

NAME OF GROUP <i>and current number and names of appointed councillors</i>	DATE ESTABLISHED/ FREQUENCY OF MEETINGS	TERMS OF REFERENCE / PURPOSE	DETAILS OF GENERAL PROGRESS AND WORK STILL TO BE UNDERTAKEN
Arts Development Strategy & Public Art Strategy <i>Six councillors</i> <i>Cllr James Steel (Chairman)</i> <i>Cllr Joss Bigmore</i> <i>Cllr Angela Gunning</i> <i>Cllr Susan Parker</i> <i>Cllr Caroline Reeves</i> <i>Cllr Paul Spooner</i> <i>Lead officer:</i> <i>Jonathan Sewell</i>	Date est. N/K Twice yearly	Each of Leisure Development's three core strategies has a monitoring group to review the annual progress of last year's action plan and to endorse next year's action plan.	Normally we would meet twice a year for each strategy. Meetings have been suspended pending completion of Phase B of Future Guildford.
Aspire Health and Wellbeing Board <i>Six councillors</i> <i>Cllr Julia McShane (Chairman)</i> <i>Cllr Angela Goodwin</i> <i>Cllr Ann McShee</i> <i>Cllr Pauline Searle</i> <i>Cllr Deborah Seabrook</i> <i>Cllr Fiona White</i> <i>Lead officer: Stephen Benbough</i>	Date est. N/K Quarterly	<ol style="list-style-type: none"> (1) To provide accountable leadership and strategic direction for Project Aspire. (2) To develop, promote and maintain a corporate approach within the Council to delivering the objectives of Project Aspire. (3) To develop and oversee a work programme of activities and projects to contribute towards the objectives of Project Aspire. (4) To develop a communications plan to promote the priorities, activities and achievements of Project Aspire. (5) To monitor and oversee the use of Project Aspire and other relevant funding, including the 	<u>Progress:</u> The Board is overseeing the development and implementation of an Aspire Work Plan. <u>Work to be undertaken:</u> To continue to develop, implement and oversee initiatives as part of Aspire.

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		award of grants. (6) To encourage and facilitate the engagement of communities, partners and local businesses in the delivery of Project Aspire. (7) To oversee and guide the work of the Guildford Health and Wellbeing Board. (8) To ensure that local councillors are engaged in projects and activities within their areas. (9) To consider and agree the arrangements for the annual stakeholder forum.	
Climate Change Board <i>Six councillors:</i> <i>Cllr Jan Harwood (Chairman)</i> <i>Cllr Diana Jones</i> <i>Cllr Caroline Reeves</i> <i>Cllr Deborah Seabrook</i> <i>Cllr Paul Spooner</i> <i>Cllr Catherine Young</i> <i>Lead officer:</i> <i>Marieke van der Reijden</i>	Established by the Executive on 25 August 2020 Bi-monthly (First meeting 15/10/20)	See Appendix 2	Newly formed group; work will include: Being well-informed, monitoring the development of key projects and acting as a sounding board for decision-making committees, Executive, Full Council and delegated officers. The three key focus areas for the Board will be energy, infrastructure and community & business outreach. One of the first items of business for the Board will be to consider an energy delivery framework as set out in the High Level Action Plan approved by the Executive on 21 July 2020
Climate Change and Innovation Board	The CCIB was established by the Executive in summer	See Appendix 3	The CCIB had overall responsibility for: <ul style="list-style-type: none"> · developing the Council's climate

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<p><i>Seven councillors as follows and external representatives of Guildford Environmental Forum and the University of Surrey:</i></p> <p><i>Cllr Jan Harwood Cllr Gordon Jackson Cllr Diana Jones Cllr Susan Parker Cllr Caroline Reeves Cllr Deborah Seabrook Cllr Catherine Young</i></p> <p><i>Lead officers: Marieke van der Reijden Chris Burchell</i></p>	<p>2019, subsuming the former Innovation Strategy Board and its Climate Change Task Group, and disbanded by the Executive on 25 August 2020 to be replaced by separate Climate Change and Innovation Boards.</p> <p>Meetings were held bi-monthly</p>		<p>change strategy; and</p> <ul style="list-style-type: none"> · overseeing the delivery and carrying out of an ongoing review of the Council's Innovation Strategy 2019/20. <p>The following topics were agreed by the CCIB to be pursued in priority order:</p> <ul style="list-style-type: none"> ➤ Planning ➤ Transportation ➤ Trees and green spaces ➤ Procurement ➤ Waste <p>The first three topics were accomplished.</p> <p>The Board received regular updates in respect of rural and business innovation, climate change in relation to energy and waste, electric vehicles and transport. Community engagement was also discussed.</p>
<p>Electric Theatre Monitoring Group</p> <p><i>Four councillors</i></p> <p><i>Cllr James Steel Cllr Caroline Reeves Cllr Dennis Booth</i></p>	<p>23 May 2017</p> <p>Six-monthly in theory.</p> <p>Has so far met once (16 Aug 2019)</p>	<p>The purpose of the meeting is to be presented with a retrospective review of the previous year's bookings at the Electric Theatre and have an overview of the forthcoming 12 months of bookings. These are compared against what the Academy of Contemporary Music</p>	<p>There are currently no meetings scheduled and there is little point until the current pandemic emergency is resolved to the point where regular activity can return.</p> <p>Councillor membership for the next meeting will need to be reviewed.</p>

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<i>Vacancy</i> <i>Lead officer: Jonathan Sewell</i>		(ACM) hoped to achieve in their submission for the lease of the venue.	
Guildford Community Covenant Panel <i>Six councillors</i> <i>Cllr Tom Hunt (Chairman)</i> <i>Cllr Dennis Booth</i> <i>Cllr Gordon Jackson</i> <i>Cllr John Rigg</i> <i>Vacancy</i> <i>Vacancy</i> <i>Lead officer:</i> <i>Steve Benbough</i>	February 2016. Meets two or three times per year	<ol style="list-style-type: none"> 1. To develop and oversee the delivery of a covenant action plan. 2. To raise the profile and needs of the armed forces community (serving personnel, both regular and reserve, their families, veterans and cadets). 3. To foster closer working relationships with the local armed forces community, including the involvement of the military in local projects and events. 4. To work with the Surrey Civilian Military Partnership Board and other neighbouring councils on the delivery of relevant activities and initiatives. 5. To keep abreast of relevant national developments. 6. To liaise with the local business community to promote the Armed Forces Corporate Covenant and encourage support for the armed forces. 7. To promote funding bids from 	<u>Progress:</u> Overseen various activities and events to celebrate and commemorate the work of the armed forces. <u>Work to be undertaken:</u> Continue to oversee a programme of projects, activities and events to meet the commitments of the Council's Armed Forces Covenant.

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		<p>local organisations to the national Community Covenant Fund.</p> <p>8. To support local cadet units.</p>	
<p>Housing Delivery Board</p> <p><i>Five councillors:</i></p> <p><i>Cllr Jan Harwood (Chair)</i> <i>Cllr Graham Eyre</i> <i>Cllr Angela Gunning</i> <i>Cllr Ramsey Nagaty</i> <i>Cllr Tony Rooth</i></p> <p><i>Lead officer:</i> <i>Stuart Harrison/Tim Dawes</i></p>	<p>Est. 23 May 2017¹</p> <p>Quarterly</p>	<p>The purpose of the Housing Delivery Board is to provide cross-party comment on the work of Planning Policy, Development Management and the Council's housing delivery function in relation to the delivery of sufficient housing, across all tenures, to meet the requirements of the adopted Local Plan.</p> <p>Objectives</p> <ul style="list-style-type: none"> • To monitor progress against our housing delivery targets, identifying obstacles and recommending corrective action • To identify and evaluate options which will increase the delivery rate of new housing • To strengthen positive working relationships with partner organisations that are able to contribute towards ensuring we facilitate the delivery of housing to meet the needs of our community, particularly developers. 	<p>The Board have been active in monitoring progress against GBC housing delivery targets. This has included through receiving quarterly updates on interim completions of homes in the borough, as well as by means of annual reporting reflected in the GBC Land Availability Assessment, which includes commentary on the Council's 5-year housing land supply position as well as past housing delivery. The Board have also received and commented on the GBC Housing Delivery Action Plan (2020), which assesses the causes of under-delivery and identifies actions to increase delivery in future years.</p> <p>The Board will continue to monitor and provide comment in relation to the delivery of sufficient housing to meet the requirements of the Local Plan.</p>

¹ As Planning Policy and Housing Delivery Board

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		<ul style="list-style-type: none"> • To provide a forum that aids the necessary strategic co-ordination of the multiple work streams across the Council that will facilitate the delivery of housing • To identify, evaluate and recommend measures which will help ensure we have a local private rented housing sector that meets the needs of our communities 	
Innovation Board <i>Four councillors</i> <i>Cllr Gordon Jackson (Chair)</i> <i>Cllr Jan Harwood</i> <i>Cllr John Redpath</i> <i>Cllr Caroline Reeves</i> <i>Lead officer:</i> <i>Chris Burchell</i>	25 August 2020 Bi-monthly (first meeting 30/10/2020)	See Appendix 4	<p>Progress: Newly formed group the purpose of which is to develop, coordinate and manage three priority areas in the Council's Innovation Strategy to compliment the wider economic priorities within the Council's Recovery Plan. At the first meeting of the Board on 30 October the Board reviewed its Innovation Strategy and progress to date</p> <p><u>Work to be undertaken:</u> To look at wi-fi coverage maps for 3, 4 and 5G and identify weak wi-fi spots in town centre. Support/promote integrated travel and the Sustainable Movement Corridor Progress work in relation to working with 5G Hub at the University of Surrey to develop Guildford as a test bed for a wi-fi</p>

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			<p>hub.</p> <p>Support the Digital Health Steering Group</p> <p>Encourage more green start-up businesses.</p> <p>Identify opportunities where digital data could be shared between GBC and SCC.</p> <p>Develop the Innovation Forum - Guildford Borough Council could bring together local businesses, educational institutions and local government.</p> <p>Innovation Awards - Will be held virtually on 17 November for businesses to apply to celebrate the best of innovation in Guildford. An additional award category had been created for businesses who had dealt with covid-19 challenges innovatively.</p>
<p>Local Plan Panel</p> <p><i>Seven councillors</i></p> <p><i>Cllr Jan Harwood (Chair)</i> <i>Cllr Joss Bigmore</i> <i>Cllr Angela Gunning</i> <i>Cllr Nigel Manning</i> <i>Cllr Caroline Reeves</i> <i>Cllr Paul Spooner</i> <i>Cllr Catherine Young</i></p> <p><i>Lead officer:</i> <i>Stuart Harrison</i></p>	<p>January 2004 Quarterly</p>	<p>The Local Plan Panel is a small, group of councillors comprising relevant Executive Members and members representing a geographical spread across the Borough, whose principal role is to monitor and drive progress with the various stages of the new Guildford Borough Local Plan in accordance with the Local Development Scheme and the Council's statutory duties.</p>	<p>The Local Plan Panel has not met since October 2019. There are no minutes taken at any of the meetings. The purpose of the Panel was to act as a cross party sounding board contributing to the development of the boroughs Local Plans. The panel was engaged in the development of the Regulation 18 version of the Development Management DPD in September/October 2019.</p> <p>The Panel was reconvened in October to help progress the Development Management DPD to its Regulation 19 consultation.</p>

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Major Projects Portfolio Board <i>Eight councillors</i> <i>Cllr John Rigg</i> <i>Cllr Caroline Reeves</i> <i>Cllr Ramsey Nagaty</i> <i>Cllr Paul Spooner</i> <i>Cllr Joss Bigmore</i> <i>Cllr Tim Anderson</i> <i>Cllr Chris Blow</i> <i>Cllr Jan Harwood</i> <i>Lead officer:</i> <i>Liz Fleming</i>	January 2016 Monthly (except August) Due to COVID19 and following the appointment of new Administration, no formal meetings were held since March 2020 to date – next meeting scheduled for start of 2021.	As per 21 May 2019 report No change to current Terms of Reference New Terms of Reference to be agreed at next meeting at the start of 2021. See Appendix 5	<u>Progress:</u> The role of the board is to provide an overarching overview of the Major Projects Portfolio deliverables and to act as the primary reporting group for the Major Projects Team and the Weyside Urban Village Development Team, and for all other projects within the Council that have a capital value of £1,000,000 or more. Over the meetings that have taken place in Municipal Year 2019/20 the Board has/will receive presentations and discuss the following current projects: <ul style="list-style-type: none"> • Blackwater Valley Hotspots • Ash Road Bridge Project • Public Realm Guildford • Community Bike Share • Guildford Crematorium Rebuild • Guildford Museum Project • Guildford Park Road Redevelopment • Weyside Urban Village Development Programme • Spectrum 2.0 • Sustainable Movement Corridor 1 • Walnut Bridge Replacement • Guildford Economic Regeneration Programme

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			<ul style="list-style-type: none"> • Flood Alleviation Scheme • North Street Redevelopment Project <p><u>Work to be undertaken:</u> The Board will continue to provide oversight to projects lead by Guildford Borough Council with a capital value in excess of £1,000,000 and receive presentations on projects as part of a rolling programme.</p>
Museum Working Group (Major project) <i>Ten councillors:</i> <i>Cllr Joss Bigmore</i> <i>Cllr Ruth Brothwell</i> <i>Cllr Colin Cross</i> <i>Cllr Angela Gunning</i> <i>Cllr Gordon Jackson</i> <i>Cllr John Redpath</i> <i>Cllr Caroline Reeves</i> <i>Cllr Pauline Searle</i> <i>Cllr James Steel</i> <i>Cllr Catherine Young</i>	12 November 2018 Monthly	Covered by Appendix 5	No meetings held since the last working groups report (21 May 2019)
Play Development Strategy & Fixed Play equipment Group	April 2016 Meetings twice per year	The strategy is two separate but aligned documents, forming one cohesive strategy.	The work of the strategy is ongoing, although the original five year term is nearly up (2021), due to current circumstances the strategy is likely to be

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<i>Four councillors</i> <i>Cllr Julia McShane</i> <i>Cllr James Steel,</i> <i>Cllr Jo Randall</i> <i>Cllr Dennis Booth</i> <i>Lead officer: Jonathan Sewell</i>		<p>Project Board Monitoring Group reviews the Play Strategy action plan progress every 6 months. The Play Strategy annual action plan seeks to deliver the overall strategy aims by reducing barriers to play.</p> <p>The core purpose of the interaction with councillors is to ensure they have the opportunity to be informed on the progress of the action plan and so that those councillors on the group can be advocates for the strategy within their respective groups and colleagues.</p>	<p>extended.</p>
Property Review Group <i>Four councillors:</i> <i>Cllr Tim Anderson</i> <i>Cllr John Rigg</i> <i>Cllr Caroline Reeves</i> <i>Cllr Nigel Manning</i> <i>Lead officer:</i> <i>Marieke van der Reijden</i>	<p>2003.</p> <p>Ten times per year</p>	<p>See Appendix 6</p>	<p><u>Progress:</u> Continued to review strategic property matters on investment, operational and strategic properties. Completed the sale of Liongate House. Acquisition of further industrial estate sites. Continued development of Midleton Industrial Estate</p> <p><u>Work to be undertaken:</u> Continue Midleton Industrial Estate development; oversee the acquisition of operational and investment sites, subject to funding being approved; compose the asset strategy, including the basis for acquiring or developing assets and to drive the direction of the asset portfolio including regeneration programmes;</p>

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			review needs and costs of ongoing maintenance of major assets.
Sports Development Strategy Group <i>Four councillors</i> <i>Cllr James Steel</i> <i>Cllr Joss Bigmore</i> <i>Cllr Ramsey Nagaty</i> <i>Cllr Jo Randall</i> <i>Lead officer:</i> <i>Jonathan Sewell</i>	Date est. N/K Twice yearly	Each of Leisure Development's three core strategies has a monitoring group to review the annual progress of last year's action plan and to endorse next year's action plan.	Normally we would meet twice a year. Meetings have been suspended pending completion of Phase B of Future Guildford.
Town Twinning Working Group <i>Seven councillors:</i> <i>Councillor Joss Bigmore</i> <i>Councillor Angela Gunning</i> <i>Councillor Gordon Jackson</i> <i>Councillor Ramsey Nagaty</i> <i>Councillor John Redpath</i> <i>Councillor Caroline Reeves</i> <i>Councillor Pauline Searle</i> <i>Lead officer: Stephen Benbough</i>	September 2016 Meets two or three times per year	(a) To demonstrate, develop and enhance the benefits of Guildford's twinning arrangements. (b) To consider opportunities to deliver economic, educational, cultural and sporting benefits to Guildford through twinning arrangements, including in terms of tourism or inward investment. (c) To consider, advise, coordinate and agree projects and initiatives with Guildford's twin town(s) to further the objectives of twinning. (d) To encourage local	Progress: The Group has continued to oversee opportunities to develop strengthened links with Freiburg and other international partnerships. <u>Work to be undertaken:</u> To further develop relationships with Freiburg and consider other opportunities relating to international partnerships.

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		<p>businesses, organisations, clubs and residents to develop relationships with Guildford's twin town(s), including by participation in exchanges and twinning activities.</p> <p>(e) To publicise and promote Guildford's twinning relationships to residents and businesses to secure greater interest and engagement.</p> <p>(f) To determine the desirable characteristics of potential future twin towns.</p> <p>(g) To make recommendations to the Council on any future formal twinning arrangement or similar link.</p> <p>(h) To monitor Guildford's twinning arrangements to maintain their effectiveness and future flexibility.</p>	
Weyside Urban Village Development Governance Board² <i>Four Councillors</i>	17 November 2017 Quarterly	See Appendix 7	The Weyside Urban Village Development Programme is a complex project. It includes the relocation and construction of a new sewage treatment plant, relocation and construction of the Council's

² Previously the Slyfield Area Regeneration Project Governance Board

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<p><i>Cllr John Rigg</i> <i>Cllr Caroline Reeves</i> <i>Cllr Joss Bigmore</i> <i>Cllr Jan Harwood</i></p> <p><i>Lead officer:</i> <i>Michael Lee-Dickson</i></p>			<p>operational services depot, development of some light industrial units, the relocation and construction of new waste facilities for SCC and the construction of up to 1,500 new homes, along with the necessary supporting infrastructure. The WUV Governance Board, in its role as a monitoring body, has provides guidance to the Project Team to assist in key decision making.</p> <p>Work to be undertaken: As the WUV Development Programme continues the WUV Governance Board will continue to provide guidance to support the Project Team in decision making, and also advise and comment on key interfaces and dependencies that may exist between individual service areas and the WUV Development Programme.</p>