

Supplementary Agenda

7.00 pm

Wednesday, 26 October 2022

The Council Chamber, Millmead House, Millmead,
Guildford, Surrey GU2 4BE



Item

- **Parking & Air Quality working group**

Attending the Joint Committee meeting

Your Partnership and Committee Officer is here to help.

Email: gregory.yeoman@surreycc.gov.uk

Tel: 07968 832 390 (text or phone)

Website: <https://www.surreycc.gov.uk/people-and-community/your-local-area>

- 9** **PARKING AND AIR QUALITY WORKING GROUP UPDATE (FOR DECISION)** (Pages 3 - 8)

JOINT COMMITTEE (GUILDFORD)

DATE: 26 OCTOBER 2022

LEAD OFFICER: GREGORY YEOMAN,
COMMUNITY PARTNERSHIP OFFICER, SCC

SUBJECT: PARKING & AIR QUALITY WORKING GROUP UPDATE

DIVISION: ALL

SUMMARY OF ISSUE:

Following decisions by the SCC Cabinet, Leader and Council between February and October 2022, all SCC functions that sat with the Joint Committee (JC) have been transferred. Council also agreed to serve notice of its intention to withdraw from the committee. These decisions mean that the committee no longer handles any SCC functions and will effectively cease to operate on or before 30 April 2023.

It is expected that Guildford Borough Council's Executive on 24 November 2022, and its full Council meeting on 6 December 2022, will determine Guildford's response to these decisions.

The terms of reference of the Parking & Air Quality working group were revised in June 2022 to reflect the withdrawal of SCC Highways functions.

The remaining limited lifespan of the JC will impact on the work that the working group is able to do.

Membership of the working groups is decided at the first meeting of the joint committee in the municipal year. At the committee meeting in June 2022 two of the three Guildford Borough Council seats on the working group were filled; Borough Group leaders were asked for nominations to fill the remaining seat – these are shown in para 1.7 below. Depending on the committee's decision regarding the future of the working group, members will be asked to select one name from the list of nominees.

This report asks the joint committee to consider the future of the Parking & Air Quality working group, and, if appropriate, to appoint a member to fill the last remaining vacancy.

RECOMMENDATIONS:

The Joint Committee (Guildford) is asked to:

- (i) Agree that the working group continues pending Guildford Borough Council's deliberations on the role of the Joint Committee.
- (ii) Agree membership of the Parking & Air Quality working group, as detailed at paragraphs 1.6 and 1.7.

REASONS FOR RECOMMENDATIONS:

Working groups are established by the Joint Committee. Good governance practice requires that the Committee reviews the working and membership arrangements regularly to ensure that representation on the working groups is fair and they are operating usefully and effectively.

1. ANALYSIS:

- 1.1 Between February and October 2022, all SCC functions were removed from the JC.
- 1.2 SCC has confirmed it will be serving notice of its intention to withdraw from the JC. This notice will cover a six-month period up to the end of the current municipal year.
- 1.3 Guildford Borough Council will be considering its own position regarding the JC and its commitment to it in the next few weeks. Depending on its decision, the JC will operate up to 30 April 2023 or will cease at an earlier date. Any working groups still active at the time the committee ceases will also cease at the same time.
- 1.4 With the JC's limited remaining lifespan, the potential for the working group to make a positive impact on the areas outlined in its terms of reference should be reviewed. The working group can only make recommendations to the JC and there will be few if any opportunities before April 2023 in which to make them.
- 1.5 In February 2022 the SCC Cabinet agreed to transfer the Highways and Parking executive functions from the local and joint committees. Consequent impacts on the Parking & Air Quality working group's areas of work led to the terms of reference being revised in June 2022.
- 1.6 Membership of each working group is decided by councillors of the joint committee. After the JC meeting in June 2022 one vacancy for a borough councillor remained on the P&AQ working group and the committee chairman asked for local Group leaders to canvas their members for volunteers. The committee is requested to make an appointment to the working group, as detailed below.
- 1.7 The Committee is asked to consider appointing one member from nominations received by the Partnership Committee Officer.

1.8 Current members of the working group are:

County:

Cllr Fiona White (JC chairman)

Cllr Matt Furniss

Cllr Angela Goodwin

Cllr Fiona Davidson

Borough:

Cllr David Goodwin (JC vice-chairman)

Cllr Ramsey Nagaty

Cllr Deborah Seabrook

2. OPTIONS:

- 2.1 The recommendation before the committee is that the working group continues. Members may agree this recommendation or put forward an alternative.
- 2.2 The committee can either make the appointment to the working group, as set out within the report, or amend the appointment.

3. CONSULTATIONS:

- 3.1 GBC Group Leader views were sought on the nominations for the membership of joint committee working groups.

4. CONCLUSION AND RECOMMENDATIONS:

- 4.1 The transfer of functions from the Joint Committee and the county council's intention to withdraw from it mean that the role of the committee is reduced. The working group will have a limited time remaining in which to meet and the committee will have limited opportunities to consider any recommendations made by the working group. Guildford Borough Council will also be reviewing its commitment to the Joint Committee and the outcome of its deliberations will impact on the date the committee ceases.

5. WHAT HAPPENS NEXT:

- 5.1 If an appointment to the working group is made, the relevant officers supporting the working group will be notified of the name.

Contact Officer:

Gregory Yeoman, Partnership Committee Officer, Guildford, 07968 832390
gregory.yeoman@surreycc.gov.uk

Consulted:

Guildford Borough Council Group Leaders

John Armstrong, Democratic Services and Elections Manager, Guildford Borough Council

Annexes:

Annex 1 – Parking & Air Quality Working Group Terms of Reference

Sources/background papers:

- Guildford Joint Committee draft minutes Jun 22 [GJC Jun22 draft minutes](#)
- Highways Report to Cabinet Feb 22 [Cabinet Report LC JC Highway Functions Final.pdf \(surreycc.gov.uk\)](#)
- Leader Decisions report Sept 22 [Leader Decisions - Local and Joint Committee Executive Functions](#)
- SCC Council report Oct 22 [LC/JC Governance Changes report to Council](#)

GBC/SCC JOINT COMMITTEE (GUILDFORD)

Parking and Air Quality Working Group Terms of Reference 2022

General

1. The Parking and Air Quality Working Group is a Working Group of the Guildford Joint Committee. The Joint Committee will:
 - (i) determine the role, appointees and lifespan of the Working Group
 - (ii) review the operation of the Working Group over the previous year
 - (iii) confirm the remit for the Working Group and make this remit available to all Members of the Joint Committee.
2. The Working Group has no formal decision-making powers as a body but exists to advise and to make recommendations to the Guildford Joint Committee. The areas of work that the Working Group may consider and provide advice to the Joint Committee within the remit of the Guildford Joint Committee Constitution, Section 2, B Delegated Powers will include:

Decisions in relation to Parking:

Advisory Functions

- (a) Review and influence the parking strategy (via the Parking Business Plan) and any new proposals for off street parking and enforcement (Section 2, B, Advisory Functions (vi))

Decisions in relation to Air Quality:

Executive Functions

- (b) Approval of an overarching Air Quality Policy/Strategy and individual Air Quality Management/Action Plans relating to the borough of Guildford (Section 2, B, (v))
3. Recommendations to the Joint Committee will be supported by a summary of the reasoning behind the Working Group's position and reflect any professional advice of the appropriate Borough Council and/or County Council officer(s).
4. Officers supporting the Working Group will consult that Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the Joint Committee.

Operation

5. The Working Group will:

- meet in private
- develop an annual work programme
- formally record its actions
- if appropriate respond to an officer report
- if appropriate submit its own report to the Joint Committee or, alternatively, report to the Joint Committee via the Area Highways Manager's update.

Membership & Governance

6. The Working Group will contain the Chairman and Vice-Chairman of Guildford Joint Committee and 3 borough and 3 county councillors.
7. The Working Group will be chaired by the Vice-Chairman/Chairman of Guildford Joint Committee.
8. Membership of the Working Group will be agreed by the full committee at the first meeting of the new municipal year. Other changes to the membership will either follow local elections or on the advice of the full committee.
9. All members sitting on the Working Group will be required to represent the interests of the borough as a whole rather than representing the interests of individual divisions or wards.
10. Members of the Working Group should broadly represent the Committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough where possible.
11. Meetings held in private will base an assumption that any Working Group documentation will be similarly confidential unless officers and members are instructed otherwise.