

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: 29 December 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 Heagin, Godalming Town
Council (Co-Optee)

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

Dear Member

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

DATE: MONDAY, 8 JANUARY 2024

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 29 November 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 Friday 29 December 2023.

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 Friday 29 December 2023.

CONSTITUTIONAL MATTERS

6. **REVISED TERMS OF REFERENCE FOR THE JOINT GOVERNANCE**

COMMITTEE (Pages 9 - 24)

The Committee is recommended to make the resolutions set out in the report at item 6.

7. OFFICER EMPLOYMENT PROCEDURE RULES

The Committee is recommended to make the resolutions set out in the report at item 7.

(Report and appendices to follow).

8. REVIEW OF THE WAVERLEY BOROUGH COUNCIL KEY DECISION FINANCIAL THRESHOLD (Pages 25 - 36)

The Committee is recommended to make the resolutions set out in the report at item 8.

9. PRE-ELECTION PUBLICITY & DECISION MAKING POLICY (Pages 37 - 62)

The Committee is recommended to make the resolutions set out in the report at item 9.

10. PROPOSED MONITORING OFFICER PROTOCOL (Pages 63 - 74)

The Committee is recommended to make the resolutions set out in the report at item 10.

11. REVISED COUNCIL PROCEDURE RULE - EXTRAORDINARY MEETINGS OF THE COUNCIL (Pages 75 - 82)

The Committee is recommended to make the resolutions set out in the report at agenda item 11.

12. 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 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**