

Guildford Borough Council

Report to: Council

Date: 25 July 2023

Ward(s) affected: n/a

Report of Director: Transformation & Governance

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Report Status: Open

Appointment of Parish Members to the Corporate Governance and Standards Committee

1. Executive Summary

- 1.1 Article 10 of the Council's Constitution provides that the Corporate Governance and Standards Committee shall be comprised, amongst others, of up to three co-opted members of parish councils within the borough.
- 1.2 The term of office of the co-opted Parish Members is four years. At the Council meeting on 17 May, Council agreed to re-appoint to the Committee the current co-opted parish members (all of whom were re-elected to their respective parish councils in May) for a period up to the appointment of their successors.
- 1.3 Following the local elections in May, all parish councils in the borough were invited to submit nominations in respect of the three

Parish Member appointments. Serving parish members are eligible for re-appointment. Four nominations were received as follows:

- *Julia Osborn – Send Parish Council
- Simon Schofield – Normandy Parish Council
- Penny Tompkins – Shere Parish Council
- *Tim Wolfenden – Shalford Community Council

(* serving parish members)

- 1.4 As there were more nominations received than there are places on the Committee, each nominee was invited to submit a personal statement in support of their nomination and copies of these were circulated to all parish clerks on 23 June 2023 (copies are also attached as **Appendix 1** to this report).
- 1.5 Each parish council was then asked to cast its vote as to its preferred three candidates. The deadline for receipt of ballot papers from the parish councils is 12 noon on Friday 21 July 2023. The results of the ballot will be reported on the Order Paper.
- 1.6 Article 10 of the Constitution also states that the results of the ballot shall inform the Council's decision as to the co-option of parish members to the Committee.

2. Recommendation to Council

- 2.1. Taking into account the outcome of the ballot of parish councils, the Council is invited to appoint up to three of the nominees as co-opted parish members of the Corporate Governance & Standards Committee for a term of office expiring in May 2027.

3. Reason(s) for Recommendation:

- 3.1. To ensure the composition of the Committee includes three co-opted parish members in accordance with Article 10 of the Council's Constitution.

4. Exemption from publication

4.1. No part of this report is exempt from publication.

5. Purpose of Report

5.1. To appoint up to three co-opted Parish Members to the Corporate Governance & Standards Committee, for a term of office expiring in May 2027.

6. Strategic Priorities

6.1. Involving representatives of our parish councils in the important work of the Corporate Governance & Standards Committee reflects our corporate values of:

- being open and accountable in our decision-making.
- spending money carefully and delivering good value for money services.
- working constructively with other councils, partners, businesses, and communities to achieve the best outcomes for all.
- Ensuring that our councillors and staff uphold the highest standards of conduct.

7. Financial Implications

7.1 Each co-optee on the Committee is entitled to receive a small co-optees' allowance, which is currently £419 p.a. They are also entitled to claim for mileage for attendance at meetings.

8. Legal Implications

8.1 Although there is no legal requirement to co-opt parish members to the Corporate Governance & Standards Committee, there is a requirement to do this by virtue of Article 10 of the Council's Constitution. Article 10 also prescribes the method of appointment

of parish members. The process described in this report is fully in accordance with Article 10.

- 8.2 Article 10 also provides that parish members have no voting rights at the meetings of the Corporate Governance & Standards Committee.

9. Human Resource Implications

- 9.1 There are no human resource implications associated with the decision on this matter.

10. Equality and Diversity Implications

- 10.1 Public authorities are required to have due regard to the aims of the Public Sector Equality Duty when making decisions and setting policies. The Council has a statutory duty under section 149 of the Equality Act 2010 which provides that a public authority must, in exercise of its functions, have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

- 10.2 There are no equality and diversity implications associated with the decision on this matter.

11. Climate Change/Sustainability Implications

- 11.1 There are no climate change/sustainability implications associated with the decision on this matter.

12. Summary of Options

12.1 The Council may choose to appoint up to three of the parish councillors nominated, taking into account the outcome of the ballot of parish councils.

13. Conclusion

13.1 The procedure for appointment of co-opted parish members to the Corporate Governance & Standards Committee, as described in this report, has been followed. The Council is now invited to make the final decision as to appointments.

14. Background Papers

Article 10 of the Council's Constitution

15. Appendices

Appendix 1: Personal Statements submitted by the four candidates for appointment