

STATEMENT OF EXECUTIVE DECISIONS

Tuesday, 4th January, 2022

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))*

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)*
Councillor Cait Taylor, (Lead Councillor for Climate Change)

*Present

Councillor Ramsey Nagaty was in attendance.

In remote attendance: Councillors Angela Goodwin, Tony Rooth and Paul Spooner

Agenda Item No.

Officer(s) to action Item

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Tim Anderson (Lead Councillor for Resources), John Rigg (Lead Councillor for Regeneration) and Cait Taylor (Lead Councillor for Climate Change).

2. LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

No Disclosable Pecuniary Interests were declared.

Councillor John Redpath declared a non-pecuniary interest in respect of Item 5 (Public Conveniences Review) on the basis that he was an occasional user of some of the facilities under review but indicated that it would not affect his objectivity in considering the matter.

3. MINUTES

The minutes of the meeting held 23 November 2021 were confirmed as a correct record. The Chairman signed the minutes.

4. LEADER'S ANNOUNCEMENTS

The Leader of the Council urged anyone who had not yet been vaccinated or received a booster to do so in support of everyone returning to more normal times during the coming year. The vaccination centre at Artington remained in operation to provide vaccinations to those across the borough.

There would be three new forthcoming online sessions hosted by the Council.

The annual Economic Forum would run on Monday 17 January between 7:30 and 8:30am. The session would cover regeneration and shaping Guildford's future. It was targeted at all businesses and would be hosted by Dawn Hudd, Director for Strategic Services with guest speakers Marcus Wright from the Royal Bank of Scotland and Professor Amelia Hadfield, Head of the Dept. of Politics, University of Surrey. The Leader would introduce the session and Claire Morris, Director for Resources would be in attendance to speak and answer questions.

The second online crowdfunding workshop would take place on 12 January. Guidance and expert advice would be on hand to get local projects started.

Tuesday 18 January at 6pm was the date for the second webinar on 'Shaping Guildford'. Businesses and local residents were invited to attend and contribute to the conversation about the future of the town centre.

5. PUBLIC CONVENIENCES REVIEW *

Decision:

Stuart Riddle

- (1) That the closure of up to five of the Council's public conveniences be approved in principle.
- (2) That public convenience grants be withdrawn from Ash and Shere Parish Councils.
- (3) That, subject to a review of responses from a public consultation, the Head of Operational and Technical Services, in consultation with the Lead Councillor for Environment, be authorised to determine which public conveniences should be closed in March 2022.

Reason:

To achieve £65,000 per annum savings in the public conveniences budget starting in the 2022/23 financial year.

Other options considered and rejected by the Executive:

Option 1 – complete closure of services

Option 5 – do nothing

Option 6 – charge for some of the services

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

None.

6. CARAVAN SITE LICENSING: FIT AND PROPER REGULATIONS

Sean Grady

Decision:

That the proposed charging structure for Fit and Proper applications, as set out in the Caravan Site Licensing Fee Policy at Appendix 1 to the report submitted to the Executive, be approved.

Reasons:

- To enable the Council to approve the caravan site licensing policy so that fees are charged to managers of relevant protected sites in reflection of the legislation and the costs that will be incurred by the Council to undertake new statutory duties.
- In addition, to approve the amended caravan site licensing annual fee that enables this fee to be charged from financial year 2022 that is more reflective of the Council's corporate fee setting methodology.

Other options considered and rejected by the Executive:

1. Reject the F&P policy in Appendix 1.
2. Adopt the F&P policy in Appendix 1 - in an amended form.

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

None.

7. UNIVERSAL BASIC INCOME (UBI)

Claire Morris

Decision:

- (1) That approval be given for the Leader of the Council to send a letter, based on the draft letter set out in Appendix 2 to the report submitted to the Executive, to the Under-Secretary of State for Work and Pensions asking government to consider reforms to the existing benefits system and highlighting this Council's desire to investigate UBI should the opportunity arise in the future.
- (2) That the letter should:
 - (a) identify the potential for levelling up the inequalities in the borough, and in Surrey as a whole; and
 - (b) highlight that this Council would only wish to be involved in a fully funded trial of UBI.
- (3) That no engagement be made with the local UBI Lab.
- (4) That the draft letter be circulated to group leaders and that they be invited to sign the letter should they wish.

Reason:

To respond to the motion adopted by the Council on 13 April 2021.

Other options considered and rejected by the Executive:

1. Carry out the actions detailed in the motion, in particular to send the letter proposed in Appendix 2 (with or without amendment) to

- various parties and engage with the local UBI lab
2. Do nothing

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

None.

8. EXCLUSION OF THE PUBLIC

Decision:

That, under Section 100A (4) of the Local Government Act 1972 (as amended) and Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for consideration of agenda item 9 on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the 1972 Act.

9. EASEMENT OVER SHALFORD COMMON AT CHINTHURST LANE

Decision:

That approval be given to releasing restrictions on two land titles and entering into an option agreement and deed of easement over Shalford Common, as described in the report submitted to the Executive.

Damien
Cannell

Reasons:

1. To facilitate the building of new homes.
2. To generate income (a capital receipt)

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.