



GUILDFORD
B O R O U G H

SELECTION COUNCIL MEETING

WEDNESDAY, 17 MAY 2023

ORDER PAPER

ORDER PAPER (Pages 1 - 44)

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SELECTION MEETING OF THE COUNCIL

WEDNESDAY 17 MAY 2023

ORDER PAPER

WEBCASTING NOTICE

This meeting will be recorded for subsequent broadcast on the Council's website in accordance with the Council's capacity in performing a task in the public interest and in line with the Openness of Local Government Bodies Regulations 2014.

The whole of the meeting will be recorded, except where there are confidential or exempt items, and the footage will be on the website for six months.

If you have any queries regarding webcasting of meetings, please contact Committee Services.

I would like to welcome everyone to this evening's meeting of the Council.

I should be grateful if you would ensure that your mobile phones and other hand-held devices are switched to silent during the meeting. If the fire alarm sounds during the course of the meeting - we are not expecting it to go off - please leave the Council Chamber immediately and proceed calmly to the assembly point in Millmead on the paved area adjacent to the river as you exit the site.

This Order Paper sets out details of those members of the public who have given advance notice of their wish to ask a question or address the Council in respect of any business on tonight's agenda. It also sets out details of any questions submitted by councillors together with any motions and amendments to be proposed by councillors in respect of the business on the agenda.

Unless a member of the public has given notice of their wish to ask a question or address the Council under Item 7 (Public Participation), they will not be permitted to speak. Those who have given notice may address the Council for a maximum of three minutes. Speakers may not engage in any further debate once they have finished their speech.

Councillor Masuk Miah
The Mayor of Guildford

Time limits on speeches at full Council meetings:	
Public speaker:	3 minutes
Response to public speaker:	3 minutes
Questions from councillors:	3 minutes
Response to questions from councillors:	3 minutes
Proposer of a motion:	10 minutes
Seconder of a motion:	5 minutes
Other councillors speaking during the debate on a motion:	5 minutes
Proposer of a motion's right of reply at the end of the debate on the motion:	10 minutes
Proposer of an amendment:	5 minutes
Seconder of an amendment:	5 minutes
Other councillors speaking during the debate on an amendment:	5 minutes
Proposer of a motion's right of reply at the end of the debate on an amendment:	5 minutes
Proposer of an amendment's right of reply at the end of the debate on an amendment:	5 minutes

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DISCLOSURES OF INTEREST

To receive and note any disclosable pecuniary interests from councillors. In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, the councillor must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

3. MINUTES

The draft minutes of the Annual Meeting held on 10 May 2023 are attached as **Appendix 1** to this Order Paper.

3A. APPOINTMENT OF DEPUTY MAYOR 2023-24

Councillors will recall that, at the Annual Meeting on 10 May 2023, the Council deferred consideration of the appointment of the Deputy Mayor for the 2023-24 Municipal Year to this meeting.

Following the Annual Meeting, nominations were invited, and the following nomination has been received:

Nominee	Proposer	Second
Councillor Sallie Barker MBE	Councillor Philip Brooker	Councillor Matt Furniss

The Council is invited to consider the nomination of Councillor Sallie Barker MBE as Deputy Mayor for the 2023-24 Municipal Year.

Subject to the Council's approval of the nomination, the newly appointed Deputy Mayor to read and sign the Declaration of Acceptance of Office and take the Oath of Allegiance.

Following their appointment, the newly appointed Deputy Mayor will take their seat on the dais.

4. MAYOR'S COMMUNICATIONS

To receive any communications from the Mayor.

5. ELECTION OF THE LEADER OF THE COUNCIL

Under Council Procedure Rule 21, the Democratic Services and Elections Manager has received the following nomination in respect of the election of Leader of the Council:

Nominee	Proposer	Second
Councillor Julia McShane	Councillor Catherine Houston	Councillor George Potter

The Mayor will put the nomination to the vote by a show of hands as required by paragraph (c) of Council Procedure Rule 21.

Following their election, the newly elected Leader will take their seat on the dais.

6. LEADER'S COMMUNICATIONS

The newly elected Leader may wish to announce the appointment of the Deputy Leader of the Council and Lead Councillors on the Executive and the titles of the portfolios assigned to them.

If the Deputy Leader is appointed, they will also take their seat on the dais.

Councillors shall have the opportunity of asking questions of the Leader in respect of their communications.

7. PUBLIC PARTICIPATION

The following persons have given notice of their wish to address the Council this evening in respect of the matters referred to below:

- (a) Ruth Stone, Founder of Burpham Wellbeing in respect of the need for greater access to public facilities in Burpham to enable more community use and connections.
- (b) Gavin Morgan, Guildford Heritage Forum in respect of seeking the Council's continued commitment to supporting Guildford's heritage.
- (c) Charlie Pope, representative of Burpham Football Club in respect of Football Facilities in Burpham.
- (d) Matt Trevail, resident of Burpham, in respect of reduced public tennis facilities in Burpham and concerns over the Council's role in getting better use out of sporting facilities.

The newly elected Leader will be invited to respond to these statements.

8. QUESTIONS FROM COUNCILLORS

(a) **Councillor Philip Brooker** to ask the Leader of the Council the following question:

“Can the Leader confirm what her plans are to increase social housing in the Borough? How many social houses do you intend to provide on a year-on-year basis over the next four years, what sites have been allocated for this, and how will it be financed?”

(b) **Councillor Bilal Akhtar** to ask the Leader of the Council the following question:

“Can the Leader confirm the number of staff currently employed in the Council's planning enforcement team and also outline any intention to recruit additional staff to the Council's planning enforcement team?”

(c) **Councillor Bob Hughes:** to ask the Leader of the Council the following question:

“Can the Leader please confirm how much the Council has so far spent on agency and temporary staff in 2022/23 across the organisation? What is the projected budget for 2023/24? And can you confirm how much the Council has spent so far on consultants in 2022/23? What is the projected budget for 2023/24?”

As notice of the above questions was received on Friday 12 May, the newly elected Leader will circulate to all councillors a written response to each question.

9. APPOINTMENT OF COMMITTEES: 2023-24 AND OTHER APPOINTMENTS (Pages 5 – 56 of the Council agenda)

Update:

(a) Political composition of the Council

Following the Borough Council elections on 4 May 2023, the political composition of the Council is now as follows:

Political Group	Number of Councillors	% of seats overall
Liberal Democrats	25	52.08%
Conservatives	10	20.83%
Residents for Guildford & Villages	7	14.58%
Guildford Greenbelt Group	3	6.25%
Labour	3	6.25%
Total	48	100%

The five political groups comprise the following members:

Liberal Democrat Group:

Councillor Julia McShane (Group Leader)
 Councillor George Potter (Deputy Group Leader)
 Councillor Phil Bellamy
 Councillor Yves de Contades
 Councillor Angela Goodwin
 Councillor Lizzie Griffiths
 Councillor Gillian Harwood
 Councillor Stephen Hives
 Councillor Catherine Houston
 Councillor Tom Hunt

Councillor James Jones
Councillor Vanessa King
Councillor Steven Lee
Councillor Sandy Lowry
Councillor Richard Lucas
Councillor Masuk Miah
Councillor Carla Morson
Councillor Danielle Newson
Councillor Merel Rehorst-Smith
Councillor Joanne Shaw
Councillor Katie Steel
Councillor Cait Taylor
Councillor Jane Tyson
Councillor Fiona White
Councillor Dominique Williams

Conservative Group:

Councillor Philip Brooker (Group Leader)
Councillor Bilal Akhtar (Deputy Group Leader)
Councillor Sallie Barker MBE
Councillor Honor Brooker
Councillor David Bilbé
Councillor Geoff Davis
Councillor Matt Furniss
Councillor Bob Hughes
Councillor Richard Mills
Councillor Keith Witham

Residents for Guildford and Villages Group:

Councillor Joss Bigmore (Group Leader)
Councillor Maddy Redpath (Deputy Group Leader)
Councillor Dawn Bennett
Councillor Ruth Brothwell
Councillor David Shaw
Councillor Sue Wyeth-Price
Councillor Catherine Young

Guildford Greenbelt Group

Councillor Patrick Oven (Group Leader)
Councillor Jason Fenwick (Deputy Group Leader)
Councillor James Brooker

Labour Group:

Councillor James Walsh (Group Leader)

Councillor Amanda Creese (Deputy Group Leader)

Councillor Howard Smith

(b) Appointment of Committees – Executive Advisory Boards

The Executive Advisory Boards (EABs) were established in 2015 and their terms of reference were originally aligned to themes in the then Corporate Plan.

Latterly, their terms of reference have been linked to the corporate management structure of the Council. Their current terms of reference are based on the previous management structure, prior to the collaboration with Waverley Borough Council.

It is proposed to simplify their terms of reference so that they align with the current Joint Management Team structure.

It is proposed that the Service Delivery EAB is re-named the “Community EAB” and should cover the following service areas:

- Communications and Customer Services
- Community Services
- Environmental Services
- Housing Services
- Regulatory Services
- Commercial Services

It is also proposed that the Strategy & Resources EAB is re-named the “Resources EAB” and should cover the following service areas:

- Planning Development
- Regeneration and Planning Policy
- Assets
- Finance
- Legal & Democratic Services
- Organisational Development

Subject to the Council’s approval, appropriate amendments will be made to the EABs’ terms of reference in the Constitution.

(c) Numerical allocation of seats on Committees

Details of the suggested numerical allocation of seats on the committees to the political groups that best meets, as far as reasonably practicable, the requirements for political balance have been shared with the group leaders. The proposed numerical allocation of seats is set out in **Appendix 2** to this Order Paper.

(d) Nominations for appointments to Committees and other appointments: 2023-24

Each political group has been invited to submit nominations to fill the seats on committees in accordance with the numerical allocation (and substitutes where appropriate). The schedule of nominations is set out in **Appendix 3** to this Order Paper, which also includes nominations for appointment of the Council's representative on the Surrey Police and Crime Panel.

(e) Election of Committee chairmen and vice-chairmen 2023-24

In accordance with Council Procedure Rule 29 (a), the Council will elect the chairmen and vice-chairmen of all committees (including Executive Advisory Boards), and any sub-committees of those committees for the ensuing municipal year. Details of nominations received by the Democratic Services and Elections Manager for election of committee and sub-committee chairmen and vice-chairmen are also set out in **Appendix 3** to this Order Paper, and summarised below:

Committee	Nominee(s) for Chairman	Nominee(s) for Vice-Chairman
Corporate Governance & Standards Committee	CLlr Phil Bellamy CLlr Joss Bigmore CLlr Bob Hughes	None received
Employment Committee	CLlr Julia McShane	None received
Service Delivery EAB	CLlr Katie Steel	None received
Strategy & Resources EAB	CLlr Ruth Brothwell CLlr Richard Mills	None received
Licensing Committee	CLlr Keith Witham CLlr Catherine Young	None received
Licensing Sub-Committee (up to 7 designated sub-committee chairmen)	CLlr Amanda Creese CLlr Gillian Harwood CLlr Masuk Miah CLlr Patrick Oven CLlr Katie Steel CLlr Keith Witham CLlr Catherine Young	
Overview & Scrutiny Committee	CLlr Matt Furniss CLlr James Walsh	None received
Planning Committee	CLlr Fiona White	None received

The Council will note that no nominations have been received in respect of the election of vice-chairmen. It is suggested that, in respect of the committees referred to above where elections for committee chairmen are contested, the Council elects as vice-chairman for each of those committees, the unsuccessful nominee for election of chairman.

In relation to the Corporate Governance & Standards Committee, where there are three nominees for election of chairman, it is suggested that the Council takes a vote on the election of vice-chairman from the two unsuccessful nominees.

In relation to the committees referred to above where elections for committee chairmen are uncontested, it is suggested that the election of vice-chairman is dealt with at their first meetings of the municipal year.

(f) Surrey Police & Crime Panel - Nominations Received

Councillor David Bilbé
Councillor Danielle Newson

(g) Councillor Champions – Nominations Received

Champion:	Nominees:
Armed Forces Champion	Clr Sallie Barker MBE Clr Steve Hives
Historic Environment and Design Champion	Clr Richard Mills Clr Howard Smith
Older Persons' Champion	Clr Honor Brooker

(h) Councillor Champions – Summary of Activities 2022-23

Armed Forces Champion - Councillor Tom Hunt

“In 2022, the Council commemorated Armed Forces Day, Armistice Day and Remembrance Sunday. I participated in these services, and along with the Mayor, the Leader, and the Chief Executive, laid a wreath at the war memorial on Remembrance Sunday.

I continue to chair the Community Covenant Panel, held at Army Training Centre (Pirbright) three times a year. I also participate in county-wide fora,

including the Recognise and Remember Task Force. ATC(P) is in the early stages of some significant redevelopment plans, with the objective of creating the British Army Soldier Academy at Pirbright. Along with the Strategic Director of Place, I attended a briefing session involving both the Defence Infrastructure Organisation and senior officers from Army HQ to be appraised of these plans.

Illness sadly prevented me from attending this year's Surrey Armed Forces Covenant Conference, but GBC officers were in attendance. I am told that one of the highlights was a keynote speech from Johnson Beharry VC.

Finally, I continue to deal with queries and requests from residents and councillors relating to armed forces matters, including supporting local veterans."

Historic Environment and Design Champion – (former) Councillor Bob McShee

No report received.

Older Persons' Champion - Councillor Maddy Redpath

"Over the course of the past year, I have been actively engaged in addressing a multitude of issues pertaining to the senior residents within our community, focusing on enhancing accessibility, facilitating engaging activities, domestic issues and transport problems. I have also continued in my position as a trustee at Merrow Sunset Homes, an endeavour that has proven to be both interesting and rewarding.

The majority of individuals who sought my assistance had resorted to reaching out to me directly after exhausting other channels. They had found my details on the Councillor's page on the GBC website where "Older Persons' Champion" is clearly displayed. In future it would be useful to have the position more widely advertised among our residents as well as relevant groups, such as Age UK and U3A, ensuring greater visibility and accessibility to those in need. The position also could be improved by having a more defined remit of responsibilities and structure, including regularly scheduled meetings with officers and relevant lead members. This strategic approach would greatly enhance visibility and accessibility, ultimately enabling us to better serve those in need.

Despite encountering various challenges along the way, my tenure as the Older Persons' Champion has been immensely fulfilling. I have found great

satisfaction in serving the interests and welfare of our senior community members. I extend my sincerest wishes of good luck to the next Older Persons' Champion."

(i) The Motion:

The newly elected Leader of the Council to propose and the newly appointed Deputy Leader of the Council to second, the following motion:

- “(1) That, for the 2023-24 municipal year and subject to paragraph (2) below, the Council agrees to appoint the committees referred to in the table set out in paragraph 4.1 of the report submitted to the Council, and agrees their respective size referred to therein and the proposed terms of reference, as indicated in Appendix 1 to the report.
- (2) That the Service Delivery Executive Advisory Board be re-named the “Community Executive Advisory Board” and the Strategy and Resources Executive Advisory Board be re-named the “Resources Executive Advisory Board” and that their respective remits be aligned with the current Joint Management Team structure as indicated below:

“Community EAB” to cover the following service areas:

- Communications and Customer Services
- Community Services
- Environmental Services
- Housing Services
- Regulatory Services
- Commercial Services

“Resources EAB” to cover the following service areas:

- Planning Development
- Regeneration and Planning Policy
- Assets
- Finance
- Legal & Democratic Services
- Organisational Development

- (3) That the numerical allocation of seats on committees to each political group on the Council, as shown in **Appendix 2** to this Order Paper, be approved for the 2023-24 municipal year.
- (4) That the nominations for membership and (where applicable) substitute membership of the committees, Executive Advisory Boards, and the joint committees, for the 2023-24 municipal year, as shown in **Appendix 3** to this Order Paper, be approved in accordance with the wishes of the political groups.
- (5) That, for the 2023-24 municipal year, the councillors indicated in the table below be elected as chairman of the committees/sub-committees/EABs referred to therein:

Committee	Chairman
Employment Committee	Cllr Julia McShane
Service Delivery EAB	Cllr Katie Steel
Licensing Sub-Committee (up to 7 designated sub-committee chairmen)	Cllr Amanda Creese Cllr Gillian Harwood Cllr Masuk Miah Cllr Patrick Oven Cllr Katie Steel Cllr Keith Witham Cllr Catherine Young
Planning Committee	Cllr Fiona White

- (6) That the election of vice-chairman of the committees referred to in the table above be dealt with at their first meetings of the municipal year.
- (7) That the Council re-appoints Murray Litvak as a co-opted independent member of the Corporate Governance and Standards Committee for the four-year period 2023-2027.
- (8) That the Council re-appoints Julia Osborn (Send Parish Council), Ian Symes (Effingham Parish Council), and Tim Wolfenden (Shalford Parish Council) as co-opted parish members on the Corporate Governance and Standards Committee for a period up to the appointment of their successors.
- (9) That the Council appoints Councillor Honor Brooker as Older Persons' Councillor Champion for 2023-24.

(10) That, in accordance with Section 28 (7) of the Localism Act 2011, the Council appoints the following persons as Independent Persons for a four-year term of office expiring in May 2027:

- Andrea Armstrong
- Vivienne Cameron
- Jane Clarke
- Bill Donnelly
- John Smith

(11) That the Council agrees that the time at which Council and Committee meetings shall normally begin shall remain at 7pm.

Reasons for Recommendation:

- To comply with Council Procedure Rules 23 and 29 of the Constitution in respect of the appointment of committees and election of chairmen and vice-chairmen
- To enable the Council to comply with its obligations under the Local Government and Housing Act 1989 in respect of the political proportionality on its committees.
- To enable the Council to comply with the requirements of the Police Reform and Social Responsibility Act 2011.
- To enable the Council to comply with its obligations under Section 28 (7) of the Localism Act 2011.

(h) Contested Elections of Committee Chairmen 2023-24

The contested elections for committee chairmen for the 2023-24 municipal year are shown in the table below.

Committee	Nominees for Chairman
Corporate Governance & Standards Committee	Cllr Phil Bellamy Cllr Joss Bigmore Cllr Bob Hughes
Strategy & Resources EAB	Cllr Ruth Brothwell Cllr Richard Mills
Licensing Committee	Cllr Keith Witham Cllr Catherine Young
Overview & Scrutiny Committee	Cllr Matt Furniss Cllr James Walsh

Voting on contested elections:

Under Council Procedure Rule 29 (a), where two candidates are nominated for election as committee chairman or vice-chairman, the election shall be determined by way of a show of hands.

If there are more than two candidates nominated, a show of hands will be taken for each candidate. If there is not a clear majority in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person. However, if after this process, two candidates are still tied, the election shall be decided by the drawing of lots.

Election of Vice-Chairmen

As mentioned earlier, it is suggested that, in respect of the committees referred to above where elections for committee chairmen are contested, the Council elects as vice-chairman for each of those committees, the unsuccessful nominee for election of chairman.

In relation to the Corporate Governance & Standards Committee, where there are three nominees for election of chairman, it is suggested that the Council takes a vote on the election of vice-chairman from the two unsuccessful nominees.

(i) Other contested appointmentsSurrey Police & Crime Panel (2023-2027)

The Council is asked to vote on the two nominations received:

- Councillor David Bilbé
- Councillor Danielle Newson

Councillor Champions (2023-24)

The Council is asked to vote on the nominations received in respect of the Councillor Champion appointments as follows:

Champion:	Nominees:
Armed Forces Champion	Cllr Sallie Barker MBE Cllr Steve Hives
Historic Environment and Design Champion	Cllr Richard Mills Cllr Howard Smith

Comments:

None

10. ITEM OF URGENT BUSINESS – NOMINATION FOR APPOINTMENT OF HONORARY FREEMAN

The Mayor has agreed to consider the report attached as **Appendix 4** to this Order Paper as an urgent item of business in accordance with Section 100B (4) (b) of the Local Government Act 1972.

Councillor Fiona White to propose, and Councillor Julia McShane to second the adoption of the following motion:

“That a special meeting of the Council be convened on Thursday 1 June 2023 at 7pm at the Guildhall for the purpose of conferring upon David Goodwin the title of Honorary Freeman of the Borough.

Reason:

To recognise formally David Goodwin’s eminent and distinguished service to the Borough of Guildford.”

Comments:

None

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GUILDFORD BOROUGH COUNCIL

Minutes of the Annual Meeting of Guildford Borough Council held at the Guildhall, High Street, Guildford on Wednesday 10 May 2023.

* The Mayor, Dennis Booth

* The Deputy Mayor, Councillor Masuk Miah

- | | |
|--------------------------------|---------------------------------|
| * Councillor Bilal Akhtar | * Councillor Steven Lee |
| Councillor Sallie Barker MBE | * Councillor Sandy Lowry |
| Councillor Phil Bellamy | * Councillor Richard Lucas |
| * Councillor Dawn Bennett | * Councillor Julia McShane |
| Councillor Joss Bigmore | * Councillor Richard Mills |
| * Councillor David Bilbé | * Councillor Carla Morson |
| * Councillor Honor Brooker | * Councillor Danielle Newson |
| Councillor James Brooker | * Councillor Patrick Oven |
| * Councillor Philip Brooker | * Councillor George Potter |
| * Councillor Ruth Brothwell | * Councillor Maddy Redpath |
| Councillor Yves de Contades | Councillor Merel Rehorst-Smith |
| Councillor Amanda Creese | * Councillor David Shaw |
| * Councillor Geoff Davis | Councillor Joanne Shaw |
| * Councillor Jason Fenwick | * Councillor Howard Smith |
| Councillor Matt Furniss | Councillor Katie Steel |
| * Councillor Angela Goodwin | Councillor Cait Taylor |
| * Councillor Lizzie Griffiths | Councillor Jane Tyson |
| * Councillor Gillian Harwood | * Councillor James Walsh |
| * Councillor Stephen Hives | * Councillor Fiona White |
| * Councillor Catherine Houston | * Councillor Dominique Williams |
| * Councillor Bob Hughes | * Councillor Keith Witham |
| Councillor Tom Hunt | * Councillor Sue Wyeth-Price |
| * Councillor James Jones | * Councillor Catherine Young |
| * Councillor Vanessa King | |

*Present

The following Honorary Officers of Dignity, Honorary Freeman and Honorary Aldermen were also in attendance:

The High Steward, the Earl of Onslow
 Honorary Freeman Keith Churchouse
 Honorary Freeman David Watts

Honorary Alderman Tamsy Baker
 Honorary Alderman Keith Childs
 Honorary Alderman Vas Kapsalis
 Honorary Alderman Terence Patrick
 Honorary Alderman Keith Taylor
 Honorary Alderman Jenny Wicks
 Honorary Alderman M A H M Williamson
 Honorary Recorder HH Judge Robert Fraser
 Honorary Remembrancer Mr Matthew Alexander

Before proceeding to the principal business of the meeting, the Mayor received the report of the Honorary Remembrancer for the municipal year just ending and conveyed to Mr Matthew Alexander, the Council's appreciation of his excellent and informative report.

The Mayor informed the Council that Reverend Robert Cotton, who had been Rector of Holy Trinity Church for the past 25 years and had been, during that time, Chaplain to a number of mayors of this borough, would be retiring at the end of May 2023. On behalf of the Council, the Mayor expressed the Council's thanks and good wishes to Reverend Cotton, and presented him with a small gift.

CO1 ELECTION OF MAYOR

Upon the motion of Councillor Julia McShane, seconded by Councillor Angela Goodwin, the Council unanimously

RESOLVED: That Councillor Masuk Miah be elected Mayor for the municipal year 2023-24.

Dennis Booth vacated the chair.

Having been invested with the Mayoral robes and Chain of Office, Councillor Masuk Miah made the statutory Declaration of Acceptance of Office and took the Oath of Allegiance. The Mayor then took the chair.

The Mayor asked the Council to record their appreciation of services rendered by the retiring Mayor, Dennis Booth over the past municipal year and invested him with the past Mayor's badge.

CO2 APPOINTMENT OF DEPUTY MAYOR

Although the Council, at its meeting on 8 February 2023, had approved the nomination of Councillor Nigel Manning as Deputy Mayor of the Borough for the

municipal year 2023-24, he had not been re-elected to the Council at the Borough Council elections on 4 May 2023.

Accordingly, the Council was invited to consider nominations for the appointment of the Deputy Mayor for the municipal year 2023-24.

Upon the motion of Councillor George Potter, seconded by Councillor Vanessa King, the Council

RESOLVED: That consideration of the appointment of Deputy Mayor for the Municipal Year 2023-24 be deferred to the Selection Council Meeting to be held on Wednesday 17 May 2023.

CO3 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors Sallie Barker MBE, Phil Bellamy, Joss Bigmore, James Brooker, Amanda Creese, Matt Furniss, Tom Hunt, and Joanne Shaw, and from Honorary Aldermen Catherine Cobley, Sarah Creedy, Jayne Marks, Tony Phillips and Lynda Strudwick.

CO4 DISCLOSURES OF INTEREST

There were no disclosures of interest.

CO5 MINUTES

The minutes of the extraordinary meeting of the Council held on 22 March 2023 were confirmed as a correct record. The Mayor signed the minutes.

CO6 MAYOR'S COMMUNICATIONS

(a) Civic Service – 14 May 2023

The Mayor invited councillors to accompany him to the Civic Service at Holy Trinity Church, High Street, Guildford at 11.30am on Sunday 14 May 2023.

(b) Selection Council Meeting – 17 May 2023

The Mayor also reminded councillors that there would be a meeting of the Council at 7pm on Wednesday 17 May 2023 to consider, among other things, the election of the Leader of the Council for the four-year term of the Council, and appointment of committees, and appointment of committee chairmen for the municipal year 2023-24.

(c) Honorary Recorder – His Honour Judge Robert Fraser

The Mayor informed the Council that the Honorary Recorder, His Honour Judge Robert Fraser, had indicated his wish to retire as Resident Judge at

Guildford Crown Court at the end of June. His retirement as Resident Judge meant that he would also retire as Honorary Recorder of this Borough. On behalf of the Council, the Mayor expressed the Council’s thanks and good wishes to His Honour Judge Robert Fraser, who had served with distinction as Honorary Recorder since July 2017. The Mayor presented a small gift to His Honour Judge Robert Fraser.

(d) Retirement of the Sword Bearer and Macebearer

The Mayor also announced the retirement of Sword Bearer, Joe Monaghan and Macebearer, Tony Muldoon, both of whom had been Council employees for many years, but following their retirement had continued to serve the borough in these ceremonial roles. On behalf of the Council, the Mayor expressed the Council’s thanks and appreciation for their long service.

CO7 ELECTION OF BOROUGH COUNCILLORS

The Council received the report of the Returning Officer upon the results of the Election of Borough Councillors held on Thursday 4 May 2023, for the wards of the Borough of Guildford as set out in the Appendix hereto.

CO8 MAYOR'S CHAPLAIN

The Mayor announced the appointment of Mohammed Redowan Ahmed, Imam of Guildford Central Mosque, as his Chaplain.

CO9 APPOINTMENT OF HONORARY REMEMBRANCER 2023-24

Upon the motion of the Mayor, Councillor Masuk Miah, seconded by Councillor George Potter, the Council unanimously

RESOLVED: That Mr Matthew Alexander be appointed Honorary Remembrancer for the municipal year 2023-24.

The meeting finished at 12.40 pm

Signed

Mayor

Date

GUILDFORD BOROUGH COUNCIL
ELECTION OF BOROUGH COUNCILLORS
4 MAY 2023
REPORT OF THE RETURNING OFFICER

Borough Ward	Candidates	Votes Cast
Ash South	Philip John Buckley	387
	Martin Elburn	534
	Carl Kevin Flynn	274
	David Shaw	535 Elected
	George Edward Wrycroft	244
	Sue Wyeth-Price	737 Elected
Ash Vale	Richard Charles Lucas	1070 Elected
	Nigel Manning	571
	Carla Jane Morson	1183 Elected
	Marsha Moseley	498
Ash Wharf	Philip Edward Bellamy	617 Elected
	Mick Gallagher	280
	Wendy Felicity Pritchard	379
	John Kenneth Tonks	475
	Fiona Jean White	699 Elected
	Claire Whitehouse	246
Bellfields & Slyfield	Amanda Creese	453 Elected
	Philip Matthew Simon Hooper	336
	Steve Isaacs	172
	Suleman Miah	288
	Nicholas David Strugnell	257
	Linda Christina Serena Tillett	163
	Wendy Dawn Wakeling	327
	James Lawrence Walsh	419 Elected

Borough Ward	Candidates	Votes Cast
Burpham	Ian Michael Creese	378
	Adam Stewart Heilbron	668
	Christian John Holliday	669
	Liz Hyland	465
	George Matthew Potter	1065 Elected
	Jane Tyson	839 Elected
	Alistair Charles Wilce	358
Castle	Paul Edward Canning	263
	Geoff Davis	1091 Elected
	Ciaran Pol Doron	910
	Sara Caroline Gillingham	779
	Richard Allen Mills	1128 Elected
	Joan Anne May O'Byrne	439
	Alex Perestaj De Gusmao Fiuza	964
	John Willem Edwin Redpath	1074
	Maddy Redpath	1159 Elected
	John David Rigg	909
	Philip Matthew Smith	303
	Sean Paul Sussex	325
Clandon & Horsley	Dawn Bennett	1859 Elected
	Ian Douglas Bond	651
	Ruth Brothwell	1804 Elected
	Stephen James Cullens	667
	Toni Hourahane	595
	Liam Francis O'Keefe	334
	David William Roe	360
	Wendy Anne Ross	400
	Dan Symonds	309
	Catherine Anne Young	1949 Elected
Effingham	Lulu Boder	240
	Shek Shahanoor Rahman	43
	Merel Astrid Rehorst-Smith	521 Elected

Borough Ward	Candidates	Votes Cast
Merrow	Joss Bigmore	995 Elected
	Dennis George William Booth	866
	Stuart Raymond Zane Brown	736
	Nathan Cassidy	648
	Yves De Contades	1094 Elected
	Graham Thomas Ellwood	487
	David Ian Humphries	954
	Christopher Howard Jay	815
	Katie Jane Lotte Lam	861
	Jo Shaw	1315 Elected
Normandy & Pirbright	David John Bilbé	840 Elected
	Geoff Doven	324
	Jane Rosemary Hill	80
	Ken Howard	341
	Gina Redpath	213
	Simon Schofield	282
	Keith Francis Witham	938 Elected
Onslow	Shamsul Alam	425
	Nick Bragger	273
	Lynsey Marie Brown	317
	Adrian Stuart Chandler	479
	Sam Church	36
	Adam Goktug Ekinci	391
	Angela Marie Goodwin	1272 Elected
	James Heaphy	389
	James Owen Ashton Jones	933 Elected
	Steven Lee	908 Elected
	James Albert Josef Lewis	35
	Howard Frederick Moss	395
	Hannah Mary Elizabeth Rich	289
Vlad Stoiana-Mois	193	

Borough Ward	Candidates	Votes Cast
Pilgrims	Sallie Anne Barker	749 Elected
	Toni Belcher	358
	Matt Furniss	835 Elected
	Malcolm Piers Hill	150
	Stephen Philip Mallet	234
	John Richard Price	238
	Amy Maude Rogers	196
Send & Lovelace	Basil Kais Bahrani	192
	Jordan James Baker	188
	Pete Bennett	515
	James Anthony Brooker	960 Elected
	Jason Michael Fenwick	855 Elected
	Anna Elizabeth Griffiths	473
	Duncan Stevenson McMillan	189
	Dale Margaret Miller	181
	Justin Phillip Andrew Offord	379
	Pat Oven	980 Elected
	Geraldine Lindsay Powell	506
	Alexander Stewart-Clark	425
	Rob Woof	186
Shalford	Jonathan Fremaux	476
	Catherine Susan Houston	947 Elected
	Nigel Roy Keane	333
	Peter Edmund Lockhart	182
	Ramsey Nagaty	407
	Nicholas James Watts	470
	Dominique Louise Williams	760 Elected
St Nicolas	Nikki Ackerley	250
	Marisa Roxanne Goldsborough	252
	Tom Hunt	518 Elected
	Chris Pegman	101

Borough Ward	Candidates	Votes Cast
Stoke	Brian Jeffrey Creese	431
	Sue Hackman	460
	Stephen James Hives	578 Elected
	Annelize Kidd	318
	Vanessa Louise King	629 Elected
	Harriet Jane Kittermaster	467
	Arjun Raj Lakhani	340
	Julian David Sinclair Lyon	256
	Sam Elliot Cordero Peters	516
	Cait Lucy Taylor	634 Elected
	Sam Tough	319
	Brett Eamonn Edward Vorley	290
Stuart Zissman	283	
Stoughton North	Andy Giess	284
	Shelley Grainger	252
	Lizzie Griffiths	684 Elected
	Gillian Michelle Harwood	750 Elected
	Neda Moghaddam	164
	David James Quelch	423
	Stephen Charles Rowden	336
	Bill Stokoe	162
Stoughton South	Alex Dinc	294
	George Dokimakis	407
	Andre Stewart Hester	243
	Tom Kenneth Johnston	155
	Masuk Miah	653 Elected
	John Hugh Morris	92
	Zoë Nash-Williams	190
	Anne Catherine Rouse	420
	Katie Steel	660 Elected
Tillingbourne	Paul Francis Abbey	630
	Lucy Emma Howard	294
	Bob Hughes	781 Elected
	John Edward Marsh	111
	Danielle Newson	801 Elected
	Lynette Judaea Schoen Nusbacher	667
	Jim Wynn	118

Borough Ward	Candidates	Votes Cast
Westborough	Shailja Lal	199
	Shivendra Lal	180
	Sandy Lowry	570 Elected
	Julia Maureen McShane	599 Elected
	Mike Parsons	263
	Syed Fozlul Houque Selim	290
	Howard Daniel Smith	508 Elected
	Paul Michael Spooner	249
	James Harry Alfred Steel	450
Worplesdon	Brigitte Valerie Ahier	721
	Bill Akhtar	1071 Elected
	Honor Jean Brooker	1087 Elected
	Philip Naylor Brooker	1052 Elected
	Jon Edwards	463
	John Paul Damien Hawthorne	385
	Bob McShee	855
	Marilyn Merryweather	462
	Robert Frederick Pidgeon	630
	Nick Trier	382
	Sinclair Aubrey Webster	352

PROPOSED Numerical Allocation of Seats to Political Groups on Committees 2023-24

Committee	Liberal Democrats	Conservatives	Residents for Guildford & Villages	Guildford Greenbelt Group	Labour
Total no. of seats on the Council (48)	25	10	7	3	3
% of no. of seats on the Council	52.08%	20.83%	14.58%	6.25%	6.25%
Notional number of seats on committees (Total: 85)	44	18	12	5	5
Corporate Governance & Standards Cttee (7 seats)	4	1	1	0	1
Employment Committee (3 seats)	2	1	0	0	0
Service Delivery EAB (12 seats)	6	3	2	0	1
Strategy and Resources EAB (12 seats)	6	3	2	1	0
Joint Appointments Committee (3 seats)	2	1	0	0	0
Joint Governance Committee (6 seats)	3	1	1	1	0
Licensing Committee (15 seats)	8	3	2	1	1
Overview & Scrutiny Committee (12 seats)	6	2	2	1	1
Planning Committee (15 seats)	8	3	2	1	1
Total no. of seats on committees	45	18	12	5	5

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**NOMINATIONS FOR
APPOINTMENTS TO COMMITTEES AND OTHER APPOINTMENTS: 2023-24**

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(4)	(1)	(1)	(0)	(1)
CORPORATE GOVERNANCE & STANDARDS COMMITTEE (Up to THREE substitutes per group)	7	Cllr Phil Bellamy (C) Cllr James Jones Cllr George Potter Cllr Merel Rehorst-Smith <u>Substitutes:</u> Cllr Vanessa King Cllr Katie Steel	Cllr Bob Hughes (C) <u>Substitutes:</u> Cllr Bilal Akatar Cllr Honor Brooker Cllr Richard Mills	Cllr Joss Bigmore (C) <u>Substitutes:</u> Cllr Ruth Brothwell		Cllr James Walsh <u>Substitutes:</u> Cllr Amanda Creese Cllr Howard Smith

(C) Nominee for Chairman

(VC) Nominee for Vice-Chairman

NB: Restrictions on membership of this Committee:

- Only one member of the Executive may be appointed (except the Executive member whose portfolio includes finance and resources)
- Neither the Leader of the Council nor the Deputy Leader of the Council may be a member (or substitute member) of this Committee

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(2)	(1)	(0)	(0)	(0)
EMPLOYMENT COMMITTEE (Up to FOUR substitutes per group)	3	Cllr Julia McShane (C) Cllr Katie Steel <u>Substitutes:</u> Cllr Angela Goodwin Cllr James Jones Cllr George Potter Cllr Cait Taylor	Cllr Philip Brooker <u>Substitutes</u> Cllr Bilal Akhtar Cllr Sallie Barker MBE Cllr Bob Hughes Cllr Keith Witham			

(C) Nominee for Chairman

(VC) Nominee for Vice-Chairman

NB: Restrictions on membership of this Committee:

- At least one member of this committee must be an Executive member

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(6)	(3)	(2)	(0)	(1)
SERVICE DELIVERY EXECUTIVE ADVISORY BOARD (Up to SEVEN substitutes per group)	12	Cllr Gillian Harwood Cllr Steven Lee Cllr Sandy Lowry Cllr Joanne Shaw Cllr Katie Steel (C) Cllr Cait Taylor <u>Substitutes</u> Cllr Lizzie Griffiths Cllr Steve Hives Cllr James Jones Cllr Masuk Miah Cllr Danielle Newson Cllr Jane Tyson Cllr Dominique Williams	Cllr Sallie Barker MBE Cllr David Bilbé Cllr Honor Brooker <u>Substitutes:</u> Cllr Bilal Akhtar Cllr Philip Brooker Cllr Geoff Davis Cllr Matt Furniss Cllr Bob Hughes Cllr Richard Mills Cllr Keith Witham	Cllr Dawn Bennett Cllr David Shaw <u>Substitutes:</u> Cllr Ruth Brothwell Cllr Catherine Young		Cllr Amanda Creese <u>Substitutes:</u> Cllr Howard Smith Cllr James Walsh

(C) Nominee for Chairman

(VC) Nominee for Vice-Chairman

NB: Restrictions on membership of this Committee:

- No Executive members may be appointed to the Executive Advisory Boards

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(6)	(3)	(2)	(1)	(0)
STRATEGY & RESOURCES EXECUTIVE ADVISORY BOARD (Up to SEVEN substitutes per group)	12	Cllr Phil Bellamy Cllr Yves de Contades Cllr Steve Hives Cllr Vanessa King Cllr Joanne Shaw Cllr Jane Tyson <u>Substitutes:</u> Cllr Lizzie Griffiths Cllr Gillian Harwood Cllr James Jones Cllr Steven Lee Cllr Katie Steel Cllr Cait Taylor Cllr Dominique Williams	Cllr Geoff Davis Cllr Matt Furniss Cllr Richard Mills (C) <u>Substitutes:</u> Cllr Bilal Akhtar Cllr Sallie Barker MBE Cllr David Bilbé Cllr Honor Brooker Cllr Philip Brooker Cllr Bob Hughes Cllr Keith Witham	Cllr Ruth Brothwell (C) Cllr Catherine Young <u>Substitutes:</u> Cllr Dawn Bennett Cllr David Shaw	Cllr James Brooker <u>Substitutes:</u> Cllr Jason Fenwick Cllr Patrick Oven	

(C) Nominee for Chairman

(VC) Nominee for Vice-Chairman

NB: Restrictions on membership of this Committee:

- No Executive members may be appointed to the Executive Advisory Boards

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(2)	(1)	(0)	(0)	(0)
JOINT APPOINTMENTS COMMITTEE (with Waverley Borough Council)	3	Cllr Julia McShane Cllr Fiona White <u>Substitutes</u> Cllr Richard Lucas Cllr Danielle Newson	Cllr Philip Brooker			

The Joint Appointments Committee comprises the respective Leaders of both councils, plus two members appointed by Guildford Borough Council and two members appointed by Waverley Borough Council.

Guildford Borough Council may appoint two substitute members

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(3)	(1)	(1)	(1)	(0)
JOINT GOVERNANCE COMMITTEE (with Waverley Borough Council)	6	Cllr Julia McShane Cllr Danielle Newson Cllr Merel Rehorst-Smith	Cllr Philip Brooker	Cllr Joss Bigmore	Cllr James Fenwick	

The Joint Governance Committee shall comprise the respective Leaders of both councils, plus five members appointed by Guildford Borough Council and five members appointed by Waverley Borough Council. Any appointed member of the Joint Governance Committee may be substituted by any other member of their political group on the Council they represent.

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(8)	(3)	(2)	(1)	(1)
LICENSING COMMITTEE NB. No substitute members may be appointed to this Committee	15	Cllr Gillian Harwood Cllr Catherine Houston Cllr Tom Hunt Cllr Sandy Lowry Cllr Masuk Miah Cllr Katie Steel Cllr Jane Tyson Cllr Dominique Williams	Cllr Bilal Akhtar Cllr Bob Hughes Cllr Keith Witham (C)	Cllr David Shaw Cllr Catherine Young (C)	Cllr Patrick Oven	Cllr Amanda Creese

(C) Nominee for Chairman

(VC) Nominee for Vice-Chairman

	No. of Chairmen	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(3)	(1)	(1)	(1)	(1)
Nominations for appointment of Designated Licensing Sub-Committee Chairmen* (must be members of the Licensing Committee)	7	Cllr Gillian Harwood Cllr Masuk Miah Cllr Katie Steel	Cllr Keith Witham	Cllr Catherine Young	Cllr Patrick Oven	Cllr Amanda Creese

*for Licensing Sub-Committee and Licensing Regulatory Sub-Committee

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(6)	(2)	(2)	(1)	(1)
OVERVIEW AND SCRUTINY COMMITTEE (No limit on number of substitutes) This means that all non-Executive members who have not been appointed to this Committee may substitute for any member of the Committee from the same political group	12	Cllr Lizzie Griffiths Cllr Gillian Harwood Cllr Steven Lee Cllr Merel Rehorst-Smith Cllr Katie Steel Cllr Dominique Williams	Cllr Honor Brooker Cllr Matt Furniss (C)	Cllr Maddy Redpath Cllr Sue Wyeth-Price	Cllr James Fenwick	Cllr James Walsh (C)

(C) Nominee for Chairman

(VC) Nominee for Vice-Chairman

NB: Restrictions on membership of this Committee:

- No Executive members may be appointed to the Overview and Scrutiny Committee

COMMITTEE	No. of Members	Liberal Democrats	Conservatives	Residents for Guildford and Villages	Guildford Greenbelt Group	Labour
		(8)	(3)	(2)	(1)	(1)
PLANNING COMMITTEE (Up to FIVE substitutes per group)	15	Cllr Lizzie Griffiths Cllr Steve Hives Cllr James Jones Cllr Vanessa King Cllr George Potter Cllr Joanne Shaw Cllr Cait Taylor Cllr Fiona White (C) <u>Substitutes:</u> Cllr Phil Bellamy Cllr Catherine Houston Cllr Richard Lucas Cllr Merel Rehorst-Smith Cllr Jane Tyson	Cllr Bilal Akhter Cllr David Bilbé Cllr Richard Mills <u>Substitutes:</u> Cllr Sallie Barker MBE Cllr Philip Brooker Cllr Matt Furniss Cllr Bob Hughes Cllr Keith Witham	Cllr Maddy Redpath Cllr Sue Wyeth-Price <u>Substitutes:</u> Cllr Joss Bigmore Cllr Ruth Brothwell Cllr Catherine Young	Cllr Patrick Oven <u>Substitutes:</u> Cllr James Brooker Cllr James Fenwick	Cllr Howard Smith <u>Substitute:</u> Cllr Amanda Creese Cllr James Walsh

(C) Nominee for Chairman

(VC) Nominee for Vice-Chairman

OTHER APPOINTMENTS

Appointment of the Council's representative on the Surrey Police and Crime Panel for the four year term 2023-2027

Nominations are invited for one appointee (see paragraph 8 of the Council report)

Nominations received:

Cllr David Bilbé

Cllr Danielle Newson

Appointment of the three Councillor Champion roles

Nominations are invited for each of the following three Councillor Champion roles (see paragraph 10 of the Council report):

- Armed Forces Champion
- Historic Environment and Design Champion
- Older Persons' Champion

NB. Each Champion normally has an appointed deputy.

Nominations received:

Champion:	Nominees:
Armed Forces Champion	Cllr Sallie Barker MBE Cllr Steve Hives
Historic Environment and Design Champion	Cllr Richard Mills Cllr Howard Smith
Older Persons' Champion	Cllr Honor Brooker

SUPPLEMENTARY AGENDA ITEM

Report to Council

Ward(s) affected: n/a

Report of Joint Strategic Director (Transformation and Governance)

Author: John Armstrong, Democratic Services and Elections Manager

Tel: 01483 444102

Email: john.armstrong@guildford.gov.uk

Date: 17 May 2023

Appointment of Honorary Freeman

Recommendation to Council:

To consider the nomination of former councillor David Goodwin for appointment as an Honorary Freeman and, if so minded, to agree to convene a special meeting of the Council on Thursday 1 June 2023 at 7pm at the Guildhall for the purpose of conferring upon him the title of Honorary Freeman.

Reason for recommendation:

To recognise formally David Goodwin's eminent and distinguished service to the Borough of Guildford.

Is the report (or part of it) exempt from publication? No

1. Background

1.1 Under the provisions of Section 249 of the Local Government Act 1972, the Council may, by resolutions passed by not less than two-thirds of the councillors voting thereon at a meeting specially convened for the purpose admit to be Honorary Freeman of the Borough persons of distinction and persons who have, in the opinion of the Council, rendered eminent service to the Borough.

- 1.2 The Council, at its meeting on 10 April 2014, adopted a “*Protocol on the appointment, role, status, rights and obligations of Honorary Freemen and Honorary Aldermen*”. The Protocol was subsequently reviewed and amended by the Council on 5 October 2021. The procedures set out in this report comply fully with the amended Protocol.

2. Honorary Freemen of the Borough

- 2.1 Since the 1974 re-organisation of local government, the Council has bestowed the office of Honorary Freeman upon the following persons:

- The Right Honourable the Lord Nugent of Guildford (12 June 1985)
- Mr Bill Bellerby MBE (25 March 1995)
- Mrs Doreen Bellerby MBE (25 March 1995)
- Mr David Watts (1 October 2003)
- Mr Andrew Hodges (22 November 2011)
- Mrs Jennifer Powell (3 November 2015)
- Mr Keith Churchouse (1 December 2022)

- 2.2 In addition, the Council bestowed the freedom the Borough on the former Women’s Royal Army Corps in 1988, and the Army Training Centre (Pirbright) in 2017.

- 2.3 Under the adopted Protocol (as amended), a person shall be deemed eligible for appointment as an honorary freeman provided that they meet all of the following requirements:

“The person shall:

- be a person of distinction
- have given eminent service to the borough during that period.

“Eminent service” in this context includes but is not limited to any of the following:

- public service (including past distinguished service as a councillor or officer of the Council)

- artistic and/or cultural endeavours
 - business, economic growth and prosperity
 - charitable work
 - improvement to the built and natural environment
 - political activities
 - religious and spiritual life
 - sporting activities
- have a strong and continuing connection with and commitment to the borough of Guildford, or have made a major contribution to national life and in doing so have enhanced the reputation of the borough.”

3. Nomination received for appointment of Honorary Freeman

- 3.1 In accordance with the Council’s adopted Protocol, Councillor Fiona White has proposed, and Councillor Julia McShane seconded, the nomination of former councillor David Goodwin for appointment as an Honorary Freeman of the Borough, in the light of his eminent and distinguished service to the Borough, full details of which are set out in the nomination attached as **Appendix 1**.
- 3.2 Mr Goodwin has indicated that he would be delighted to accept the appointment. Mr Goodwin stood down as a borough councillor at the May 2023 Borough Council elections due to his ongoing serious health issues.

4. Financial Implications

- 4.1 There will be a need to purchase a Scroll of Freedom, which will cost in the region of £450. This, together with the cost of providing a finger buffet/drinks reception for guests following the special meeting in honour of the new Honorary Freeman, would cost in total approximately £2,500. The cost can be met from the Civic Support budget.
- 4.2 The incidental costs of staging a special meeting of the Council at the Guildhall can be met from within existing budgets.

5. Legal Implications

- 5.1 As stated above, in order to confer the title of Honorary Freeman on anyone, the Local Government Act 1972 requires the Council to adopt a resolution passed by not less than two-thirds of the councillors voting thereon at a meeting specially convened for the purpose.
- 5.2 Under the amended Protocol, any nomination received for appointment as Honorary Freeman shall provide evidence that the person nominated:
- (i) meets the eligibility requirements referred to in paragraph 2.3 above, and
 - (ii) will accept the appointment

Mr. Goodwin has indicated that he would be delighted to have the title of Honorary Freeman of the Borough conferred upon him.

6. Human Resource Implications

- 6.1 There are no human resource implications

7. Background papers

Protocol on the appointment, role, status, rights and obligations of Honorary Freeman and Honorary Aldermen (approved by Council on 10 April 2014 and as amended by Council on 5 October 2021)

8. Appendices

Appendix 1: Nomination for appointment of Honorary Freeman of the Borough

Appointment of Honorary Freeman

Nomination

We wish to nominate former councillor David John Goodwin as an Honorary Freeman of the Borough. We consider that he meets the criteria because of his long service to the borough and the people of Guildford which is evidenced by his service as a borough councillor for a total of 24 years (i.e. 6 consecutive council terms). He was a councillor for the former Friary & St Nicolas Ward for the first 16 years and then represented Onslow Ward for the following 8 years.

He was a member of the Licensing Committee for the whole 24-year period and chaired that Committee for the last 4 years. He was also a designated Licensing Sub-Committee chairman from 2007 to 2023. He served as a member of the Planning Committee for 17 years, and was a member of the Guildford Joint Committee (formerly the Guildford Local Committee) until the summer of 2022 when he was its Vice-Chairman.

David also served a year on the Council's Executive in 2019-20 as the Lead Councillor for Waste, Licensing, and Parking.

In addition to his service as a borough councillor, David was the County Councillor at Surrey for a period of 16 years. His division covered the area comprising the former Friary & St Nicolas and Onslow Wards. As their county councillor, David worked with the Wodeland Action Group for 10 years before Surrey County Council and the police agreed to introduce one of the first 20mph zones in Guildford Town, adding to the safety of local residents.

Outside the formal council setting, David was the borough council's representative at Hillier House (an almshouse for ladies of a certain age) for 20 years and then continued as a Trustee of the charity in a personal capacity.

From 2000, David was also a member of the Taxi Advisory Group for 13 years and a member of the Town Centre Licensing Forum for 7 years. He was also a governor of St Nicolas Infants School for four years. David was also one of the Council's representatives on the Guildford/Freiburg Association for a total of 11 years.

We believe that his service to the borough and community makes him a person of distinction who has given eminent service to the borough for a substantial period who has had and still has a strong and continuing connection with the borough of Guildford.

We confirm that David will be willing to accept the Nomination if it is agreed by the Council.

Councillor Fiona White (proposer)
Councillor Julia McShane (seconder)