

STATEMENT OF EXECUTIVE DECISIONS

Tuesday, 23rd November, 2021

The decisions summarised below were taken by the Executive at the above-mentioned meeting and, subject to the call-in procedure referred to in Overview and Scrutiny Procedure Rule 17 and to the Notes at the end of this document, shall have effect five working days after the meeting. Details of any recommendations to Council are also included for completeness.

Members of the Executive

Chairman:

Councillor Joss Bigmore ((Leader of the Council and Lead Councillor for Service Delivery)) *

Vice-Chairman:

Councillor Julia McShane, (Deputy Leader of the Council and Lead Councillor for Community and Housing) *

Councillor Tim Anderson, (Lead Councillor for Resources)

Councillor Tom Hunt, (Lead Councillor for Development Management)

Councillor John Redpath, (Lead Councillor for Economy) *

Councillor John Rigg, (Lead Councillor for Regeneration) *

Councillor James Steel, (Lead Councillor for Environment) *

*Present

Councillors Ramsey Nagaty, Paul Spooner, Fiona White and Catherine Young were also in attendance.

Agenda Item No.

Officer(s) to action Item

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Tim Anderson and Tom Hunt.

2. LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

3. MINUTES

The minutes of the meeting held on 26 October 2021 were confirmed as a correct record. The Chairman signed the minutes.

4. LEADER'S ANNOUNCEMENTS

The Leader congratulated all of those who had contributed to the recent Remembrance events. A service had been held to add the name of Lieutenant Nicholas London to the war memorial, a gathering with a minute's silence had been held on Armistice Day, 11 November and a

full Remembrance Day Parade and Service on Sunday 14 November.

'Zero-Carbon Guildford' opened in the town centre on 20 November and was well attended with local members. Located at the bottom of North Street, 'Zero' was a climate emergency centre where local people could learn about eliminating waste, reduce emissions and protect the natural environment. The Leader urged everyone to make a visit to 'Zero'.

On Thursday 25 November Guildford would join in solidarity with others around the world in support of eliminating violence towards women. Tunsgate and the Guildhall would be floodlit in orange to send a message that violence towards women would not be tolerated. The Mayor, Councillor Marsha Moseley and the Deputy Leader, Councillor Julia McShane would be in attendance at the event. It was noted that the Safer Guildford Partnership had contributed funding in support of the South West Surrey Domestic Abuse Outreach Service and contact details were available on the Council's website.

The Leader was pleased to inform councillors about forthcoming Christmas pantomimes and many other celebratory performances, including 'Dick Whittington' at the Yvonne Arnaud Theatre, various festive musical and comedy events at the Electric Theatre including 'A Christmas hug' performed by the People's Theatre and written by Councillor Steven Lee.

5. LOCAL COUNCIL TAX SUPPORT SCHEME 2022-23

Decision:

Belinda
Hayden

The Executive agreed to recommend to Council at its meeting on 7 December 2021:

- (1) That the current Local Council Tax Support Scheme (which is on our website), be amended for 2022-23 as set out in detail in Appendix 1 of the report, with effect from 1 April 2022.
- (2) That the Council maintains a discretionary hardship fund of £40,000 in 2022-23, and carries forward any residual 2020 and 2021 COVID19 Council Tax Hardship Funds.

Reasons:

1. To ensure that the Council complies with government legislation to implement a LCTS scheme from 1 April 2022.
2. To maintain a discretionary fund to help applicants suffering from severe financial hardship.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

6. LOCAL PLAN DEVELOPMENT MANAGEMENT POLICIES *

Decision:

Stuart
Harrison

The Executive agreed to recommend to Council at its meeting on 7 December 2021:

- (1) That the draft Local Plan: Development Management Policies document, subject to further investigation as to the merits of extending the requirement for design codes to all housing sites allocated in the Development Plan, be put before Full Council for approval for Regulation 19 public consultation and to approve a six-week period of consultation beginning in early January 2022.
- (2) That the draft Parking Supplementary Planning Document, incorporating any changes recommended by the Executive, be put before Full Council for approval for public consultation for a four-week period beginning in January 2022.
- (3) That the Lead Councillor with portfolio responsibility for Planning Policy be authorised, in consultation with the Director of Strategic Services, to make such minor alterations to improve the clarity of the documents referred to in paragraphs (1) and (2) above, as they may deem necessary.

Reasons:

The recommendations above are made to encourage the Council to:

- (1) Enable the draft Local Plan: Development Management Policies document to be published for public consultation.
- (2) Allow officers to undertake public consultation in line with the Town and Country Planning (Local Planning) (England) Regulations 2012, the Planning and Compulsory Purchase Act 2004, the National Planning Policy Framework 2021, Planning Policy for Traveller Sites 2015, the National Planning Practice Guidance, and the Council's Statement of Community Involvement 2020.
- (3) Undertaking a public consultation on the draft Local Plan is a statutory requirement placed on Local Planning Authorities under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 ('Local Planning Regulations') and will enable the Council to move closer to adopting the second part of the Local Plan as required by law and policy.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

7. REVIEW OF THE LOCAL DEVELOPMENT SCHEME *

Decision:

That the Local Development Scheme, as set out in Appendix 1 to the report submitted to the Executive, shall have effect from 1 December 2021.

Stuart
Harrison

Reason:

To progress the new Guildford borough Local Plan: Development Management Policies by having a Local Development Scheme with an up-to-date timetable for the Local Plan.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

8. FINANCIAL MONITORING 2021-22

Decision:

- (1) That the results of the Council's financial monitoring for the period April 2021 to September 2021, be noted.
- (2) That the actions set out in paragraph 4.3 of the report submitted to the Executive to achieve in-year savings to help reduce the overspend and mitigate the impact on reserves, be approved.
- (3) That the implementation of a "voluntary expenditure freeze" across services, be approved.

Victoria
Worsfold

Reason:

To enable the Executive to respond to the scrutiny of the Council's finances.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

9. GENERAL FUND DRAFT BUDGET 2022-23 AND MEDIUM TERM PLAN 2022-23 TO 2025-26

Decision:

- (1) That the budget assumptions used in the preparation of the 2022-23 draft budget and three year forward projections be approved.

Claire Morris

- (2) That the current position on the draft budget for 2022-23 and the budget shortfall anticipated over the three years to 2024-25, be noted.
- (3) That the savings identified as part of the savings strategy for 2022-23 through to 2025-26 (Sections 11,12,13 of, and Appendix 3 to, the report submitted to the Executive) which have been included in the draft budget, be approved.
- (4) That the in-year savings of £46,750 arising from the review of classical music, book festival, voluntary and CAB grants for 2021-22, which were not included as part of the 2021-22 budget, be approved.
- (5) That the additional growth items identified in section 11 and Appendix 3 which have been included in the draft budget, be approved.
- (6) That the proposal to Council to make the contributions to/from the Council's various earmarked reserves for specific purposes as set out in section 9 of the report as part of the budget report in February 2022, be approved.

Reason:

To assist the Executive in the preparation of the General Fund estimates for 2022-23.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

10. PARISH COUNCILS - CONCURRENT FUNCTIONS GRANT AID APPLICATIONS FOR ASSISTANCE 2022-23 *

Decision:

Michele
Rogers

- (1) That the grant budget for 2022-23 be set at £90,000, subject to final confirmation by the Council at its budget meeting in February 2022.
- (2) That consideration of future years' budget for Concurrent Functions Grant Aid, from 2023-24, be referred to an EAB for further discussion together with a review of the award criteria, following the Director of Resources' recommendation to reduce it to £60,000 p.a.
- (3) That the parish council requests for grant aid for 2022-23, as set out in Appendix 3 to the report submitted to the Executive, be approved.
- (4) That the remaining balance of £7,109 be met from the Parish Council Urgent Schemes Reserve.

Reasons:

- (1) To assist parish councils with expenditure on concurrent function schemes in 2022-23.
- (2) To enable parish councils to take account of financial assistance from Guildford Borough Council when calculating their precept requirements for 2022-23.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

11. SELECTION OF THE MAYOR AND THE DEPUTY MAYOR 2022-23

Decision:

John
Armstrong

The Executive agreed to recommend to Council on 7 December 2021:

- (1) That the Deputy Mayor, Councillor Dennis Booth be nominated for the Mayoralty of the Borough for the 2022-23 municipal year.
- (2) That Councillor Masuk Miah be nominated for the Deputy Mayoralty of the Borough for the 2022-23 municipal year.

Reason:

To make early preparations for the selection of the Mayor and Deputy Mayor for the 2022-23 municipal year.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

NOTES:

- (a) Any decision marked “#” means that the item was deemed by the Managing Director and agreed by the Executive and Chairman of the Overview and Scrutiny Committee to be a matter of urgency for the reason indicated and, in accordance with Overview and Scrutiny Procedure Rule 17 (h), such decision takes effect immediately and is therefore *not* subject to the call-in procedure.
- (b) The call-in procedure is as follows:
 - (i) the Chairman of the Overview and Scrutiny Committee; or
 - (ii) a minimum of five members of the Councilmay require that a decision be referred to the Overview and Scrutiny Committee for review.
- (c) Councillors wishing to exercise their right to call-in a decision taken by the Executive must give notice in writing to the Democratic Services Manager. The reason for a councillor calling-in a decision shall accompany any such request and must meet one of the following criteria:

- (a) that there was insufficient, misleading or inaccurate information available to the decision-maker;
- (b) that all the relevant facts had not been taken into account and/or properly assessed;
- (c) that the decision is contrary to the budget and policy framework and is not covered by urgency provisions; or
- (d) that the decision is not in accordance with the decision-making principles set out in the Constitution.

Such notice should be marked for the attention of John Armstrong who can be contacted by e-mail on john.armstrong@guildford.gov.uk

- (d) On receipt of a call-in request, the Monitoring Officer will decide, in consultation with the chairman of the Overview and Scrutiny Committee, whether it is valid and will notify the councillors concerned accordingly.
- (e) In the case of a valid call-in, the decision shall be referred to a special Call-in meeting of the Overview and Scrutiny Committee, which shall be held within 21 days of the decision on validity referred to in paragraph (d) above.
- (f) A decision marked with an asterisk denotes that the matter is a "Key Decision" which is defined in the Council's Constitution as an executive decision:
 - (i) which is likely to result in significant expenditure or savings (of at least £200,000) having regard to the budget for the service or function to which the decision relates; or
 - (ii) which is likely to have a significant impact on two or more wards within the Borough.