

GUILDFORD AND WAVERLEY JOINT CONSTITUTIONS REVIEW GROUP

Thursday, 30 November 2023 - 6.00 pm

Council Chamber, Council Offices, The Burys, Godalming

A G E N D A

Circulation:

Members:

Cllr Andy MacLeod (Joint Chair)

Cllr James Jones, Guildford Borough Council (Joint Chair)

Cllr Paul Follows

Cllr Michael Goodridge

Cllr Gemma Long

Cllr Joss Bigmore, Guildford Borough Council

Catherine Houston, Guildford Borough Council

Cllr Sallie Barker, Guildford Borough Council

Officers:

1 **Apologies for absence**

2 **Disclosure of Interests**

3 **REVISED TERMS OF REFERENCE FOR THE JOINT GOVERNANCE
COMMITTEE** (Pages 3 - 18)

For the group to note the report and consider the recommendations: The TOR for the Joint Governance Committee were reviewed to ensure they remained, relevant, fit for purpose and included any collaboration arrangement updates.

4 **NEW OFFICER EMPLOYMENT PROCEDURE RULES** (Pages 19 - 54)

New Officer Employment Procedure Rules and consequential constitutions revisions.

For the group to note the report and consider the recommendations and consequential constitution revisions as outline below: Officers are recommending that the Officer Employment Procedure Rules are revised using examples of good practice.

Revised terms of reference of the Joint Appointments Committee (to be called the Joint Senior Staff Committee).

In conjunction with the New Officer Employment Procedure Rules: For the group to consider the revised TOR for the JAC and the change of name for the committees extended remit.

To authorise the Head of Paid Service to approve where necessary any

human resource policies specific to Guildford

In conjunction with the New Officer Employment Procedure Rules: For the group to consider the revision to the HOPS responsibilities under the scheme of delegation relating to human resources policies for GBC.

Revised delegation to the Monitoring Officer to convene an Independent Panel.

In conjunction with the New Officer Employment Procedure Rules: For the group to consider the revised delegation for the Monitoring Officer to convene an independent panel.

Proposed dissolution of the GBC Employment Committee

In conjunction with the New Officer Employment Procedure Rules: For the group to consider the dissolution of the GBC Employment Committee.

5 WAVERLEY BOROUGH KEY DECISION THRESHOLD REVIEW (Pages 55 - 66)

For the group to note the report and consider the recommendations: To enable the Council to embrace more agile and timely decision making.

6 DRAFT WORK PROGRAMME (Pages 67 - 70)

A draft programme of the upcoming constitutional work the group intends to review.

7 Date of next meeting