



EXTRAORDINARY COUNCIL MEETING

WEDNESDAY 22 MARCH 2023

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 extraordinary 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 (Pages 5 - 34 of the Council agenda)

To confirm the minutes of the budget meeting of the Council held on 8 February, and the extraordinary meeting held on 22 February 2023.

To also confirm the minutes of the extraordinary Council meeting held on 16 March 2023 (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:

- Additional Venues for Voter ID roadshows
- website accessibility user testing
- Guildford Design Awards
- Update on community services and supporting our communities

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

6. PUBLIC PARTICIPATION

No questions or requests to speak have been received from the public in respect of the business to be transacted at this extraordinary meeting.

7. QUESTIONS FROM COUNCILLORS

Councillor Keith Witham to ask the Leader of the Council, Councillor Julia McShane, the following question:

“In the interests of full openness and transparency, for both Councillors and the public, would the Leader of the Council please advise the Council:

- (a) how many job posts in GBC have now been deleted as a result of the GBC/WBC collaboration, and list the job titles?*
- (b) how much has been spent from GBC funds – of all funds whether from revenue, capital, or reserve funds to enable those jobs to be removed? and as well as a total, can the relevant figure be shown for each job post deleted?*
- (c) Have phases 1 and 2 of the collaboration now been completed, i.e. the removal of all the senior posts, and joint posts recruited, or if Interims are in post how long will it be to have all joint positions in permanent post?*
- (d) how soon is it expected to then move to phase 3; or when will it be known how many Officer posts in that phase are intended to be deleted and replaced with shared posts?*
- (e) Please also list the additional costs of extra support staff for the joint management team?”*

The Leader of the Council’s response to the question is as follows:

I thank Cllr Witham for this opportunity to set out clearly the financial benefits and costs of the partnership with Waverley Borough Council. The councils’ decision to work together in this way, the first such partnership in Surrey, has already brought financial and other benefits to both councils and will assist us in providing sustainable public services in the face of the massive financial challenge caused by rising costs, increasing demand from residents who need our support, and the reduction in government funding.

While Cllr Witham’s questions and this response focus on the financial impact of the partnership, it may be noted that the councils are at this early stage benefitting in other areas, such as the greater pool of expertise, and reduced duplication in policy work, consultation responses and attendance at wider meetings.

(a) How many job posts in GBC have now been deleted as a result of the GBC/WBC collaboration, and list the job titles?

Guildford Borough Council (GBC) and Waverley Borough Council (WBC) both agreed in July 2021 to create a Joint Management Team (JMT). This was in place in October 2022. It comprises: 1 Chief Executive, 3 Strategic Directors and 12 Executive Heads of Service. WBC’s former structure was 1 Chief Executive, 2 Directors and 8 Heads of Service, which were all deleted. GBC’s roles in scope, which were all deleted, were 1 Managing Director, 3 Directors and 10 senior officers as follows:

- Managing Director*
- Resources Director*
- Service Delivery Director*
- Strategic Services Director*
- Head of Asset Management*

- Head of Community Services
- Head of Culture, Heritage & Leisure Services
- Head of Customer, Case & Parking
- Head of Environment & Regulatory Services
- Head of Housing Services
- Head of Operational & Technical Services
- Head of Place
- Head of Regeneration & Corporate Programmes
- Strategy & Communications Manager

Therefore, 14 roles at GBC and 11 roles at WBC were deleted, and the new JMT of 16 roles was created. Taking account of some additional executive support that has been put in place to support the JMT, the cost to this council of the new structure is currently £421,176 per year less than the old, a saving that will contribute to meeting the severe financial challenges facing our provision of services to local people. We will keep this figure under close review and update annually the data on what the costs of the old teams would have been to ensure that we can report an accurate comparison to councillors in future.

(b) How much has been spent from GBC funds – of all funds whether from revenue, capital, or reserve funds to enable those jobs to be removed? and as well as a total, can the relevant figure be shown for each job post deleted?

The full costs for 2022/23 will be reported at the end of year accounts stage, so the following is provisional and represents the current picture.

The largest costs associated with the transition were redundancy costs associated with the deletion of posts and any staff members that consequently left GBC or WBC. These costs are one-off, in contrast to the savings which recur annually.

Four GBC employees and three WBC employees left as a consequence and the relevant policies were applied. The costs were also shared between the councils on the principles set out in the Inter-Authority Agreement and agreed by the respective Full Council meetings of April 2022. In practice, the costs are higher for GBC to reflect the more generous redundancy policy that applies and the length of service of employees affected.

One of the GBC employees was the former Managing Director. The costs entailed a redundancy payment to the individual, a payment in lieu of part of the notice period and a larger payment to the Surrey local government pension fund in the financial year 2021/22. The redundancy-associated costs were approved by the Full Council meeting on 5 October 2021. The final total cost was £475,448. WBC contributed 50% of the redundancy payment (i.e. £71,554) and so the net cost to GBC was £403,894. This cost was met from the realisation of a capital asset according to the council's Flexible Use of Capital Receipts Strategy 2021.

The remaining costs (for the financial year 2022/23) do not relate to the jobs but are personal to the individuals who held them. They are, therefore, personal information that should not be listed per person publicly. They can be shared with councillors on a confidential basis on request and have been sent to Cllr Witham. For one individual, the correct approval from Full Council was given on 11 October 2022 because the

costs exceeded £95,000. The total cost (redundancy payment to the individual plus any payment to the pension fund if the individual is eligible) of all three GBC employees was £373,133. WBC contributed £76,422. GBC then contributed £65,230 to WBC employee-related costs, and so the net cost to GBC was £361,941.

The GBC one-off costs associated with redundancy were drawn from the Invest-to-Save reserve, which was c. £0.8m at the start of the financial year 2022/23.

In addition, there are some ad hoc costs and savings as a result of legal advice and some temporary expeditious sharing. This further increases 2022/23's in-year savings and will be reported in the end-of-year finance reports.

(c) Have phases 1 and 2 of the collaboration now been completed, i.e. the removal of all the senior posts, and joint posts recruited, or if Interims are in post how long will it be to have all joint positions in permanent post?

The councils in July 2021 agreed to (i) create a JMT, and (ii) request that the JMT bring forward business cases for further collaboration. The first is complete. The second has started and proposals will be brought forward to the new councils on options. As per the original July 2021 council report, these will include options on services, premises, IT and HR policies.

(d) How soon is it expected to then move to phase 3; or when will it be known how many Officer posts in that phase are intended to be deleted and replaced with shared posts?

As there are no concrete or agreed proposals, this is not known, and will be discussed with the new councillor leaderships after the May 2023 elections. Any proposals that affect employees will require the proper consultations with them and the recognised unions.

(e) Please also list the additional costs of extra support staff for the joint management team?

In the old structure, GBC had 2 full-time equivalent employees providing executive support and WBC had 7. The new structure has 11.5 and is shared between the councils. Therefore, the cost to GBC has increased by £99,027. This is included within the figure in section (a) above to give the overall annual saving to GBC of £421,176 as a result of the creation of the JMT.

8. ADOPTION OF GUILDFORD BOROUGH LOCAL PLAN: DEVELOPMENT MANAGEMENT POLICIES (Pages 35 – 444 of the Council agenda)

Update:

At its meeting on 20 March 2023, the Executive considered the report on this matter. The draft minute is attached as **Appendix 2** to this Order Paper.

The Motion:

The Deputy Leader of the Council, and Lead Councillor for Finance and Planning Policy, 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 Local Plan: Development Management Policies (as set out in Appendix 4 to the report), which incorporates the Inspector’s Main Modifications (at Appendix 2 to the report) and the Council’s Minor Modifications (at Appendix 3 to the report), be adopted.
- (2) That the Secretary of State be requested to exercise his powers to revoke the ‘residual’ policies of the 2003 Local Plan.
- (3) That updates to the Guildford Borough Policies Map be adopted in line with the Local Plan: Development Management Policies including additions proposed at Appendix A of the Local Plan: Development Management Policies, as amended by the Inspector’s main modification 6.
- (4) That the Lead Councillor with portfolio responsibility for Planning Policy be authorised, in consultation with the Joint Strategic Director of Place, to make such minor alterations to improve the clarity of the LPDMP as they may deem necessary.

Reasons:

1. To enable the adoption of the LPDMP in line with the Council’s Local Development Scheme and for the plan to become part of the Council’s development plan, carrying full weight in the determination of planning applications.
2. To enable the revocation of the ‘residual’ Local Plan 2003 policies that are not superseded by policies contained in the LPDMP.
3. To ensure that changes are brought about to the policies map in line with the adoption of the LPDMP.
4. To enable minor alterations to be made to the LPDMP should they be necessary prior to publication.”

Comments:

Councillor Catherine Young

9. MATTERS ARISING FROM THE FORMAL REVIEW OF THE INTER-AUTHORITY AGREEMENT AND THE COLLABORATION RISK REGISTER (DECEMBER 2022) (Pages 445 – 450 of the Council agenda)

Update:

At its meeting on 17 March 2023, the Joint Governance Committee considered the proposed amendment to clause 21.1 of the Inter-Authority Agreement and have recommended to both councils the adoption of paragraph (2) of the recommendation (see page 446 of the agenda).

At its full council meeting yesterday evening, Waverley Borough Council gave its formal approval to paragraphs (1) and (2) of the recommendation.

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:

“(1) That the terms of reference of the Joint Appointments Committee be amended as follows:

(a) Delete the following:

“*SUBSTITUTES: Substitutes shall not be appointed*”

(b) Insert the following:

“*SUBSTITUTES: Substitutes may be appointed. Guildford Borough Council may appoint two substitute members. Waverley Borough Council may appoint two substitute members, with one being nominated by the Leader of the council, and one nominated by the Leader of Waverley’s Principal Opposition Group.*”

(2) That clause 21.1 of the Inter-Authority Agreement be amended to read:

“21 TERMINATION FOR CAUSE

21.1 Without affecting any other right or remedy available to it, any Party may terminate this Agreement ~~with immediate effect~~ by giving ~~written notice to~~ a minimum of three months’ notice in writing to the other Party”

Reason:

To ensure that any recommended change to the inter-authority agreement following a review is reported to the full Council meetings of both authorities

Comments:

None

10. MINUTES OF THE EXECUTIVE (Pages 451 - 470 of the Council agenda)

To receive and note the minutes of the meetings of the Executive held on 26 January, 22 and 23 February 2023, which are attached to the Council agenda.

Comments:

None

11. COMMON SEAL

To order the Common Seal.

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