

To: All Members of the Council

Emma McQuillan, Democratic Services  
Manager

**Policy and Governance**

E-mail: [emma.mcquillan@waverley.gov.uk](mailto:emma.mcquillan@waverley.gov.uk)

Direct line: 01483 523351

Calls may be recorded for training or monitoring

Date: 8 December 2017

Dear Councillor

**COUNCIL MEETING - TUESDAY, 19 DECEMBER 2017**

An extraordinary MEETING of the WAVERLEY BOROUGH COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS, GODALMING on **TUESDAY, 19 DECEMBER 2017** at **6.00 pm** and you are hereby summoned to attend this meeting.

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR

Head of Policy and Governance

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## AGENDA

### 1. APOLOGIES FOR ABSENCE

The Mayor to report apologies for absence.

### 2. DECLARATIONS OF INTEREST

To receive from Members, declarations of interest in relation to any items included on the agenda for this meeting in accordance with the Waverley Code of Local Government Conduct.

### 3. APPOINTMENT TO THE POST OF CHIEF EXECUTIVE (Pages 5 - 14)

At the Council meeting on the 6 June 2017 the Council agreed that in order to meet its ambitions going forward, the Council would continue to require a principal executive in a leadership role such as a Chief Executive or Executive Director to maintain robust strategic and operational leadership. At its meeting on 18 July 2017, the Council agreed interim arrangements for the role of Head of Paid Service.

At its meeting on 5 December 2017, Council agreed to commence with the recruitment process for appointing a new Chief Executive (statutory Head of Paid Service) with external advice and support provided by Solace in Business. The Council also agreed that this role would now include the statutory functions of Returning Officer and Electoral Registration Officer.

Following a rigorous process, under the advice and support of Solace in Business, the report attached recommends the appointment of Tom Horwood, as the Council's permanent Chief Executive.

#### Recommendation

**It is recommended that Tom Horwood be appointed to the permanent post of Chief Executive, including the statutory roles of Head of Paid Service, Returning Officer and Electoral Registration Officer.**

### 4. RESULT OF GODALMING CENTRAL AND OCKFORD BY-ELECTION

To receive the outcome of the by-election for the Godalming Central and Ockford ward held on 13 December 2017 and to consider the allocation of seats on principal committees following any changes to the political composition of the Council, to follow.

### 5. EXCLUSION OF PRESS AND PUBLIC

To consider the following motion, to be moved by the Mayor, where appropriate:-

That, pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of any matter on this agenda on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s), there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified in the appropriate paragraph(s) of the revised Part I of Schedule 12A of the Local Government Act 1972 (to be identified at the meeting).