

# Waverley Borough Council

**Report to:** Standards and General Purposes Committee

**Date:** 1 July 2024

**Ward(s) affected:** All

**Report of Director:** Legal & Democratic Services

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**Report Status:** Open

## Standards & General Purposes Committee - Task Group Review

### 1. Executive Summary

- 1.1 The purpose of this report is to review the work undertaken over the past 12 months by the Joint Constitutions Review Group that reports to this Committee, and to note the programme of work for that group over the forthcoming 12 months.
- 1.2 The Joint Constitutions Review Group was established jointly by this Committee and Guildford's Corporate Governance and Standards Committee in July 2023, and is meeting monthly.
- 1.3 This report asks the Committee to review the work carried out by the Review Group over the past twelve months, and the work to be

undertaken over the next twelve months. It is recommended that the group should continue its work.

## **2. Recommendations to Committee**

2.1 That the work of the Joint Constitutions Review Group over the past 12 months be noted and that, further to the approval of Guildford Borough Council's Corporate Governance and Standards Committee on 6 June 2024, the Review Group continues its work in accordance with its agreed terms of reference.

2.2 There being no requirement for the Group to be formed in accordance with political balance, the allocation of the four WBC seats on the Review Group shall continue as follows:

- The Chairman of the Corporate Governance and Standards Committee (as Co-Chairman of JCRG) – Cllr Macleod
- The Leader of the Council – Cllr Follows (or a Member of the Executive as substitute)
- 1 Liberal Democrat Member – Cllr Long
- 1 Conservative Member – Cllr Goodridge

## **3. Reason for Recommendation:**

3.1 To enable this Committee to review the continuation of the task group that reports to it.

## **4. Exemption from publication**

4.1 No part of this report is exempt from publication.

## **5. Purpose of Report**

5.1 This report asks the Committee:

- (a) To review the work carried out by the Joint Constitutions Review Group (JCRG) over the past twelve months and the work it is likely to undertake over the next twelve months.

(b) To agree that the group should continue with its work

## **6. Strategic Priorities**

6.1 The work of a councillor task group should assist in the delivery of the Council's Corporate Plan priorities.

## **7. Background**

7.1 The Committee reviews annually the work of the task group for which it is responsible.

7.2 This report sets out in **Appendix 1**:

- (a) the current composition and terms of reference of the JCRG,  
and
- (b) a summary of general progress in respect of the group

7.3 The work of the JCRG carried out since its first meeting on 30 November 2023 has been very important for the purpose of bringing forward proposals for changes to both councils' Constitutions in order to align our governance processes where it is practicable to do so.

7.4 Details of the Membership is set out below.

- Leader of the Council (Cllr Follows)
- Chairman of the Standards & General Purposes Committee (Cllr Macleod)
- Liberal Democrat (Cllr Long)
- Conservative (Cllr Goodridge)

7.5 Appointments to the Group do not have to be made from the membership of the Standards and General Purposes Committee.

## **8. Equality and Diversity Implications**

- 8.1 The Group will have due regard to the requirements of the Public Sector Equality Duty (Equality Act 2010) when making any policy recommendations.

## **9. Financial Implications**

- 9.1 There are no financial implications arising from this report. Any proposals, projects, or suggestions from the groups with financial implications will either be contained within approved budgets or considered as part of the Service and Financial Planning cycle.

## **10. Legal Implications**

- 10.1 There is no legal requirement to establish working groups or task groups, but most councils use them for purposes similar to ours. There is also no legal requirement for them to be politically balanced.

## **11. Human Resource Implications**

- 11.1 We are able to service the group from within existing staffing resources in the Democratic Services teams at Guildford and Waverley Borough Councils.

## **12. Summary of Options**

- 12.1 To continue the work of the Joint Constitutions Review Group (Recommended)
- 12.2 To discontinue the work of the Joint Constitutions Review Group.

## **13. Background Papers**

Waverley Borough Council Constitution

## **14. Appendices**

Appendix 1: Table showing details of the Joint Constitutions Review Group including work undertaken over the past 12 months, and work to be carried out during the year.