

To: All Members of the STANDARDS  
COMMITTEE  
(Other Members for Information)

When calling please ask for:

Fiona Cameron, Democratic Services  
Manager & Deputy Monitoring Officer

**Policy and Governance**

E-mail: [fiona.cameron@waverley.gov.uk](mailto:fiona.cameron@waverley.gov.uk)

Direct line: 01483 523226

Date: 1 March 2019

### Membership of the Standards Committee

Cllr Michael Goodridge (Chairman)  
Cllr Mike Band  
Cllr Carole Cockburn  
Cllr Kevin Deanus  
Cllr David Else

Cllr John Gray  
Cllr David Hunter  
Cllr Robert Knowles  
Cllr John Ward

### Town/Parish Representatives

Mrs Joan Holroyd

Vacancy

Dear Member

A meeting of the STANDARDS COMMITTEE will be held as follows:

DATE: TUESDAY, 12 MARCH 2019

TIME: 4.00 PM

PLACE: COMMITTEE ROOM 1, COUNCIL OFFICES, THE BURYS,  
GODALMING

The Agenda for the meeting is set out below.

Yours sincerely

ROBIN TAYLOR

Head of Policy and Governance

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### **NOTE FOR MEMBERS**

Members are reminded that contact officers are shown at the end of each report and members are welcome to raise questions etc in advance of the meeting with the appropriate officer.

### **AGENDA**

1. **MINUTES**

To confirm the Minutes of the meeting which took place on 21 January 2019 (to be laid on the table 30 minutes before the meeting commences).

2. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

3. **DISCLOSURES OF INTERESTS**

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

4. **QUESTIONS BY MEMBERS OF THE PUBLIC**

The Chairman to respond to any written questions received from Members of the public in accordance with Procedure Rule 10.

The deadline for receipt of questions is 5pm on Tuesday 5 March 2019.

5. **QUESTIONS FROM MEMBERS**

The Chairman to respond to any written questions received from Members in accordance with Procedure Rule 11.

The deadline for receipt of questions is 5pm on Tuesday 5 March 2019.

## **MONITORING OFFICER MATTERS**

### 6. APPOINTMENT OF INDEPENDENT PERSONS - UPDATE

At its meeting on 21 January 2019, the Committee agreed to the proposed joint arrangements to advertise, shortlist and interview candidates for the appointment of Independent Persons from May 2019.

Waverley is participating in a joint recruitment process with Guildford, Epsom & Ewell, Mole Valley, Reigate & Banstead, Spelthorne and Surrey Heath, with the aim of appointing at least three Independent Persons for a four-year term of office commencing May 2019, with any of the appointed Independent Persons being available to act for any of the councils.

The Monitoring Officer will give verbal update on the recruitment process at the meeting. Subject to the satisfactory conclusion of interviews in the week commencing 4 March 2019, it may be possible to make a recommendation to the Committee on the appointment of Independent Persons, for consideration and recommendation to Council.

### 7. MEMBERS' CODE OF CONDUCT (Pages 5 - 38)

Waverley adopted a local *Members' Code of Conduct and Arrangements for dealing with complaints under the Code of Conduct* on 17 July 2012, in accordance with the requirements of the Localism Act 2011. The Code of Conduct, Arrangements for dealing with Complaints, and the Planning Code of Conduct, were reviewed in 2016, and revised versions agreed by Council on 18 October 2016.

This report proposes a number of additions to the Code of Conduct which provide additional clarification on the core principles of the Code, and address some procedural matters on which the Code is currently silent.

#### **Recommendation**

**It is recommended that the Standards Committee considers the proposed amendments to the Members Code of Conduct and recommends to Council that these be adopted.**

## **CONSTITUTIONAL MATTERS**

### 8. REVIEW OF SCHEME OF DELEGATION (Pages 39 - 74)

The Scheme of Delegation to Officers was comprehensively reviewed and revised in 2017. Officers have been asked to propose revisions to the Scheme of Delegation, based on their experience of using the Scheme over the past 12 months.

The Standards Committee is asked to consider the proposed amendments and make recommendations to Council to approve the revised Scheme of Delegation.

## **Recommendation**

**It is recommended that the Standards Committee endorses the proposed revisions to the Scheme of Delegation, and recommends that Version 5 of the Scheme of Delegation be approved by Council.**

### 9. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:

#### **Recommendation**

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 the following item 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, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

**For further information or assistance, please telephone  
Fiona Cameron, Democratic Services Manager & Deputy Monitoring  
Officer, on 01483 523226 or by email at  
fiona.cameron@waverley.gov.uk**