

STATEMENT OF EXECUTIVE DECISIONS

Wednesday, 12th June, 2024

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 16 and to Note (a) at the end of this document, shall have effect five working days after the day of 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 & Lead Councillor for Housing)

Vice-Chairman:

*Councillor Tom Hunt (Deputy Leader of the Council & Lead Councillor for Regeneration)

*Councillor Angela Goodwin, Lead Councillor for Engagement and Customer Services

*Councillor Catherine Houston, Lead Councillor for Commercial Services

*Councillor Richard Lucas, Lead Councillor for Finance and Property

*Councillor Carla Morson, Lead Councillor for Community and Organisational Development

*Councillor George Potter, Lead Councillor for Environment and Climate Change

Councillor Fiona White, Lead Councillor for Planning

*Present

Agenda Item No.		Officer(s) to action Item
1.	APOLOGIES FOR ABSENCE There were no apologies for absence.	
2.	LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST There were no declarations of pecuniary interest.	
	Councillor Potter declared a non-pecuniary interest against	

Item 5 as the Riverside SANG was part located in the ward he represented. Councillor Potter confirmed this would not affect his objectivity in determining the matter.

3. **MINUTES**

The minutes of the meeting held on 16 May 2024 were confirmed as correct. The Chairman signed the minutes.

4. **LEADER'S ANNOUNCEMENTS**

The Guildford Design Awards were held every two years in partnership with Guildford Borough Council. An exhibition of the winning projects from the 2023 Guildford Design Awards would be at White Lion Walk on:

- Saturday 22 June from 9am to 6pm
- Sunday 23 June from 11am to 5pm

Discover the creativity and innovation exhibited by the winners and be inspired by the projects that will shape our future heritage. [For more details visit the Guildford Society website.](#)

Guildford Borough Council recently received Rural England Prosperity Fund (REPF) capital grant funding and £200K was available to assist local rural enterprises this financial year. Anyone with a project that might qualify, was encouraged to get in touch with [Surrey County Council rural prosperity. \(www.surreycc.co.uk/ruralprosperity\)](#). Qualifying projects could include: local economy development, local rural green tourism, farm diversification, circular economy, creation of multi-functional rural business hubs, community businesses, cooperatives, or social enterprises such as village shops and cafes.

The Guildford Craft Festival 2024 was taking place on 13 to 15 June and 20 to 22 June 2024. It would be open weekdays from 10am to 5pm and 9am to 5:30pm on Saturdays. It offered an opportunity for local visitors and tourists to purchase inspiration crafts and design-led gifts.

The next antiques and brocante market would take place on 23 June 2024 on Guildford High Street. It was open from 9.30am to 4pm. With more than 50 stalls to choose from,

whether a collector, interested in interiors, or looking for unusual 'quirky' finds this market had lots on offer.

5. RIVERSIDE - NATURE RESERVE SANG IMPROVEMENT *

Decision:

Hendryk
Jurk

That this Executive recommends to full Council meeting on 23 July 2024 the approval of:

- 1 Capital expenditure of £1,133,500 from existing development contributions to improve SANG capacity and improvement of the SANG access infrastructure at Riverside Nature Reserve and Parsonage Water Meadows, and
- 2 an additional staff resource of one Project Manager Post for project delivery.

Reason(s):

1. Officers consider the project proposal the most efficient option to maintain SANG capacity to mitigate the recreational pressure resulting from the developments the SANG contributions have been collected from.
2. The project will deliver necessary works to achieve health and safety compliance under the Occupiers Liability Act 1957.
3. The delivery of the project will provide added benefits to the Council by demonstrating compliance with the public duties for biodiversity under the Environment Act 2021 and the duties under the Equality Act 2010.

Other options considered and rejected by the Executive:

1. Do essential safety works only when they occur:
2. Do nothing:

6. G-LIVE APPOINTMENT OF THE FUTURE OPERATOR *

Decision:

Kelvin

That the Executive:

Mills

1. approves the appointment of Trafalgar Entertainment Group as the operators of G Live for a 25-year contract; and
2. delegates authority to the Strategic Director for Finance, in consultation with the Lead Councillor for Commercial Services, to agree and enter into all such contracts and other legal agreements as may be necessary to implement this award, in compliance with the Procurement Procedure Rules where applicable.

Reason(s):

The contract has been competitively tendered through the GBC procurement portal and Trafalgar Entertainment Group have proven to be the most competitive and best placed to run G Live going forward.

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. PROPOSED CHANGES TO THE OFFICER SCHEME OF DELEGATION

Decision:

Deborah
Upton

1. That the delegation of Executive functions set out in the revised Joint Officer Scheme of Delegation and Proper Officer Scheme (Appendices 1 and 3) be approved; and
2. that the Monitoring Officer, in consultation with the Leader, Deputy Leader, and Portfolio Holder, be authorised to include any changes to the Scheme of Delegation in respect of Executive functions recommended by the Corporate Governance & Standards

Committee at its special meeting on 1 July 2024.

Reason(s):

1. An officer scheme of delegation and proper officer scheme which is materially the same for both Councils, whilst being owned by each Council in respect of their services, will help to promote more efficient joint working and will support the transformation programme by aligning officer decision making across both Councils.
2. The recommended changes will improve the governance procedures for each Council and will ensure that there is greater transparency over decision making.
3. The reductions in financial limits will ensure that key decisions are made by the Executive, thereby promoting accountability and transparency.
4. Aligning officer delegations into a joint scheme, supports the Councils Collaborative and Transformation programme and provides clarity for those officers employed to provide a joint service across both Councils.

Other options considered and rejected by the Executive:

1. Suggest amendments to the delegation of Executive functions set out in the draft Officer Scheme of Delegation and Proper Officer Scheme, or
2. Choose not to recommend that a revised Officer Scheme of Delegation and Proper Officer Scheme be adopted.

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

None.

8. EXECUTIVE APPOINTMENT TO OUTSIDE BODIES: THAMES BASIN HEATHS JOINT STRATEGIC PARTNERSHIP BOARD

Decision:

That the Executive approves the appointment of the Portfolio

Carrie
Anderson

Holder for Planning to the Thames Basin Heaths Joint Strategic Partnership Board and the Portfolio Holder for Climate Change and Environment as deputy appointee until the next review of appointments to external organisations in 2027.

Reason(s):

It is important that the council has an appointee to the JSP to represent the borough. Every ward overlaps with one or more of the following: the Thames Basin Heaths Special Protection Area (“the SPA”), the SPA 400m exclusion zone, the SPA 4-5km zone (where the impact of new homes must be mitigated), and 7km zone (where the impact of larger residential schemes may need mitigation).

The Portfolio Holder for Planning is the correct councillor to appoint to the JSP for reasons of relevance, and seniority to work with partner agencies to maintain the long-term protection of the SPA.

Other options considered and rejected by the Executive:

To appoint a member other than the Portfolio Holder for Planning or not to appoint a councillor to the JSP at all.

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 Chief Executive 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 16 (h), such decision takes effect immediately and is therefore *not* subject to the call-in procedure.

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 and Elections 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.