

EXECUTIVE

TUESDAY, 5TH JANUARY, 2021

SUPPLEMEMNTARY INFORMATION SHEET

Agenda No Item

9. **Supplementary Information Sheet (Pages 1 - 8)**

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EXECUTIVE

5 JANUARY 2021

SUPPLEMENTARY INFORMATION

Procedure for the discharge of business at this meeting

The Leader of the Council, as chairman of the Executive, welcomes the attendance of members of the public and non-Executive councillors at this meeting of the Executive.

The procedure for dealing with each item of business shall be as follows:

1. Lead Councillor to introduce report on the matter
2. Non-Executive councillors invited to ask a question or comment, for which they will have a maximum of **five** minutes each
3. Lead councillor to respond to comments and questions
4. Executive debates the matter
5. Chairman to invite Executive to make decision on the matter

AGENDA ITEM 5: STRATEGIC PROPERTY ACQUISITION PROCEDURE AND REQUEST FOR TRANSFER OF FUNDS (Pages 15 - 26)

Lead Councillor: Councillor Tim Anderson, Lead Councillor for Resources

Lead Officer: Melissa Bromham, Interim Head of Asset Management

Correction:

In the Strategic Property Acquisition Procedure (Appendix 1), the affordability criterion in the table on page 24 of the agenda should read as follows:

Criteria	Weighting Factor	Score of 4	Score of 3	Score of 2	Score of 1	Score of 0
Affordability	10	Revenue implications equate to net income equivalent to a 2% or more decrease in Band D council tax	Revenue implication equates to net income equivalent to a decrease in Band D council tax of up to 2%	Revenue implication equates to a net nil impact on Band D Council Tax	Revenue implication equates to net cost equivalent to an increase in Band D Council tax of up to 2%	Revenue implication equates to net cost equivalent to an increase in Band D Council tax of more than 2%

Paragraph (1) of the recommendation should therefore be amended to read as follows:

- (1) That a new procedure for the Council to follow when considering and, where appropriate, approving the acquisition of strategic and/or operational property assets, as set out in Appendix 1 to this report, be adopted, *subject to the amendment to the 'Affordability' criterion set out in the Supplementary Information Sheet.*

AGENDA ITEM 6: REVIEW OF EXECUTIVE WORKING GROUPS (Pages 27 - 82)

Lead Councillor: Councillor Joss Bigmore, Lead Councillor for Governance

Lead Officer: John Armstrong, Democratic Services & Elections Manager

Please see the table in the Appendix to this Supplementary Information Sheet, which provides an update on each of the working groups.

The Executive is invited to consider the following recommendations:

(1) That the working groups listed below continue with their work:

- Arts Development Strategy & Public Art Strategy Board
- Aspire Health and Wellbeing Board
- Climate Change Board
- Electric Theatre Monitoring Group
- Future Guildford Board
- Guildford Community Covenant Panel
- Housing Delivery Board
- Innovation Board
- Local Plan Panel
- Major Projects Portfolio Board
- Museum Working Group
- Play Development Strategy & Fixed Play Equipment Group
- Property Review Group
- Sports Development Strategy Group
- Town Twinning Working Group
- Weyside Urban Village Development Governance Board

(2) That no changes be made to the terms of reference of the working groups referred to in paragraph (1) above, with the exception of the Museum Working Group whose terms of reference are now as follows:

1. To guide the future direction of the Museum service.
2. To consider the future of the Council's art collection in order to inform decisions around its future management and display.
3. To report directly to the Executive in respect of 1. and 2. above.

(3) That the current membership of each of the working groups referred to in paragraph (1) be confirmed for the remainder of the 2020-21 municipal year and for the 2021-22 municipal year, including the appointment of Councillor Angela Gunning as one of the local ward members on the Weyside Urban Village Development Governance Board, and subject to any changes requested by the political groups, which shall be referred to the Leader of the Council to approve.

(4) That political group leaders be requested to submit nominations for consideration by the Leader of the Council in respect of the vacancies on the Electric Theatre Monitoring Group and the Guildford Community Covenant Panel.

(5) That the proposed Planning Committee Review Working Group and the Electoral Review Working Group be established in accordance with their respective terms of reference and composition, as set out in the report submitted to the Executive, and that the councillors nominated from the political groups be appointed for the remainder of the 2020-21 municipal year and for the 2021-22 municipal year.

(6) That Councillor Tony Rooth be appointed as chairman of the Electoral Review Working Group.

**AGENDA ITEM 7: SURREY LEADERS' GROUP: NOMINATION TO SURREY & BORDERS
PARTNERSHIP NHS FOUNDATION TRUST (Pages 83 - 104)**

Lead Councillor: Councillor Joss Bigmore, Lead Councillor for Governance

Lead Officer: John Armstrong, Democratic Services & Elections Manager

No nominations have been received.

Current Working Groups

Working Group to continue operating with current terms of reference	Current no. of cllrs on group	Current cllrs on group	Service Delivery EAB Recommendation	Proposed changes to group (including membership)
Arts Development Strategy & Public Art Strategy Board	6	Cllr James Steel (C) Cllr Joss Bigmore Cllr Angela Gunning Cllr Susan Parker Cllr Caroline Reeves Cllr Paul Spooner	Once the Board resumes operation following the completion of Phase B of Future Guildford and an improvement in the Coronavirus pandemic situation, the opportunity be taken to review the Board membership with a view to accommodating the involvement of non-Executive members.	Cllr Bigmore and Reeves to stand down from group
Aspire Health and Wellbeing Board	6	Cllr Julia McShane (C) Cllr Angela Goodwin Cllr Ann McShee Cllr Pauline Searle Cllr Deborah Seabrook Cllr Fiona White	Relevant information be fed from the Surrey County Council Health and Wellbeing Board to the Aspire Health and Wellbeing Board to facilitate information sharing and joined up working.	
Climate Change Board		Cllr Jan Harwood (C) Cllr Diana Jones Cllr Caroline Reeves Cllr Deborah Seabrook Cllr Paul Spooner Cllr Catherine Young	None	
Electric Theatre Monitoring Group	4	Cllr James Steel (C) Cllr Dennis Booth Cllr Caroline Reeves Vacancy	Once the Monitoring Group resumes operation following the completion of Phase B of Future Guildford and an improvement in the Coronavirus pandemic situation, the opportunity be taken to review the Group membership with a view to accommodating the involvement of non-Executive members.	
Future Guildford	6	Cllr Joss	None	

Working Group to continue operating with current terms of reference	Current no. of cllrs on group	Current cllrs on group	Service Delivery EAB Recommendation	Proposed changes to group (including membership)
Board		Bigmore Cllr Caroline Reeves Cllr Colin Cross Cllr Gordon Jackson Cllr Nigel Manning Cllr Fiona White		
Guildford Community Covenant Panel	6	Cllr Tom Hunt (C) Cllr Dennis Booth Cllr Gordon Jackson Cllr John Rigg 2 x vacancies	None	
Housing Delivery Board	5	Cllr Jan Harwood (C) Cllr Graham Eyre Cllr Angela Gunning Cllr Ramsey Nagaty Cllr Tony Rooth	None	
Innovation Board	4	Cllr Gordon Jackson (C) Cllr Jan Harwood Cllr John Redpath Cllr Caroline Reeves	None	
Local Plan Panel	7	Cllr Jan Harwood (C) Cllr Joss Bigmore Cllr Angela Gunning Cllr Nigel Manning Cllr Caroline Reeves Cllr Paul Spooner	None	

Working Group to continue operating with current terms of reference	Current no. of cllrs on group	Current cllrs on group	Service Delivery EAB Recommendation	Proposed changes to group (including membership)
		Cllr Catherine Young		
Major Projects Portfolio Board	8	Cllr John Rigg (C) Cllr Tim Anderson Cllr Joss Bigmore Cllr Chris Blow Cllr Jan Harwood Cllr Ramsey Nagaty Cllr Caroline Reeves Cllr Paul Spooner	The Major Projects Portfolio Board should resume regular meetings with the existing membership to consider related current issues.	
Museum Working Group	10	Cllr John Redpath (C) Cllr Joss Bigmore Cllr Ruth Brothwell Cllr Colin Cross Cllr Angela Gunning Cllr Gordon Jackson Cllr Caroline Reeves Cllr Pauline Searle Cllr James Steel Cllr Catherine Young	The MWG should be retained to guide the future direction of the Museum service and consideration be given to its future membership, including co-optee(s), to utilise the existing knowledge base and experience of members. The MWG should cease reporting to the Major Projects Portfolio Board as it no longer constitutes a major project. The Council's art collection be considered initially by the MWG to inform decisions around its future management and display.	Change terms of reference to: “(a) To guide the future direction of the Museum service. (b) To consider the future of the Council's art collection in order to inform decisions around its future management and display. (c) To report directly to the Executive in respect of (a) and (b) above.” Cllr Bigmore to stand down from group
Play Development Strategy & Fixed Play Equipment Group	4	Cllr Julia McShane (C) Cllr Dennis Booth Cllr Jo Randall Cllr James Steel	Owing to the success of work stemming from the Play Development Strategy and Fixed Play Equipment Group, it should continue to operate.	
Property Review Group	4	Cllr Tim Anderson (C) Cllr Nigel Manning Cllr Caroline Reeves Cllr John Rigg	None	

Working Group to continue operating with current terms of reference	Current no. of cllrs on group	Current cllrs on group	Service Delivery EAB Recommendation	Proposed changes to group (including membership)
Sports Development Strategy Group	4	Cllr James Steel (C) Cllr Joss Bigmore Cllr Ramsey Nagaty Cllr Jo Randall	The membership of the Sports Development Strategy Group be reviewed, and increased if considered necessary	Cllr Bigmore to stand down from group
Town Twinning Working Group	7	Cllr Joss Bigmore (C) Cllr Angela Gunning Cllr Gordon Jackson Cllr Ramsey Nagaty Cllr John Redpath Cllr Caroline Reeves Cllr Pauline Searle	Once the Working Group resumes operation following the completion of Phase B of Future Guildford and an improvement in the Coronavirus pandemic situation, the opportunity be taken to review the Working Group membership with a view to accommodating the involvement of non-Executive members.	Cllr Reeves to stand down from group
Weyside Urban Village Development Governance Board	4	Cllr John Rigg (C) Cllr Caroline Reeves Cllr Joss Bigmore Cllr Jan Harwood	The membership of the Board be reviewed and expanded to include cross-party representation and non-Executive members.	Include one of the local ward councillors on the Board (Cllr Gunning)

Proposed new working groups

Working Group	Terms of Reference	EAB Recommendation	Proposed composition of working group
Planning Committee Review Working Group	To consider the LGA Planning Committee Peer Review recommendations and other improvement needs, and make recommendations as appropriate to the Executive, Planning Committee, and full Council.	A Planning Committee Review Working Group be constituted along the lines set out in the report to consider and take forward the recommendations of the recent LGA Planning Committee Peer Review.	<p>The working group shall comprise of eight councillors as follows:</p> <p>Two representatives from each of the R4GV and Liberal Democrat Groups and one representative from each of the other political groups (to be nominated by respective Group Leaders).</p> <p>The working group to be chaired by a suitably qualified and</p>

Working Group	Terms of Reference	EAB Recommendation	Proposed composition of working group
			<p>experienced independent person.</p> <p><u>Nominees:</u> Cllr Angela Gunning Cllr Marsha Moseley Cllr Susan Parker Cllr Caroline Reeves Cllr Fiona White</p>
Electoral Review Working Group	<p><u>Scope:</u> To progress the review of warding arrangements being undertaken by the Local Government Boundary Commission for England (LGBCE) scheduled to begin in January 2021.</p> <p><u>Functions</u> To develop options, review any representations made, and make recommendations to Council using the guidance issued by the LGBCE, relating to proposals for the future warding of Guildford borough, including the names, number and boundaries of wards, and the number of councillors to be elected to each, and which attempt as far as possible to:</p> <ul style="list-style-type: none"> (a) achieve equality of representation in each ward; (b) establish electoral arrangements which avoid splitting local ties and where boundaries are easily identifiable; and (c) deliver effective and convenient local government 	<p>An Electoral Review Working Group be established and all councillors be invited to submit expressions of interest to join it with a view to securing a membership mix to reflect differing experience levels and to balance political group and urban and rural ward representation.</p> <p>The Working Group should elect its chairman when its composition is finalised.</p>	<p>The Working Group will be cross party and comprise one councillor from each political group on the Council, each of whom shall be nominated by their respective group.</p> <p>The Executive will appoint a Chairman for the Working Group.</p> <p><u>Nominees:</u> Cllr Angela Gunning Cllr Liz Hogger Cllr Nigel Manning Cllr Ramsey Nagaty Cllr Tony Rooth</p>