

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

When calling please ask for:
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Calls may be recorded for training or monitoring
Date: 22 September 2023

Membership of the Standards and General Purposes Committee

Cllr Andy MacLeod (Chair)
Cllr John Robini (Vice Chair)
Cllr Janet Crowe
Cllr Michael Goodridge

Cllr Gemma Long
Cllr Peter Nicholson
Cllr John Ward

Town/Parish Representatives

Cllr Joan Holroyd, Elstead Parish
Council (Co-optee)

Cllr Joan Heagin, Godalming
Town Council (Co-optee)

Dear Member

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

DATE: MONDAY, 2 OCTOBER 2023

TIME: 6.00 PM

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the meeting is set out below.

Yours sincerely

Susan Sale,
Executive Head of Legal & Democratic Services & Monitoring Officer

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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. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

2. **MINUTES** (Pages 5 - 8)

To confirm the Minutes of the meeting which took place on 3rd July 2023 (to be laid on the table 30 minutes before the meeting commences).

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 Monday 25th September 2023 at 5pm.

5. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

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

The deadline for receipt of questions is Monday 25th September 2023 at 5pm.

6. **CO-OPTION OF TWO TOWN/PARISH MEMBERS TO THE S&GP COMMITTEE**

The Standards & General Purposes Committee has a key role in promoting and maintaining high standards of ethical conduct among Councillors and advises the Council on adoption or revisions of its Code of Conduct and arrangements for dealing with complaints against councillors of a breach of their code of conduct.

At least one Town/Parish co-optee must be present when matters relating to Town and Parish Councils or their members are being considered, including a Standards Hearing Panel to determine whether a Town/Parish councillor has failed to comply with their Code of Conduct.

Town/Parish co-optees may not participate in matters that do not relate to Town and Parish Councils or their members.

Therefore, The Standards and General Purposes Committee are to formally acknowledge the Co-option of;

Cllr Joan Heagin (Godalming Town Council) and Cllr Joan Holroyd (Elstead Parish Council) to the Standards and General Purposes Committee.

MONITORING OFFICER MATTERS

7. JOINT CONSTITUTIONS REVIEW GROUP - APPOINTMENT OF CO-CHAIR

At its previous meeting 3 July 2023, the Committee will recall it approved the establishment, in conjunction with Guildford Borough Council's Corporate Governance and Standards Committee, of a Joint Constitutions Review Group with an overall objective of aligning key parts of the Councils' respective constitutions, where it is appropriate to do so.

The four WBC members appointed to the Review Group were confirmed as:

The Leader Councillor Paul Follows
Councillor Gemma Long
Councillor Michael Goodridge
Councillor Andrew McLeod

When considering this matter, however, the Committee unfortunately omitted to confirm which of the above-mentioned members would act as co-chair of the Review Group. It is envisaged that meetings will be quarterly and alternate between Waverley and Guildford with the host council's appointed co-chair, chairing the meeting.

Officers are currently seeking to confirm the date of the first meeting.

The Committee is therefore asked to appoint a co-chair of the Joint Constitutions Review Group, from the list of appointed members referred to above.

8. UPDATE ON THE GUILDFORD AND WAVERLEY JOINT CONSTITUTIONS

REVIEW GROUP

The report **(to follow)** provides an update on the status and progress of the Guildford & Waverley Joint Constitutions Review Group (JCRG) since the last Standards & General Purposes Committee meeting.

The purpose of the report is to ensure the Standards and General Purposes Committee is updated and informed of the progress of the GBC & WBC Joint Constitutions Review Group. And, to ensure work on the review of Waverley Borough Council's Constitution, in collaboration with partners from Guildford Borough Council, is meeting the overall objective of aligning key parts thereof, where appropriate to do so.

CONSTITUTIONAL MATTERS

9. MEMORANDUM OF UNDERSTANDING - UPDATE FROM EXECUTIVE HEAD OF PLANNING

Executive Head of Planning to provide progress update on the Memorandum of Understanding. The Initial Draft was noted and approved at the previous S&GP meeting 3rd July 2023.

10. EXCLUSION OF PRESS AND PUBLIC

That, pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local Government Act 1972, the Committee agrees:

- (1) that the public be excluded from the meeting during consideration of the following matter 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 in Paragraph X of the revised Part 1 of Schedule 12A to the Local Government Act 1972; and
- (2) that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**For further information or assistance, please telephone
Leila Manzoor, Democratic Services Officer, on 01483 523224 or by
email at leila.manzoor@waverley.gov.uk**