

To: All Members of the Council

Fiona Cameron, Interim Democratic Services  
Manager

**Legal & Democratic Services**

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Date: 10 February 2023

Dear Councillor

**EXTRAORDINARY COUNCIL MEETING - TUESDAY, 21 FEBRUARY 2023**

An EXTRAORDINARY MEETING of the WAVERLEY BOROUGH COUNCIL will be held in the COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS, GODALMING on **TUESDAY, 21 FEBRUARY 2023** at **6.00 pm** and you are hereby summoned to attend this meeting.

The Agenda for the Meeting is set out below.

Yours sincerely

**Stephen Rix,**  
**Executive Head of Legal & Democratic Services (Interim) & Monitoring Officer**

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**[www.waverley.gov.uk/committees](http://www.waverley.gov.uk/committees)**

## **AGENDA**

### 1. **APOLOGIES FOR ABSENCE**

The Mayor to report apologies for absence.

### 2. **DECLARATIONS OF INTEREST**

To receive from Members, declarations of interest in relation to any items included on the agenda for this meeting in accordance with the Waverley Code of Local Government Conduct.

### 3. **CHANGE OF BOROUGH WARD NAME - MILFORD & WITLEY WARD TO WITLEY & MILFORD WARD** (Pages 3 - 6)

The purpose of this report is to seek approval to change the name of the Milford & Witley borough ward to Witley & Milford. This was a recommendation in the Community Governance review (CGR) which was agreed at Council on 19 July 2022.

In accordance with the legislative requirements, consent was sought and has now been granted from the Local Government Boundary Commission for England (LGBCE) to make the change to the name of the ward. There is a requirement for an extraordinary Council meeting to formally determine the name change.

#### **Recommendation**

**Council is recommended change the name of the Borough ward of Milford & Witley to Witley & Milford.**

**WAVERLEY BOROUGH COUNCIL**

**COUNCIL**

**21 FEBRUARY 2023**

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**Title:**

**Change of Borough ward name of  
Milford & Witley ward to Witley & Milford ward**

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**Portfolio Holder:** Cllr Paul Follows, Leader of the Council

**Head of Service:** Stephen Rix, Interim Head of Legal and Democratic Services

**Key decision:** No

**Access:** Public

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**1. Purpose and summary**

The purpose of this report is to seek approval to change the name of the Milford & Witley borough ward to Witley & Milford. This was a recommendation in the Community Governance review (CGR) which was agreed at Council on 19 July 2022.

In accordance with the legislative requirements, consent was sought and has now been granted from the Local Government Boundary Commission for England (LGBCE) to make the change to the name of the ward. There is a requirement for an extraordinary Council meeting to formally determine the name change.

**2. Recommendation**

Council is recommended change the name of the Borough ward of Milford & Witley to Witley & Milford.

**3. Reason for the recommendation**

3.1 To ensure compliance with the statutory process.

**4. Background**

4.1 Under Section 29 of the Local Government & Housing Act 2007, a local authority may change the name of any of its electoral areas. If the area's name is protected, the LGBCE must first agree to the proposed change.

The name of electoral area is protected if:

- a) the name was given to the electoral area by or in pursuance of and order under section 17 of the Local Government Act 1992 or section 14 of the Local Government and Rating Act 1997, and
  - b) that order was made during the period of five years ending with the day on which a resolution to change the name is to be passed.
- 4.2 As the Council's ward names were subject to the Electoral Review in 2022, the names of the wards are protected and consent must be granted from the LGBCE prior to the resolution being passed.
- 4.3 At Council on 9 July the recommendations for the CGR were agreed. One of the recommendations was to change the name of Witley Parish Council to Witley & Milford Parish Council following a request from the parish council to better reflect its area. It was also agreed that the Council would request consent from the LGBCE to change the name of the Milford & Witley borough ward to Witley & Milford to ensure consistency with the borough ward and parish names.
- 4.2 On 5 December, the LGBCE wrote to the Council confirming consent to change the borough ward name to Witley & Milford was granted.
- 4.3 The ward name may now be changed by resolution of the Council. The legislation states that the resolution to change the name of an electoral area must be passed at a meeting which is specially convened for the purpose of deciding the resolution with notice of the object and by a majority of at least two thirds of the meeting.
- 4.4 The change of name does not take effect until the LGBCE has been given notice of the change. As soon as practicable after a resolution is passed, the local authority must give notice of the change of name to all of the following:
- (a) The Local Government Boundary Commission
  - (b) The Boundary Commission for England
  - (c) The Office of National Statistics
  - (d) The Director General of the Ordnance Survey
  - (e) The county council within whose area the electoral area lies.

## **5. Relationship to the Corporate Strategy and Service Plan**

- 5.1 The proposal supports the Council's strategic priority of local, open and participative governance.

## **6. Implications of decision**

- 6.1 Resource (finance, procurement, staffing, IT)**  
There are no financial implications for this change.

## **6.2 Risk management**

There are no direct risk management implications arising from this report.

### **6.3 Legal**

The legal requirements for the changing of a ward name are contained within the report.

### **6.4 Equality, diversity and inclusion**

There are no direct equality, diversity or inclusion implications in this report.

### **6.5 Climate emergency declaration**

There are no direct climate emergency impacts arising from this report.

## **7. Consultation and engagement**

7.1 The local authority must not pass the resolution to change the name of a ward unless it has taken reasonable steps to consult such persons as it considers appropriate on the proposed name.

7.2 The name change was included in the second stage of consultation during the CGR. Consultees and members of the public were invited to comment on the proposed name change and no objections were received.

## **8. Other options considered**

8.1 None for the purposes of this report.

## **9. Governance journey**

9.1 Council on 21 February 2023.

## **Annexes:**

None

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## **Background Papers**

There are no background papers, as defined by Section 100D(5) of the Local Government Act 1972).

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## **CONTACT OFFICER:**

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Position: Electoral Services Manager  
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Agreed and signed off by:

Legal Services: 10/2/23

Head of Finance: 10/2/23

Strategic Director:

Portfolio Holder:

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