

**STATEMENT OF EXECUTIVE SHAREHOLDER AND TRUSTEE COMMITTEE DECISIONS**

Tuesday, 4th January, 2022

The decisions summarised below were taken by the Executive Shareholder and Trustee Committee at the above-mentioned meeting and, subject to the call-in procedure referred to in Overview and Scrutiny Procedure Rule 17 and to Note (a) 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 Shareholder and Trustee Committee

Chairman:

Councillor Joss Bigmore (Leader of the Council)\*

Vice-Chairman:

Councillor Julia McShane (Deputy Leader of the Council)\*

Councillor John Redpath\*

\*Present

**Agenda  
Item No.**

**Officer(s) to  
action Item**

**1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES**

There were no apologies for absence.

**2. DISCLOSURE OF INTERESTS**

There were no disclosures of interest.

**3. MINUTES**

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

**4. GUILDFORD BOROUGH COUNCIL HOLDINGS: APPOINTMENT OF DIRECTORS**

Decision

Claire Morris

The Committee:

1. Appointed the following Directors to the Board of Guildford Borough Council Holdings Limited for the terms specified:
  - a. Andrew Hodges for a term expiring on 27 April 2024
  - b. Dennis Paul for a term expiring on 28 April 2024
  - c. Ian Doyle for a term of 4 years expiring on 3 January 2026

2. Ratified all decisions made by the Company over the past 18 months.

Reason:

To fulfil the Council's corporate governance duties in respect of its subsidiary company.

Other options considered and rejected by the Committee

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 Shareholder and Trustee Committee 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 Shareholder and Trustee Committee 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](mailto: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.