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Contact: Andrea Carr
Committee Services
01483 444058

2 October 2020

Dear Councillor

Your attendance is requested at a remote meeting of the **PLACE-MAKING AND INNOVATION EXECUTIVE ADVISORY BOARD** to be held on **MONDAY 12 OCTOBER 2020 at 7:00 pm**. The meeting can be accessed remotely via Microsoft Teams in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

If for any reason Councillors lose their wi-fi connectivity to the meeting and are unable to re-join using the link in the Outlook calendar invitation, please re-join using the telephone number 020 3855 4748. You will be prompted to input a conference ID: 879 493 430#

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE EXECUTIVE ADVISORY BOARD

Chairman: Councillor Angela Gunning
Vice-Chairman: Councillor Gordon Jackson

Councillor Jon Askew	Councillor Steven Lee
Councillor Christopher Barrass	Councillor Masuk Miah
Councillor Ruth Brothwell	Councillor Maddy Redpath
Councillor Graham Eyre	Councillor Will Salmon
Councillor Diana Jones	Councillor Catherine Young

Authorised Substitute Members:

Councillor Paul Abbey	Councillor Ann McShee
Councillor David Bilbé	Councillor Bob McShee
Councillor Richard Billington	Councillor Ramsey Nagaty
Councillor Chris Blow	Councillor Susan Parker
Councillor Dennis Booth	Councillor George Potter
Councillor Colin Cross	Councillor Tony Rooth
Councillor Angela Goodwin	Councillor Pauline Searle
Councillor Gillian Harwood	Councillor Paul Spooner
Councillor Liz Hogger	Councillor James Walsh
Councillor Tom Hunt	Councillor Fiona White

QUORUM: 4



WEBCASTING NOTICE

This meeting will be recorded for live and/or 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.

Please contact us to request this document in an alternative format

THE COUNCIL'S STRATEGIC FRAMEWORK

Vision – for the borough

For Guildford to be a town and rural borough that is the most desirable place to live, work and visit in South East England. A centre for education, healthcare, innovative cutting-edge businesses, high quality retail and wellbeing. A county town set in a vibrant rural environment, which balances the needs of urban and rural communities alike. Known for our outstanding urban planning and design, and with infrastructure that will properly cope with our needs.

Three fundamental themes and nine strategic priorities that support our vision:

- | | |
|---------------------|--|
| Place-making | Delivering the Guildford Borough Local Plan and providing the range of housing that people need, particularly affordable homes |
| | Making travel in Guildford and across the borough easier |
| | Regenerating and improving Guildford town centre and other urban areas |
| Community | Supporting older, more vulnerable and less advantaged people in our community |
| | Protecting our environment |
| | Enhancing sporting, cultural, community, and recreational facilities |
| Innovation | Encouraging sustainable and proportionate economic growth to help provide the prosperity and employment that people need |
| | Creating smart places infrastructure across Guildford |
| | Using innovation, technology and new ways of working to improve value for money and efficiency in Council services |

Values for our residents

- We will strive to be the best Council.
- We will deliver quality and value for money services.
- We will help the vulnerable members of our community.
- We will be open and accountable.
- We will deliver improvements and enable change across the borough.

“The information contained in the items on this agenda has been allowed into the public arena in a spirit of openness and transparency to gain broad input at an early stage. Some of the ideas and proposals placed before this Executive Advisory Board may be at the very earliest stage of consideration by the democratic decision-making processes of the Council and should not be considered, or commented on, as if they already represent either Council policy or its firm intentions on the issue under discussion.

The Executive Advisory Boards do not have any substantive decision-making powers and, as the name suggests, their purpose is to advise the Executive. The subject matter of the items on this agenda, therefore, is for discussion only at this stage and any recommendations are subject to further consideration or approval by the Executive, and are not necessarily in final form.”

AGENDA

ITEM NO.

1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

2 LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

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 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 (Pages 5 - 8)

To confirm the minutes of the Executive Advisory Board meeting held on 7 September 2020.

4 NEW PROJECT MANAGEMENT ARRANGEMENTS

To receive and discuss a presentation regarding the Council's new Project Management arrangements.

5 EXECUTIVE FORWARD PLAN (Pages 9 - 36)

6 EAB WORK PROGRAMME (Pages 37 - 40)

To consider and approve the EAB's draft work programme with reference to the Executive Forward Plan.

7 SEPTEMBER 2020

PLACE MAKING AND INNOVATION EXECUTIVE ADVISORY BOARD

7 September 2020

- * Councillor Angela Gunning (Chairman)
- * Councillor Gordon Jackson (Vice-Chairman)

- | | |
|----------------------------------|------------------------------|
| * Councillor Jon Askew | * Councillor Steven Lee |
| * Councillor Christopher Barrass | * Councillor Masuk Miah |
| * Councillor Ruth Brothwell | * Councillor Maddy Redpath |
| * Councillor Graham Eyre | * Councillor Will Salmon |
| * Councillor Diana Jones | * Councillor Catherine Young |

* Present

Councillors Chris Blow, Jan Harwood, Ramsey Nagaty, George Potter, John Rigg and Deborah Seabrook were also in attendance.

PMI9 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

There were no apologies for absence or notification of substitute members.

PMI10 LOCAL CODE OF CONDUCT AND DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations of disclosable pecuniary or non-pecuniary interests.

PMI11 MINUTES

Following a lengthy discussion regarding the nature and purpose of minutes, the minutes of the meeting of the Board held on 1 June 2020 were confirmed and would be signed by the Chairman at the earliest opportunity, subject to the following changes:

- the words 'essence of' be deleted from the penultimate line of the second paragraph of minute number PMI3; and
- the last bullet point of minute number PMI5 concerning Plastic Free Guildford be expanded to read: 'The aims of the plastic free Borough initiative should be pursued and the Borough Council as an institution should seek 'Plastic Free Community' status and certification from Surfers Against Sewage, the issuing organisation, and to collaborate with the community and the Plastic Free Guildford campaign to support obtaining this certification for the Borough community as a whole.'

PMI12 CLIMATE CHANGE AND INNOVATION BOARD UPDATE

The EAB considered a report providing an update in respect of the accomplishments and findings of the former Climate Change and Innovation Board (CCIB) since its creation in August 2019 and the next steps following the Executive's agreement at its meeting on 25 August 2020 to disband the CCIB and in its place form two new working groups, namely, the Climate Change Board and the Innovation Board, to balance the focus on these two equally important areas.

The report advised that on 19 March 2019, the Executive had approved a new Innovation Strategy for 2019-20 which reflected the dynamic and at times rapidly changing nature of innovation. The Strategy, which addressed the Council's Innovation theme in its Corporate Plan 2018-2023, was developed, co-ordinated and managed by an existing Innovation

7 SEPTEMBER 2020

Strategy Board, assisted by its Climate Change Sub-Group, to provide economic leadership and to deliver sustainable and proportionate growth.

On 23 July 2019, the Council adopted a motion to declare a Climate Emergency. In line with the commitments set out in this motion, the Council merged the Innovation Strategy Board and its Climate Change Sub-Group to create the CCIB in August 2019 which would report to the Executive and have overall responsibility for:

- developing the Council's Climate Change Strategy; and
- overseeing the delivery and carrying out of an ongoing review of the Council's Innovation Strategy 2019-20.

It was reported that the CCIB had met on six occasions between August 2019 and August 2020 and the minutes of these meetings, which had been circulated separately to the EAB, were summarised in Appendix 1 of the report. Although the CCIB initially identified five themes on which to focus, namely, aspects of planning, transportation, trees and green spaces, procurement, and waste, it did not have an opportunity to consider the two latter themes before being disbanded. The CCIB also received updates from key officers which covered areas including the rural economy, business innovation, energy consumption, waste, electric vehicles and transport. In addition, community engagement was discussed by the CCIB on a number of occasions and it considered methods to pursue this. The CCIB had also commenced identification of key areas of focus for inclusion in the Climate Change Strategy which were summarised in Appendix 2 of the report. The Executive had decided to disband the CCIB and replace it with two new boards as it was felt that the CCIB had served its purpose by covering a number of areas and that the new configuration of two boards would better equip the Council to meet the two rapidly developing areas of climate change and innovation.

The report recommended that the EAB considered the actions taken to date by the CCIB and made recommendations as appropriate to the Executive.

The following points arose from related questions, comments and discussion:

- Although the Lead Councillor was aware of the 'Scatter' tool which was built to assist local authorities to measure the cost and effectiveness of steps being taken to reduce carbon emissions, it was not currently being utilised by the Council which was working to a similar framework with the assistance of the Association for Public Service Excellence. However, the Council could explore alternative approaches including the 'Scatter' tool which indicated the total amount of carbon emissions produced by area, the majority of which stemmed from energy consumption and transport. The University of Surrey had undertaken a detailed exercise in relation to emissions at both county and borough / district levels and this could inform the Council's work in this area. A link to Scatter's website would be circulated to EAB members for their information.
- Whilst possible sites for solar farms were being sought, potential sites would not be announced in advance of proposed purchases as this could have cost implications. The intention was to progress this matter without delay.
- In terms of the impact of the Government's 'Planning for the future' White Paper on the Guildford Borough Local Plan, the proposed overhaul of planning policies would affect all local planning authorities and the Council would evaluate the potential implications of the White Paper and formulate a response to the related public consultation exercise as a key priority.
- Details regarding the location of existing and proposed electric vehicle (EV) charging points would be circulated to the EAB.

7 SEPTEMBER 2020

- Sufficient staff resources should be secured to enable the commitments set out in the Climate Emergency motion to be actioned and achieved and a culture of reducing carbon emissions should be embedded throughout the Council and reflected in its policies and strategies. Although the Council would work towards reducing carbon emissions and energy consumption across its own estate and lead by example, effective partnership working with stakeholders and community engagement was crucial to promote climate change initiatives and encourage residents, businesses, organisations and the education sector to reduce their respective carbon footprints. It was proposed that the new Innovation Board would continue past liaison with the local business and education communities to promote climate change initiatives.
- Although much of the early work of the CCIB had focused on briefings and presentations to gain knowledge and understanding of the issues being faced, this had been necessary to develop a robust strategy. The future direction, particularly for the new Climate Change Board, was likely to focus more on achieving actions and outcomes.
- The separating of the former CCIB into two separate boards was welcomed to progress both climate change and innovation equally and it was hoped that the new boards would be proactive and meet regularly to make progress in these areas. As there were overlaps in the work of the new boards, interactions in areas such as transport innovations and technology to reduce carbon emissions would be required and achieved by some duplication of membership and the chairmen of the boards working closely together and co-ordinating joint actions.
- The Council was seeking to upgrade the energy efficiency of its housing stock by installing air source heat pumps (ASHP) when tenancy break opportunities arose and conditions were suitable as part of property renovations. Further information concerning the decisions and locations associated with the installation of ASHP in the housing stock would be provided. Information concerning related Government grants for householders was available on the Council's website.
- The Plastic Free Guildford (PFG) Group had been in contact with local schools which were enthusiastic to become involved in climate change initiatives and be guided in that regard. Many schools had appointed a climate change captain and one had a climate change group. Contact details were available from the PFG Group if required.
- Although the Guildford Environmental Forum's (GEF's) climate change presentations to parish council meetings had been suspended owing to the Coronavirus, it was hoped that the Forum would resume this work as an adult focused means of engagement when possible. As GEF was represented on the Climate Change Board, this would provide an opportunity for the Board to encourage GEF to continue this community engagement work.

Having considered the actions taken to date by the CCIB, the EAB made the following recommendations to the Executive:

- Sufficient staff resources should be secured to enable the commitments and aspirations set out in the Climate Emergency motion to be put into practice.
- The aim of reducing carbon emissions in all areas of Council activity should be embedded across the authority and reflected in its culture, policies and strategies.
- The new Climate Change and Innovation Boards should meet regularly and proactively pursue and seek to achieve their aims, objectives and targets without delay. This might include establishing officer / councillor working groups to focus on and progress particular aspects.
- As a key priority, the new Climate Change Board should devise and pursue methods to engage with local communities to promote climate change initiatives such as reducing carbon emissions, with a particular focus on accessing schools and engaging young people in addition to adult residents, businesses and organisations.

PMI13 EXECUTIVE FORWARD PLAN

It was highlighted that the Climate Change, Sustainable Design, Construction and Energy Supplementary Planning Document (SPD) would be considered by the Executive on 22 September 2020 and it was preferred that any related views that non-Executive councillors wished to express were submitted by 8 September 2020, if possible, to allow ample time for comments to be incorporated into the documentation.

PMI14 EAB WORK PROGRAMME

Councillors were invited to submit suggestions for possible future EAB work programme items to the Chairman for discussion at the Executive Advisory Board / Overview and Scrutiny Work Programme meeting on 11 September 2020. It was emphasised that draft SPDs should come before the EAB in a timely manner to enable it to contribute to their development and comment in respect of the related consultation responses. As SPDs were currently unscheduled in the work programme, it was requested that timescales around their preparation and consultation be mapped to enable them to be scheduled for consideration at future meetings of the EAB. Councillors were advised that a longer term prioritisation list in respect of SPDs was being developed and would be shared with the EAB when finalised.

The meeting finished at 8.20 pm

Signed

Date

Chairman



THE FORWARD PLAN

(INCORPORATING NOTICE OF KEY DECISIONS TO BE TAKEN BY THE EXECUTIVE AND NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE)

Schedule 1 to this document sets out details of the various decisions that the [Executive](#) and full [Council](#) are likely to take over the next twelve months in so far as they are known at the time of publication. Except in rare circumstances where confidential or exempt information is likely to be disclosed, all decisions taken by the Executive and full Council are taken in public, and all reports and supporting documents in respect of those decisions are made available on our website.

Members of the public are welcome to attend and, in most cases, participate in all of our meetings and should seek confirmation as to the timing of any proposed decision referred to in the Forward Plan from the Committee Services team by telephone on 01483 444102, or email committeeservices@guildford.gov.uk prior to attending any particular meeting (see note below for special arrangements for remote meetings during the Coronavirus crisis).

Details of the membership of the Executive and the respective areas of responsibility of the Leader of the Council and the lead councillors are set out in Schedule 2 to this document.

Key decisions

As required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, this document also contains information about known key decisions to be taken during this period.

A key decision is defined in the Council's Constitution as an executive decision which is likely to result in expenditure or savings of at least £200,000 or which is likely to have a significant impact on two or more wards within the Borough.

A key decision is indicated in Schedule 1 by an asterisk in the first column of each table of proposed decisions to be taken by the Executive.

In order to comply with the publicity requirements of Regulation 9 of the 2012 Regulations referred to above, we will publish this document at least 28 clear days before each meeting of the Executive by making it available for inspection by the public on our website: <http://www.guildford.gov.uk/ForwardPlan>

Availability of reports and other documents

Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document to be submitted to a decision-maker for consideration in relation to a matter in respect of which a decision is to be made will normally be available for inspection on our website five clear working days before the meeting, or the date on which the proposed decision is to be taken. Other documents relevant to a matter in respect of which a decision is to be made may be submitted to the Executive, or to an individual decision maker, before the meeting or date on which the decision is to be taken, and copies of these will also be available online.

Taking decisions in private

Where, in relation to any matter to be discussed by the Executive, the public may be excluded from the meeting due to the likely disclosure of confidential or exempt information, the documents referred to above may not contain any such confidential or exempt information.

Agenda item number: 5

In order to comply with the requirements of Regulation 5 of the 2012 Regulations referred to above, Schedule 1 to this document will indicate where it is intended to deal with any matter in private due to the likely disclosure of confidential or exempt information. Where applicable, a statement of reasons for holding that part of the meeting in private together with an invitation to the public to submit written representations about why the meeting should be open to the public when the matter is dealt with will be set out on the relevant page of Schedule 1.

James Whiteman Managing
Director

Guildford Borough Council
Millmead House
Millmead Guildford
GU2 4BB

Dated: 29 September 2020

Special Arrangements to be put in place during Coronavirus crisis

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ["the Regulations"] allow local authorities to hold meetings remotely, including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming.

The Regulations further modify existing legislative provisions to remove the requirement for local authorities to hold annual meetings, and to enable requirements for public and press access to local authority meetings and associated documents to be complied with through remote means and website access.

The Regulations apply to meetings of the Council, the Executive, Guildford Joint Committee, and all committees or sub-committees of these bodies, including Executive Advisory Board

SCHEDULE

COUNCIL : 6 October 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Review of corporate governance matters	<p>To consider proposals from the Corporate Governance Task Group in respect of reviews of various corporate governance matters including:</p> <ul style="list-style-type: none"> (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Protocol on Councillor/Officer Relations 	No	<p>Report to Council (06/10/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (30/07/2020) and (24/09/2020)</p>	<p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>
Capital and Investment Outturn Report 2019-20	<ul style="list-style-type: none"> (1) To note the Capital and Investment Outturn Report for 2019-20. (2) To approve the actual prudential indicators for 2019-20. 	No	<p>Report to Council (6/10/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (30/07/2020) and Executive (22/09/2020)</p>	<p>Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk</p>

<p>Citizen's Assembly on The Climate Crisis</p>	<p>To debate the petition.</p>	<p>No</p>	<p>Report to Council (6/10/2020)</p>	<p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>
<p>Review of Executive Advisory Boards</p>	<p>To introduce a more efficient and effective EAB configuration and contribution.</p>	<p>No</p>	<p>Report to Council (06/10/2020) Incorporating comments/recommendations of Joint EAB (09/07/2020) Executive (22/09/2020) And Corporate Governance and Standards Committee (24/09/2020)</p>	<p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>

Agenda item number: 5

EXECUTIVE: 27 October 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Tenancy Strategy	To set out the terms and conditions of tenancies to be offered by all registered providers within Guildford	No	Executive and Community EAB	Siobhan Kennedy 01483 444247 Siobhan.kennedy@guildford.gov.uk
Page 13	Timetable of Council and Committee Meetings 2021-22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Executive (27/10/2020) and Council (8/12/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Pest Control Services	To consider proposal to introduce charging for pest control treatments (rats and mice)	No	Executive and Community EAB	Justine Fuller 01483 444370 Justine.fuller@guildford.gov.uk
	Proposed Cathedral Walk walking/cycle route	To consider the proposed draft Mandate to deliver Cathedral Walk walking/cycle route linking the A3 in the west to Yorkies Bridge in the east.	No	Report to Executive (27/10/2020) (incorporating recommendations of the Place Making & Innovation EAB 12/10/2020)	Stephen Benbough 01483 444052 stephen.benbough@guildford.gov.uk

	Budget Assumptions and Inflation factors for service and financial planning 2021-22	To agree the inflation factors to be used in the preparation of the 2021-22 outline budget.	No	Report to Executive (27/10/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
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Agenda item number: 5

EXECUTIVE: 24 November 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Executive (24/11/2020) and Council (08/12/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Page 15	Summary of transactions at less than best consideration.	Reporting on all less than best consideration transactions entered into annually.	No	Report to Executive (24/11/2020)	Mark Appleton 01483 444364 mark.appleton@guildford.gov.uk
	Councillor Working Groups	To review the current councilor working groups, and to determine whether they should continue in their present format, and if so to confirm the political composition of	No	Report to Executive (24/11/2020) Incorporating comments/recommendations of Community EAB (15/10/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

*	Weyside Urban Village Development Programme – Financial Gateway	To review the financial gateway and receive an update on the overall programme	No	Report to Executive (24/11/2020)	Michael Lee-Dickson 01483 444123 michael.lee-dickson@guildford.gov.uk
	Spend Update on Consultants and Agency Staff	To adopt the consultants Code of Practice and to consider any other recommendations made by the Overview and Scrutiny Committee 15 September 2020.	No	Report to Executive (24/11/2020) Incorporating comments/recommendations of Overview and Scrutiny Committee (20/10/2020)	Faye Gould 01483 44420 faye.gould@guildford.gov.uk
Page 16	Concurrent Functions Grant Report	To consider the concurrent functions grant report.	No	Report to Executive (24/11/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

Agenda item number: 5

COUNCIL: 8 December 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Timetable of Council and Committee Meetings 2021-22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Council (8/10/2020) Incorporating comments/recommendations of Executive (27/10/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Council (8/12/2020) Incorporating comments/recommendations of the Executive (24/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Review of corporate governance matters	To consider proposal from the task group in respect of reviews of various corporate governance matters including: (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications	No	Report to Council (08/12/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (19/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

<p>Local Council Tax Support Scheme 2021-22</p>	<p>The Council agrees the current LCTS Scheme be amended for 2021-22 with effect from 1 April 2021 and agrees a discretionary hardship fund.</p>	<p>No</p>	<p>Report to Council (08/12/2020)</p>	<p>Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk</p>
<p>The Council's Constitution: Procurement Procedure Rules and Financial Procedure Rules</p>	<p>To review and update the Procurement Procedure Rules and Financial Procedure Rules</p>	<p>No</p>	<p>Report to Council (08/12/2020) Incorporating comments/ recommendations of Corporate Governance and Standards Committee (19/11/2020)</p>	<p>Faye Gould 01483 444120 faye.gould@guildford.gov.uk</p>

EXECUTIVE: 5 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Page 19	Pitch Strategy	To adopt a Pitch Strategy	No	Report to Executive (5/01/2021) Incorporating comments/ recommendations of Community EAB (04/07/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*	Guildford Economic Regeneration (GER)	The Executive is asked to endorse - 1. The Guildford Economic Regeneration Gateway 1 Report 2. Approval of the Report Recommendations 3. Approval of budget for Gateway 2 workstreams	No	Report to Executive (5/01/2021)	Michael Lee-Dickson 01483 444123 michael.lee-dickson@guildford.gov.uk

EXECUTIVE: 26 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Page 20	Annual Audit Letter 2019-20	To approve the Annual Audit Letter for 2019-20.	No	Report to Executive (26/01/2021) Incorporating comments/ recommendations from Corporate Governance and Standards Committee (14/01/2021)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk
*	Off Street Parking Business Plan 2021-22	To consider the Off-Street Parking Business Plan and proposed street parking tariffs.	No	Report to Executive (26/01/2021) Incorporating comments/ Recommendations of Joint EAB (11/11/2020)	Andy Harkin 01483 444535 andy.harkin@guildford.gov.uk

	Capital & Investment Strategy 2021-22 to 2025- 2026	To recommend to Council the adoption of: <ul style="list-style-type: none"> the Capital and Investment Strategy the general fund capital estimates. the revised Treasury Management Strategy and Prudential Indicators Minimum Revenue Provision policy 	No	Report to Executive (26/01/2021) incorporating comments/ recommendations of the Joint EAB (7/01/2021) Corporate Governance and Standards Committee (14/01/2021) and Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Page 21	Housing Revenue Account Budget 2021-22	To recommend to Council approval of the HRA Revenue estimates, associated fees and charges, changes to rents of Council dwellings and approval of Housing Capital Programme for 2021-22.	No	Report to Executive (26/01/2021) incorporating comments/ recommendations of the Joint EAB (7/01/2021) and Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
	Business Planning – General Fund Budget 2021-22	To recommend to Council: <ul style="list-style-type: none"> Approval of the general fund revenue budget for 2021-22 Agreement of a council tax requirement for 2021-22 Declaration of any surplus/deficit on the collection fund 	No	Report to Executive (26/01/2021) Incorporating comments/ Recommendations of Joint EAB (11/11/2020) and Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

COUNCIL: 10 February 2021

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Capital & Investment Strategy 2021-22 to 2025-2026 Page 2	To adopt: <ul style="list-style-type: none"> • the Capital and Investment Strategy • the general fund capital estimates. • the revised Treasury Management Strategy and Prudential Indicators • Minimum Revenue Provision policy 	No	Report to Council (10/02/2021) incorporating comments/recommendations of the Joint EAB (7/01/2021) Corporate Governance and Standards Committee (14/01/2021) and Executive (26/01/2021)	VictoriaWorsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Housing Revenue Account Budget 2021-22	To approve the HRA Revenue estimates, associated fees and charges, changes to rents of Council dwellings and approval of Housing Capital Programme for 2021-22.	No	Report to Council (10/02/2021) incorporating comments/recommendations of the Joint EAB (7/01/2021) and Executive (26/01/2021)	VictoriaWorsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Business Planning – General Fund Budget 2021-22	To approve: <ul style="list-style-type: none"> • the general fund revenue budget for 2021-22 • a council tax requirement for 2021-22 • Declaration of any surplus/deficit on the collection fund 	No	Report to Council (10/02/2021) incorporating comments/recommendations of the Executive (26/01/2021)	VictoriaWorsfold 01483 444834 victoria.worsfold@guildford.gov.uk

EXECUTIVE: 16 February 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer

EXECUTIVE: 23 March 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	The Housing Allocation Scheme	Executive to agree updated scheme for Housing Allocation	No	Report to Executive (23/03/2021) Incorporating comments/ Recommendations of Community EAB (18/02/2021)	Siobhan Kennedy 01483 444247 siobhan.kennedy@guildford.gov.uk
Page 24	New Housing Strategy (including Homelessness Prevention and Rough Sleeping Strategies) 2020-2025	To develop a new housing strategy to include the statutory elements of homelessness prevention and rough sleeping.	No	Report to Executive (23/03/2021) Incorporating comments/ Recommendations of Community EAB (18/02/2021)	Siobhan Kennedy 01483 444247 siobhan.kennedy@guildford.gov.uk

COUNCIL: 13 April 2021

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer

EXECUTIVE: 20 April 2021

Agenda item number: 5

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Annual Governance Statement 2020-21	To adopt the Council's Annual Governance Statement for 2020-21	No	Report to Executive (20/04/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Page 26	Policy on Debt Recovery	To develop a policy on how the Council manages debt recovery	No	Report to Executive (20/04/2021) Incorporating comments/reco mmendations of Place-Making EAB (01.04.2021)	Siobhan Rumble 01483 444296 siobhan.rumble@guildford.gov.uk Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk
	Council Tax CAB Protocol	To consider and approve the protocol.	No	Report to Executive (20/04/2021) Incorporating comments/reco mmendations of Place-Making EAB (01.04.2021)	Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk

COUNCIL 12 May 2021 (Annual Council Meeting)

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Election of Mayor and appointment of Deputy Mayor 2021-22	To elect a Mayor and appoint a Deputy Mayor for the municipal year 2021-22.	No	Report to Council (12/05/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Appointment of Honorary Remembrancer 2021-22	To appoint the Honorary Remembrancer for the municipal year 2021-22	No	Report to Council (12/05/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

COUNCIL: 18 May 2021 (Selection Council Meeting)

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Appointments to committees 2021-22	To agree the numerical allocation of seats to political groups on committees and to agree the membership and (where appropriate) substitute membership of those committees, including the election of committee chairmen and vice-chairmen	No	Report to Council (18/05/2021)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

UNSCHEDULED ITEMS – EXECUTIVE/COUNCIL

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
u	Future Operating Models for frontline services	To approve Future Operating Models for frontline services. <i>Report expected next year.</i>	No	Executive and Place-Making EAB	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk
u	Prohibition of Sky Lanterns	To consider and agree the prohibition of Sky Lanterns <i>Evidence gathering underway. Report expected later in the year.</i>	No	Executive	Raj Devandran 01483 444060 raj.devandran@guildford.gov.uk
u	Sutherland Memorial Park	To renew the lease to Guildford City Youth Project <i>Under review. Report expected later in the year.</i>	No	Executive Shareholder and Trustee Committee	Damien Cannell 01483 444553 damien.cannell@guildford.gov.uk
u	Lovelace Neighbourhood Plan	To adopt the Lovelace Neighbourhood Plan <i>The next stage is a referendum. The referendum is on hold due to the prohibition on polls until May 2021.</i>	No	Council	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk

Agenda item number: 5

u	Foxenden Tunnels	To consider the potential alternative future uses of the Shelter, possibly including a heritage element. <i>This project is completely dependent on the Covid19 situation, Consequently, the project has been deferred. No date.</i>	No	Executive Shareholder and Trustee Committee (TBA)	Scott Jagdeo 01483 444586 scott.jagdeo@guildford.gov.uk
*u	Crematorium Project	To approve the supplementary capital estimates. <i>Report expected 4-6 months from September 2020.</i>	No	Executive and Council	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
+u	Bedford Wharf Plaza Landscaping Scheme	To approve the landscaping scheme following public consultation <i>Awaiting officer advice.</i>	No	Executive and Place-Making EAB	Dermot Whelan 07800 540145 dermot.whelan@guildford.gov.uk
u	Charging for Regulatory Services	To consider proposal to charge for pre-application advice. <i>Not a priority at this time</i>	No	Executive	Justine Fuller 01483 444370 Justine.fuller@guildford.gov.uk
u	Transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park	To agree the transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park. <i>Deferred in March 2020 – no date yet</i>	*Yes Appendix 3	Executive	Sally Astles 01483 444728 sally.astles@guildford.gov.uk
u	Bike Share Scheme	To approve approach and programme for the procurement and commissioning of a town-wide bike share scheme. <i>Deferred June 2020 – no date yet</i>	No	Executive	Donald Yell 01483 444659 donald.yell@guildford.gov.uk

*u	Transfer of Gosden Common to Bramley Parish Council	To consider and approve the transfer of Gosden Common to Bramley Parish Council – <i>Officers are obtaining a legal quote for specialist legal advice so the item can be progressed.</i>	No	Executive	Fiona Williams 01483 444999 fiona.williams@guildford.gov.uk
u	Puttenham Neighbourhood Plan	To adopt the Puttenham Neighbourhood Plan. <i>Report estimated 2021.</i>	No	Council	Dan Nunn 01483 444671 daniel.nunn@guildford.gov.uk
u	Send Neighbourhood Plan	To adopt the Send Neighbourhood Plan. <i>Report estimated early 2021.</i>	No	Council	Gavin Stonham 01483 444464

Agenda item number: 5

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*u	Surrey Waste Partnership – Inter Authority Agreement	To confirm the formation of a Joint Committee to replace the Surrey Waste Partnership, to seek sign up to a relevant IAA and to agree what decisions around waste and what services we want delivered via a joint approach. <i>Report estimated late 2020</i>	No	Executive	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk
*u	Resurfacing of Westfield and Moorfield Roads	To agree the budget to be transferred from the provisional to the approved budget. <i>Currently waiting for the completion of phase 1, following which a review will be made relating to programme for phase 2.</i>	No	Executive	Michael Lee-Dickson 01483 445123 michael.lee-dickson@guildford.gov.uk
*u	Parks Strategy	To adopt a Parks Strategy <i>Report estimated late 2020 / early 2021</i>	No	Report to Executive Incorporating comments/ recommendations of Community EAB (5/09/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*u	Industrial Estates	To consider strategies for the future development of individual industrial estates <i>Report estimated early 2021.</i>	No	Report to Executive	Melissa Bromham 01483 444587 melissa.bromham@guildford.gov.uk
*u	Future Residential Housing developments (HRA)	To consider proposals on a site by site basis <i>Awaiting officer advice.</i>	No	Report to Executive	Ian Doyle 01483 444669 ian.doyle@guildford.gov.uk

*u	Bridges – Inspection and Remedial Work	<p>(1) To approve appointment of consultants to: (a) carry out inspections (b) cost immediate and long-term works (c) advise on future inspection frequency</p> <p>(2) To approve works that arise from inspections Move money from provisional to approved capital programme</p> <p><i>Awaiting officer advice.</i></p>	No	Report to Executive	TBA
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Agenda item number: 5

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*u	Community Infrastructure Levy Charging Schedule	To adopt the Community Infrastructure Levy Charging Schedule <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Executive Incorporating comments/ recommendations of Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
*u	Planning Contributions SPD	To adopt the Planning Contributions SPD <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Executive	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
*u	Green and Blue Infrastructure SPD	To adopt the Green and Blue Infrastructure SPD. <i>No schedule yet. Check 2021 (07/20)</i>	No	Report to Executive	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk
*u	Green Belt SPD	To adopt the Green Belt SPD <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Executive	Laura Howard 01483 444626 laura.howard@guildford.gov.uk
*u	Review of Refuse and Recycling Service	<ul style="list-style-type: none"> To report back on Phase 2 of the review To agree future waste collection methodology <i>Report estimated late 2020</i>	No	Report to Executive incorporating comments/ recommendations from Community EAB	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk

UNSCHEDULED ITEMS – GUILDFORD JOINT COMMITTEE

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Traveller sites	(1) Identification of transit sites (2) Future management of existing traveller sites <i>Report estimated Feb/March 2021</i>	No	Report to Guildford Joint Committee	Ian Doyle 01483 444669 ian.doyle@guildford.gov.uk
Community Infrastructure Delivery	(1) To agree a statement of priority for the delivery of infrastructure described in the GBC Infrastructure Delivery Plan and informed by the GBC Regulation 123 list (2) To discuss and propose strategies for securing additional funding necessary for that delivery <i>Anticipated to be produced in 12 months from current date 24/07/2020</i>	No	Report to Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk

SCHEDULE 2

MEMBERSHIP OF THE BOROUGH COUNCIL'S EXECUTIVE

**AREAS OF RESPONSIBILITY FOR THE LEADER OF THE COUNCIL & LEAD COUNCILLORS
GUILDFORD BOROUGH COUNCIL**

Councillor	Areas of Responsibility
<p>Leader of the Council and Lead Councillor for Housing and Development Control</p> <p>Councillor Caroline Reeves 31 Artillery Road Guildford Surrey GU1 4NW</p> <p>(Friary and St. Nicolas Ward)</p>	<p>Housing, Homelessness, housing standards (HMOs, private rented sector), Development Control and Enforcement, Public Relations and Communications</p>
<p>Deputy Leader of the Council and Lead Councillor for Service Delivery</p> <p>Councillor Joss Bigmore c/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB</p> <p>(Christchurch Ward)</p>	<p>Customer Service, Governance including corporate Health and Safety, Future Guildford, Human Resources, Partnerships, Web Services</p>
<p>Lead Councillor for Resources</p> <p>Councillor Tim Anderson c/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB</p> <p>(Clandon & Horsley Ward)</p>	<p>Finance, Commercial Asset Management, Procurement</p>
<p>Lead Councillor for Climate Change</p> <p>Councillor Jan Harwood c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB</p> <p>(Merrow Ward)</p>	<p>Innovation, Strategic Planning, Sustainable Transport, Housing Delivery</p>

Councillor	Areas of Responsibility
<p>Lead Councillor for Community Councillor Julia McShane 75 Applegarth Avenue Park Barn Guildford Surrey GU2 8LX (Westborough Ward)</p>	<p>Health, Wellbeing, Access and Disability, Safety, grants and voluntary services, Careline, Handyperson, Care and Repair</p>
<p>Lead Councillor for Economy Councillor John Redpath 12 Addison Road Guildford GU1 3QP (Holy Trinity Ward)</p>	<p>Economic Development, Social Enterprise, Rural Economy, Heritage and Community Assets</p>
<p>Lead Councillor for Regeneration Councillor John Rigg C/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB (Holy Trinity Ward)</p>	<p>Town Centre MasterPlan, Infrastructure, Major Projects, Strategic Asset Management</p>
<p>Lead Councillor for Environment Councillor James Steel c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB (Westborough Ward)</p>	<p>Waste, Licensing (including Health and Safety regulation), Parking, Parks and Leisure, Arts and Tourism, Bereavement, Environmental Health and Protection.</p>

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

Corporate Plan and Forward Plan items are intended to give the EABs an early opportunity to consider major policies or projects.

PLACE-MAKING AND INNOVATION EXECUTIVE ADVISORY BOARD

15 FEBRUARY 2021					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
12 APRIL 2021					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion

JOINT EXECUTIVE ADVISORY BOARD

11 NOVEMBER 2020					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Business Planning - General Fund Outline Budget 2021-22	To consider the outline budget and submit comments to the Executive		Cllr Tim Anderson	Claire Morris Resources Director	February 2021
Off-Street Parking Business Plan	To consider the Off-Street Parking Business Plan and proposed street parking tariffs.	Yes	Cllr James Steel	Chris Wheeler, Waste, Parking and Fleet Services Manager	
7 JANUARY 2021					
Item	Additional information	Corporate Plan Priority	Relevant Lead Councillor(s)	Lead officer	Target completion
Housing Revenue Account Draft Budget 2021-22	To consider the Draft HRA budget and submit comments to the Executive.	No	Cllr Caroline Reeves / Cllr Tim Anderson	Ian Doyle Service Delivery Director	February 2021

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

Capital and Investment Strategy 2021-22 to 2025-26	To consider the Draft Capital and Investment Strategy and submit comments to the Executive.	No	Cllr Tim Anderson	Victoria Worsfold Lead Specialist - Finance	February 2021
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UNSCHEDULED ITEMS

Place Making and Innovation EAB

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Implications for Guildford of the 'Surrey Infrastructure Study'	The Surrey Infrastructure Study will be reviewed in the near future and to input into this at that stage.	Yes	Cllr Jan Harwood	Strategic Services Director	
Supplementary Planning Documents (SPDs) <i>(These SPDs are all works in progress and dates will be provided when known.)</i>	To consider the Planning Contributions, Green & Blue Infrastructure, Greenbelt and Parking SPDs developed to support the Local Plan.	No	Cllr Jan Harwood	Stuart Harrison, Policy Lead – Planning Policy	
Creation of Guildford Energy Company	To consider creating a Guildford energy company.	No	Cllr Jan Harwood	Head of Asset Management (Climate Change Lead)	
Bedford Wharf Plaza Landscaping Scheme <i>(Pending review after Coronavirus lockdown is lifted.)</i>	To consider the landscaping scheme (which has been subsumed into the Walnut Bridge scheme) following public consultation.	Yes	Cllr John Rigg	Dermot Whelan Project Manager	
Industrial Estates <i>(Work specification to be prepared.)</i>	To consider strategies for the future development of individual industrial estates.	Yes	Cllr Tim Anderson	Melissa Bromham Investment Property Manager	

EXECUTIVE ADVISORY BOARD WORK PROGRAMME

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Future Operating Models for Frontline Services	To contribute to the development of future operating models for frontline services.	No	Cllr Joss Bigmore	Chris Wheeler, Waste, Parking and Fleet Services Manager	2021
Proposed Draft Mandate to Deliver Cathedral Walk	To consider the Mandate to deliver Cathedral Walk.	No	Cllr John Rigg	Steve Benbough, Strategy and Communications Manager	

Joint Executive Advisory Board

Item	Additional information	Corporate Plan Priority?	Relevant Lead Councillor(s)	Lead officer	Target completion
Guildford Economic Regeneration (GER) Programme	To consider the economic regeneration of Guildford.	Yes	Cllr John Rigg	Michael Lee-Dickson, SARP Regeneration Lead	
North Street, Guildford, Development Site	To receive a briefing in respect of the North Street Development Site scheme.	Yes	Cllr John Rigg	Andrew Tyldesley, Town Centre Development Lead	
Sutherland Memorial Park	To consider related leases etc to ensure a holistic approach.	No	Cllr John Redpath	Damien Cannell, Asset and Property Manager	

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