

STATEMENT OF EXECUTIVE DECISIONS

Thursday, 24th November, 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 Julia McShane (Leader of the Council and Lead Councillor for Community and Housing) *

Vice-Chairman:

Councillor Joss Bigmore (Deputy Leader of the Council)

Councillor Tim Anderson, (Lead Councillor for Resources) *

Councillor Tom Hunt, (Lead Councillor for Development Management) *

Councillor George Potter, Lead Councillor for Climate Change

Councillor John Redpath, (Lead Councillor for Economy) *

Councillor John Rigg, (Lead Councillor for Regeneration) *

Councillor James Steel, (Lead Councillor for Environment) *

*Present

Councillor Fiona White was also in remote attendance.

**Agenda
Item No.**

**Officer(s) to
action Item**

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from the Deputy Leader, Councillor Joss Bigmore, and Councillor George Potter, Lead Councillor for Climate Change.

2. LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

3. MINUTES

The minutes of the meeting held on 27 October 2022 were confirmed as a correct record. The Chairman signed the minutes.

4. LEADER'S ANNOUNCEMENTS

The Leader made the following announcements:

A wonderful day was enjoyed last Sunday at the Festive Family Fun Day with its huge programme of free family fun, performances and activities. Thanks were given to everyone who joined to celebrate the start of the festive season. Everyone was directed to social media channels and the Visit Surrey web site for more festivities in Guildford up until 5 January.

Carers' Information Fair at the Hive. There was a free event for Surrey's unpaid family and friend carers this Saturday between 10am and 2pm at The Hive. The event was organised by Action for Carers in Surrey. The event would provide an opportunity for people to celebrate Carers' Rights Week. Unpaid carers registered with Action for Carers could get a 50% discount code for the honey pot café at the hive

White Ribbon Campaign for Domestic Abuse. This year's White Ribbon campaign starts on 25 November. The date is designated by the United Nations as the International Day for the Elimination of Violence Against Women. It would be followed by 16 days of activism, concluding on Human Rights Day on 10 December.

Guildford & Waverley Business Question Time was a free networking event for the local business community. The aim of the evening was to explore immediate concerns in terms of the cost-of-living crisis, energy security, climate change, recruitment, post-Brexit trade and other national and local challenges. The event would be held from 5:00pm on Monday 12 December 2022 at Charterhouse School in Godalming and chaired by local broadcaster, Peter Gordon. The question panel of key business leaders included Strategic Director of Place, Dawn Hudd and places could be reserved via Eventbrite:

[Guildford & Waverley Business Question Time Tickets, Mon 12 Dec 2022 at 17:00 | Eventbrite](#)

Christmas Fair at the Hive on Saturday 10 December between 11am to 2pm would include Christmas stalls, Santa's grotto, chestnuts on the fire, and music from Get Plucky Ukulele Group and Rhythm of Voice Community Choir.

The annual Christmas Bereavement Service at the Crematorium would be held on Tuesday 6 December at 6.30pm. There would be carols, readings and a chance to light a candle in memory of

loved one.

The government wanted the UK to be the best place for veterans to live in the world. The Veterans' Survey would gather views from the UK veteran community on how to shape future services. The Council was encouraging UK veterans and their families living in our borough to complete the online survey on the [Office of National Statistics web site](#).

The Council was considering building a trim trail in Shalford Park and would like people's feedback on the style and location. The Shalford survey would run until 8 January 2023. Search Shalford Survey on the Council's [website](#) to complete the online survey

The Farmers Market would return on Tuesday 6 December on the High Street (every first Tuesday of the month)

Finally, Guildford Children's Business Fair had taken place last Saturday. Young entrepreneurs aged 7-17, launched 40 businesses and sold to hundreds of customers. Strategic Director of Place, Dawn Hudd, joined as a judge, touring the stands, and awarding prizes for Best Product, Best Stand and Best Sales Pitch.

5. TO CONSIDER ANY RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE

The intention of the report was to collate and track progress of all recommendations made by the Overview and Scrutiny Committee to the Executive throughout the year, and to log the Executive decisions on the submitted matters.

The Executive noted the report and that there had been no updates since the previous meeting.

6. PARISH COUNCIL'S CONCURRENT FUNCTIONS GRANT AID APPLICATIONS FOR ASSISTANCE 2023-24

Decision:

Michele
Rogers

1. That the grant budget for 2023-24 be set at £90,000, subject to final confirmation at budget council in February 2023.
2. That future years' budget from 2024-25 be reviewed in consultation with parish councils.
3. That the parish council requests for grant aid for 2023-24, as set out in Appendix 3 to the report, be approved.

Reason(s):

1. to assist parish councils with expenditure on concurrent function schemes in 2023-24.

2. to enable parish councils to take account of financial assistance from Guildford Borough Council when calculating their precept requirements for 2023-24.

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. SUPPLEMENTARY ESTIMATE FOR FUNDS IN RESPECT OF PLANNING APPEALS RELATING TO MEMBER OVERTURN DECISIONS *

Decision:

Dawn Hudd

1. That the need for a supplementary estimate for the Development Management service of £535,000 to cover the payments required to defend three significant appeals relating to Member overturn decisions which were subsequently heard at either public inquiry or as a hearing, be noted.
2. That full Council (6 December 2022) be recommended to note the report and to approve the supplementary estimate.

Reason(s):

To ensure robust defence of planning appeals resulting from Member overturn decisions.

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. DEVELOPMENT MANAGEMENT ESTABLISHMENT REVIEW *

Decision:

Dawn Hudd

1. That a supplementary budget for this financial year 2022-23 for the Development Management service of £465,400 and £15,800 for the Customer Case and Parking Service to provide additional resources and support to address the back log of planning applications and ensure the delivery of a robust service, be approved.

2. That additional funding for the next financial year 2023-24 for the Development Management service of £387,700 and £100,420 for the Customer Case and Parking Service to provide additional resources and support, be approved.

Reason(s):

To ensure the return to a robust and customer focused Development Management function and to ensure that we can meet Key Performance Indicators and reduce the threat of Designation.

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. GUILDFORD JOINT COMMITTEE *

Decision:

John
Armstrong

1. That the transfer of all the Borough Council's executive and advisory functions from the Guildford Joint Committee's remit, as set out in the Joint Committee Constitution, be approved with immediate effect, and that those functions revert back to being delegated to the Executive.
2. That full Council, on 6 December 2022, be asked to approve the transfer of all the Borough Council's non-executive functions relating to public rights of way from the Guildford Joint Committee's remit, as set out in the Joint Committee Constitution, and that those functions be delegated back to the Lead Specialist – Legal.

Reason:

To enable the Council to consider its position in light of the withdrawal of all County Council functions from the Guildford Joint Committee.

Other options considered and rejected by the Executive:

Option 1: Subject to the agreement of both the Executive and full Council, the Council could decide not to withdraw GBC functions and to continue with the Joint Committee arrangement with SCC until the expiry of the six months' notice given by SCC (not beyond 30 April 2023).

Details of any conflict of interest declared by the Leader or lead

councillors and any dispensation granted:

None.

10. SELECTION OF MAYOR AND DEPUTY MAYOR 2023-24

Decision:

John
Armstrong

To recommend to Council on 6 December 2022:

That, subject to the outcome of the Borough Council elections in May 2023, the Deputy Mayor, Councillor Masuk Miah be nominated for the Mayoralty of the Borough for the 2023-24 municipal year.

Reason:

To make early preparations, subject to the outcome of the Borough Council elections in May 2023, for the selection of the Mayor and Deputy Mayor for the municipal year 2023-24.

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.