



STATEMENT OF EXECUTIVE DECISIONS

Tuesday, 25th 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

Councillors Ruth Brothwell, Angela Goodwin, Ramsey Nagaty and Tony Rooth were also in remote attendance.

**Agenda
Item No.**

**Officer(s) to
action Item**

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Julia McShane (Deputy Leader and Lead Councillor for Community and Housing) and Councillor James Steel (Lead Councillor for Environment).

2. LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

3. MINUTES

The minutes of the meeting held on 4 January 2022 were confirmed as a correct record. The Chairman signed the minutes.

4. LEADER'S ANNOUNCEMENTS

The Leader welcomed Councillor Cait Taylor (Lead Councillor for Climate Change) to her first meeting as a member of the Executive.

The Leader observed that despite the forthcoming lifting of Covid restrictions known as 'Plan B', it was still important for residents to be vaccinated and to receive a booster vaccination for the safety and wellbeing of everyone in the community.

Household Support Funding which was designed to help those families on low incomes with fuel bills, food and other winter essentials was still available. The Leader urged those in need of assistance to follow the guidance available on the Council's website. [Household Support Fund](#).

It was noted that the Council had provided £390,000 to date in support of local business in recovery from the pandemic.

The Queen's 'Accession Day', a part of the programme to celebrate the Queen's Platinum Jubilee would fall on 6 February and local celebrations would commence with The Mayor, Councillor Marsha Moseley, planting a tree as a part of the Queen's 'Green Canopy' initiative.

5. YVONNE ARNAUD THEATRE GRANT FUNDING

Decision

That a phased reduction of the current annual grant funding of £310,220 to the YAT be approved as follows:

Stephen
Benbough

£273,000 (2022/23)

£236,500 (2023/24)

£200,000 (2024/25)

Reason:

To deliver financial savings to the Council.

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. SHERE PARISH COUNCIL CAR PARK – INTRODUCTION OF CHARGES

Decision:

1. That the request by Shere Parish Council to make charges for the use of their car park under the 2008 agreement be approved.
2. That authority be delegated to the Head of Operational and Technical Services in consultation with the Lead Councillor for Environment to agree the tariffs that can be applied by the Parish Council for parking in this car park now and at any future review requested by the Parish Council.

Chris
Wheeler

Reason(s):

1. To enable the Parish Council to raise revenues for the ongoing

- upkeep of the car park and other parish activities.
2. To ensure that tariffs for parking in this car park are appropriately balanced between the needs of the Parish Council and against the need to ensure that tariffs do not result in unintended consequences in the wider parish and neighbouring areas. To also allow future flexibility in the setting of those charges.

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. OFF-STREET PARKING BUSINESS PLAN 2022-23 *

Decision:

Andy Harkin

Shopper Tariff

1. Option B - to change with effect from 1 July 2022, the shopper tariff from £3 for up to 3 hours, £6 for 3-6 hours and £12 for more than 6 hours, to £3.60 for up to 3 hours, £7.20 for 3-6 hours and £14.40 for more than 6 hours (Bedford Rd MSCP, Castle MSCP, G Live, Millbrook, Tunsgate, York Rd MSCP)
2. To include an additional transfer of £180,000 from the Car Parks Maintenance Reserve within the final General Fund Budget Report to be presented to the Council at the Budget Meeting on 9 February 2022 to cover the revenue implications of the delayed implementation of the Shopper Tariff.

Short-stay Tariff

3. Option D - to consolidate the tariff in the car parks charged by the hour from £1.30 and £1.50 per hour, and to change them to £1.80 per hour for the first 3 hours, and £2.30 per hour for subsequent hours (Bedford Surface, Bright Hill, Commercial Rd 2, High Street, Lawn Road (Saturday only), Leapale Road MSCP, Old Police Station, Millmead House (Saturday only), Portsmouth Rd (Saturday only), Robin Hood (Saturday only), St Joseph's Church (Saturday only))

Evening Tariff

4. Option C - to change the evening charge from £1 (6pm-10pm Mon-Sat) to £1.50 (6pm-10pm Mon-Sun) (Bedford Rd MSCP, Bedford Surface, Bright Hill, Castle MSCP, Commercial Rd 2, G Live, High Street, Leapale Road MSCP, Millbrook, Old Police Station, Portsmouth Rd, Tunsgate and York Rd MSCP)

Sunday Tariff

5. Option C - to change the Sunday charge from £1.50 for up to 3 and £2.50 for 3-6 hours, to £2.00 for up to 3 and £4.00 for 3-6 hours (Bedford Rd MSCP, Bedford Surface, Bright Hill, Castle MSCP,

Commercial Rd 2, G Live, High Street, Lawn Road, Leapale Road MSCP, Millmead House, Millbrook, Old Police Station, Portsmouth Rd, Hood, St Joseph's Church, Tunsgate and York Rd MSCP)

Car Park Specific Tariffs

6. Farnham Rd MSCP – change pre-7am rate from £0.90 per hour to £1.00 per hour, standard rate (7am-7pm) from £1.00 per hour to £1.10 per hour, and (7pm-7am) rate from £0.10 per hour to £0.20 per hour.
7. Guildford Park – change Monday to Friday tariff from £5.00 per day to £6.00 per day, and Saturday tariff from £1.00 per day to £2.00 per day.
8. Shalford Park & Walnut Tree Close – change Monday to Friday tariff from £3.20 per day to £4.00 per day.
9. Ash Vale Railway Station - change Monday to Friday tariff from £1.00 per day to £1.50 per day.

Traffic Regulation Order

10. To formally advertise the amendment to the Traffic Regulation Order for the purpose of the following changes:
 - (a) To make the EVCP bays enforceable and available only to vehicles being charged.
 - (b) To replace the “Green Scheme” with a pay by phone solution that provides greater benefit for All Electric vehicle users in the pay and display car parks, equivalent to a tariff reduction of £0.20 per hour; and
 - (c) To make the necessary amendments, as and when required, to reflect the permanent closure of Commercial Road 2, Guildford Park and Old Police Station car parks, which are all due to close in 2022-23.

and if any representations are received, to authorise the Parking Lead, Head of Technical and Operational Services and Director of Service Delivery to consider these in consultation with the Lead Councillor for Environment.

EV Strategy

11. To agree that an EV strategy be developed to define the Council's role in this developing sector.

Annual Report

12. Noted the performance of Parking Services in 2020-21, as detailed in Appendix 2 of the report.

Reasons:

Town centre parking:

1. is an enabler to around £150-200m of retail activity within the local economy, as well as supporting a wide variety of other business needs (*Systra Parking Study 2020*),
2. pricing is the primary mechanism with which to modify user behaviour, and in line with the Council's strategic aims, encourage more sustainable transportation modes, such as the Park and Ride, public transport, cycling and walking,
3. generates a significant surplus with which to maintain and improve the parking facilities, and more generally, support the Council's budget.

Other options considered and rejected by the Executive:

Tariff option:

- A. No Change – provides no additional encouragement for visitors to consider sustainable transport alternatives and would not bring income back to 2019-20 levels, based on anticipated utilisation

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

None.

8. CAPITAL AND INVESTMENT STRATEGY (2022-23 TO 2025-26)

Decision:

Victoria
Worsfold

Subject to Council approving the budget on 9 February 2022:

1. That the following schemes be removed from the capital programme:
 - a) SMC Ph 3 - £5.895 million, keeping £150,000 on the provisional programme. The £5.895 million will move onto the capital vision
 - b) Stoke Park masterplan enabling costs – PL56(p) - £500,000 – will move to the vision and come back with an updated business case
 - c) Sports Pavilions replace water heaters (PL58(p)) £154,000 – will come back with a further bid if required
2. That the new bids, as shown in Appendix 2 to the report submitted to the Executive be included in the provisional capital programmes.
3. That £10.124 million for Foxburrows scheme be transferred from the HRA provisional programme to the HRA approved programme.
4. That the affordability limit for schemes to be funded by borrowing be agreed as set out in paragraph 4.31 of the report and in Appendix 1 thereto.
5. That the remit of the Strategic property fund budget be widened to allow estate redevelopments to be funded from the budget.

The Executive made the following recommendations to Council (9 February 2022):

1. That the General Fund and HRA capital estimates, as shown in Appendices 3 to 12 to the report be approved, as amended to include the bids approved by the Executive at its meeting on 25 January 2022.
2. That the Minimum Revenue Provision policy, referred to in section 5 of the report, be approved.
3. That the capital and investment strategy be approved, specifically the investment strategy and Prudential Indicators contained within the report and Appendix 1.
4. That the updated flexible use of capital receipts policy at Appendix 17 be approved.

Reasons:

1. To enable the Council to approve the capital and investment strategy for 2022-23 to 2026-27
2. To enable the Council, at its budget meeting on 9 February 2022, to approve the funding required for the new capital schemes proposed

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. HOUSING REVENUE ACCOUNT (HRA) BUDGET 2022-23

Decision:

Matt Gough

1. That the initiatives, services and budgets as set out in the report submitted to the Executive and Appendix 1 to the report, be approved.
2. That the Director of Service Delivery be authorised, in consultation with the Lead Councillor for Community and Housing:
 - (a) to reallocate funding between approved schemes to make best use of the available resources; and
 - (b) to set rents accordingly.

The Executive made the following recommendations to Council (9 February 2022):

1. That the proposed HRA revenue budget for 2022-23, as set out in Appendix 1 to the report, be approved.
2. That a rent increase of 4.10%, comprising the September 2021 CPI (3.10%) plus 1% in line with the Direction on the Rent Standard 2019 and as set out within Guidance provided by the Regulator of

Social Housing, be implemented.

3. That the fees and charges for HRA services for 2022-23, as set out in Appendix 2 to the report, be approved.
4. That a 3% increase be applied to garage rents which is in line with the wider council policy on fees and charges.

Reasons:

To enable the Council to set the rent charges for HRA property and associated fees and charges, along with authorising the necessary expenditure to implement a budget, this is consistent with the objectives outlined in the HRA Business 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.

10. GENERAL FUND BUDGET 2022-23 AND MEDIUM TERM FINANCIAL PLAN 2023-24 TO 2025-26

Decision:

Claire Morris

1. That the transfers to/from reserves, as set out in Section 8 and Appendix 2 of the report submitted to the Executive be approved.
2. That the growth and savings items included in the General Fund Summary at Appendix 2 and set out in detail in Appendix 3 to the report be approved.
3. That the savings identified in the updated savings strategy at Appendix 4 to the report, to be delivered over the medium-term plan period, be approved.
4. That the financial risk register set out in Appendix 5 to the report be approved, and that the Executive notes that level of reserves are currently sufficient to meet the Council's risks.

The Executive made the following recommendations to Council (9 February 2022):

1. That the budget, as set out in the General Fund Summary in Appendix 2 to the report be approved, and specifically that the Council Tax requirement for 2022-23 be set at £10,898,310.
2. That the proposed fees and charges for 2022-23 relating to General Fund services and attached at Appendix 6 to the report be adopted with effect from 1 April 2022.
3. That the Band D Council Tax for 2022-23 be set at £186.82, an increase of £5 (2.75%)

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Reason:

To enable the Council to set the Council Tax requirement and council tax for the 2022-23 financial 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.

11. DRAFT TIMETABLE OF COUNCIL AND COMMITTEE MEETINGS FOR 2022-23

Decision:

The Executive recommended that full Council (on 9 February 2022) approves the proposed timetable of Council and Committee meetings for the 2022-23 municipal year, as set out in Appendix 1 to the report.

John
Armstrong

Reason:

To assist with the preparation of individual committee work programmes.

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 Council
- may 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.