME: Surrey Police & Crime Panel **Appendix 3**

CONTACT NAME: Emily Beard ORGANISATION TYPE: Joint Committee

CHARITY REG. NO. n/a COMPANY REG. NO. n/a

EMAIL: emily.beard@surreycc.gov.uk TEL: 07815 469279

Appointee Role Title:	Appointed voting member of the Panel
Responsible to:	n/a
Where (Location):	Woodhatch Place, Reigate
Is full access available? (Meetings and documents - mobility/hearing or visually impaired)	Yes
Time commitment (frequency of meetings, time of day etc.):	Approx. 6 meetings per annum held in the morning (day of meeting can vary)
Role description (eg, trustee, director, advisor etc.)	Panel member
Main tasks and responsibilities (including any budgetary and financial matters)	<p>To be a voting member of the Panel, whose main role and functions are to:</p> <ul style="list-style-type: none"> <li>• Review the draft police and crime plan, or draft variation, given to the panel by the Police and Crime Commissioner for Surrey and make a report or recommendations on the draft plan or variation to the Commissioner</li> <li>• Review the Commissioner's annual report and make a report or recommendations on the report to the Commissioner</li> <li>• Review or scrutinise decisions made, or other action taken, by the Commissioner in connection with the discharge of the Commissioner's functions.</li> <li>• Publish any report and recommendations made to the Commissioner</li> <li>• Review certain senior appointments made by the Commissioner</li> <li>• Review chief constable appointments, with the power to veto the appointment with a two thirds majority vote.</li> <li>• Review and report on the Commissioner's proposals to remove a chief constable.</li> <li>• Review the Commissioner level of precept, with the power to veto the precept with a two thirds majority vote</li> <li>• Suspend the Commissioner on their being charged with certain criminal offences.</li> <li>• Appoint an acting Commissioner if necessary.</li> <li>• Initial handling and informal resolution of complaints about the conduct of the Commissioner/Deputy Commissioner</li> </ul>
Required skills, abilities, qualities and experience	<p><b>Competencies</b></p> <ul style="list-style-type: none"> <li>• <i>Strategic thinking</i>: the ability to rise above detail and see problems from a wider, forward-looking perspective.</li> <li>• <i>Scrutiny and challenge</i>: the ability to rigorously scrutinise and challenge</li> </ul>



	<p>constructively, using appropriate data and evidence.</p> <ul style="list-style-type: none"> <li>• <i>Openness to change</i>: challenging accepted views in a constructive way</li> <li>• <i>Analytical ability</i>: interpreting and questioning complex material including financial, statistical and performance information.</li> <li>• <i>Communication</i>: explaining situations clearly, together with a willingness to listen to and represent the views of all sections of the community on policing issues.</li> <li>• <i>Effective time management</i>: identifying priorities and making the most productive use of one's own and others' time.</li> </ul> <p><b>Personal Skills &amp; Qualities</b></p> <ul style="list-style-type: none"> <li>• <i>Respect for others</i>: capacity to treat all people fairly, with respect and valuing diversity.</li> <li>• <i>Integrity</i>: embracing high standards of conduct and ethics.</li> <li>• <i>Enthusiasm and drive</i>: willingness to learn and develop to enhance one's knowledge and understanding.</li> <li>• <i>Team Working</i>: playing an effective role through listening, persuading and showing respect for the views of others.</li> <li>• <i>Self-confidence</i>: seek out and listen to the views of others and play an active part in discussions and debates.</li> </ul>
Induction, training and support available	Yes
Are safeguarding checks for vulnerable people required and provided? (DBS)	No
Any other requirements of the organisation from the appointee	All Panel Members, both appointed and co-opted, are expected to carry out their responsibilities in accordance with the Nolan Principles of standards of conduct in public life.
Any restrictions on information sharing between the organisation and the council	Subject to any restrictions imposed on the Panel by its own legal advisors
Any personal liabilities, accountabilities or legal responsibilities involved in the role	No
Is the councillor insured/indemnified by the organisation? <b>If yes, please forward a copy of the insurance documentation.</b>	No
Is your organisation in compliance with equalities legislation and in agreement with Guildford Borough Council's Equalities Statement?	Yes

**TO BE COMPLETED BY THE COUNCILLOR**

NAME: Richard Morris ORGANISATION: Surrey Police & Crime Panel

Please set out below the relevant experience, skills and qualities that you would bring to this appointment taking into account the requirements of the organisation.

Skills	<p>I consider that I am well placed to be an effective member of the Surrey Police and Crime Panel.</p> <p><u>Strategic Thinking.</u> I worked at the executive (chief officer) level in policing for over ten years, so have good strategic perspective and an ability to focus on the 'big picture'.</p> <p><u>Scrutiny and Challenge.</u> I am very used to a 'performance culture', having been held to account at performance meetings throughout my policing career, and also, implementing processes for myself holding junior colleagues to account and monitoring and improving service to the public.</p> <p><u>Openness to Change.</u> I led the Surrey Police workforce modernisation programme ('Staying Ahead 3'), improving working practices, and was the Business Change Lead for policing on the Government's Emergency Services Mobile Communications Programme (ESMCP).</p> <p><u>Analytical ability.</u> I am very used to diagnosing problems in complex organisational situations. For example, in a three-month posting in Guyana, I quickly assimilated all relevant information in an environment that was new to me, and made effective proposals for business development that met with widespread praise.</p> <p><u>Communication.</u> I have strong communication skills, having written numerous reports and policy papers and presented at many conferences and seminars on policing issues.</p> <p><u>Effective time management.</u> I am disciplined with my time, and able to juggle competing commitments. (For example, I currently have work, caring and Councillor commitments that I manage effectively through careful planning.)</p>
Experience	<p>I have worked in the policing sector for over 34 years, firstly as a police officer and latterly as a contractor / consultant and volunteer.</p> <p>I have diverse operational experience over my 30 years as an officer, across all ranks between Constable and Deputy Chief Constable; disciplines between uniform operations, CID and project management; and environments (Surrey Police; Metropolitan Police; Home Office). (I was Divisional Commander of North Surrey for two and a half years, in partnership with Spelthorne, Elmbridge and Epsom and Ewell Councils.)</p> <p>As a policing contractor, I have worked on command and control infrastructure and business change in Guyana, and led within ESMCP on operational assurance. As a volunteer, I have worked for the Metropolitan Police in supporting the elderly and vulnerable during the Covid pandemic, and with Surrey Police as the coordinator for Shere Community Speed Watch.</p>

Qualities	<p><u>Respect for others.</u> I strive to treat all people fairly, with respect and valuing diversity. As an example, recognising the needs and concerns of different communities, I set up the country's first 24-hour confidential third-party reporting mechanism for hate crime as a Detective Chief Inspector in Merton Borough.</p> <p><u>Integrity.</u> I was vetted to the highest levels as Commander Security within Specialist Operations of the Metropolitan Police, entrusted with secret intelligence on terrorism matters.</p> <p><u>Enthusiasm and drive.</u> My passion to serve my local community means that I am always looking to develop my understanding and learn from others, without ever being complacent and thinking I know it all or have done enough.</p> <p><u>Team Working.</u> I have operated successfully in a variety of different teams over the years, as both a junior and senior member, including as team leader. In 360 degree feedback exercises, I am generally seen as a trustworthy and valued colleague.</p> <p><u>Self-confidence.</u> I do have strong self-confidence, which partly explains why I chose to put myself through promotion exercises and became a chief police officer. However, I like to think that I temper this with a genuine humility, always keen to learn from others.</p>
Other comments	<p>It may be worth noting that I understand police accountability mechanisms very well, due to my previous employment. As police lead on ESMCP and wider ICT change programmes, I worked closely with the Association of Police and Crime Commissioners and with several individual PCCs. However, the main reason for saying this is to show that I understand the role of a PCC and a Chief Constable, and that the position I am applying for here is not for either of those posts, but rather, to be part of a panel reviewing and scrutinising the work of the PCC. This is important, because too many people seek these roles on the misapprehension that they will be making operational policing decisions, which they will not, and that can lead to disappointment, frustration and ineffectiveness.</p> <p>I am passionate, enthusiastic and collaborative, and would relish this opportunity to contribute towards the worthwhile endeavour of keeping Surrey as safe as can possibly be.</p>