

STATEMENT OF EXECUTIVE DECISIONS

Thursday, 27th March, 2025

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 Merel Rehorst-Smith, Lead Councillor for Regulatory and Democratic Services*

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 Councillor Angela Goodwin was a non-executive director of	

North Downs Housing and had a non-pecuniary interest in respect of item 11 on the agenda.

3. MINUTES

The minutes of the meeting held on 27 February 2025 were confirmed as correct. The Leader signed the minutes.

4. LEADER'S ANNOUNCEMENTS

The Leader made the following announcements:

Local Government Reorganisation survey:

Residents can have their say on the future of local government in the county, in a new survey launched by eight of Surrey's district and borough councils.

Given that the current system of local government has been in place for the last 50 years, this is a once-in-a-generation opportunity to change things for the better. Feedback will influence the next phase of the process.

A link to the survey can be found on our website News Room. The survey is open until Sunday 20 April.

Have your say about redevelopment plans for Guildford Park Road car park

We're working with Wates to launch a consultation for a proposed £86 million project that is set to transform Guildford Park Road car park into much needed homes. The outline design includes 40% affordable homes that will be owned and managed by the council.

Before finalising the design and seeking planning permission we're holding some consultation events from this Saturday onwards. Please encourage as many people as possible to meet with the project team and share their views.

For event details visit the project website:
www.guildfordparkroad.com

VE Day 80th anniversary celebrations and road closures

We're marking the 80th anniversary of Victory in Europe (VE) Day on 8 May with commemorative events that includes a flag

raising ceremony at the Guildhall and an evening celebration in Stoke Park. Find out more information in the newsroom of our website.

Road closure application fees waived for community street parties

If people are holding a street party to celebrate this historic occasion, let them know we're waiving road closure fees. No fee applies from Saturday 3 May to Sunday 11 May. Organisers still need to apply online for a road closure. Apply before 5pm on Sunday 6 April.

Tenant and leaseholder survey

Our housing team currently have a draft Tenant and Leaseholder Engagement Strategy consultation running. This strategy will ensure our tenants and leaseholders can help shape the future of our housing service. Please encourage residents in your wards to have their say and complete this by the 6 April. The survey can be found on the 'past and present consultations' page on our website.

5. **SAFEGUARDING POLICY AND PROCEDURE ***

Decision:

To adopt Guildford's Safeguarding Policy and Procedure Parts 1, 2 and 3 which articulates our commitment to safeguarding and ensures managed compliance with our statutory duties consistently across the council.

Reason(s):

1. This new safeguarding policy and procedure replaces our existing policy which was approved in 2018 and updated in 2020. It also replaces the supplementary referral quick guides developed to support the existing policy in 2020 and most recently updated in 2022. An update to policy is required to reflect internal and external changes to safeguarding policies and guidelines.
2. This new safeguarding policy and procedure aligns the

Samantha
Hutchison

policy approach with Waverley Borough Council.

3. We recognise our statutory responsibilities for safeguarding and our role to safeguard and promote the welfare of all children, and adults with or without care and support needs, that we support, provide services for, and interact with.
4. We recognise our obligations under the Care Act 2014, the Children's Acts 1989 and 2004 and the Mental Health Act 2005

Other options considered and rejected by the Executive:

That the Executive do not agree to adopt the policy, and recommendations from the Executive are incorporated into a revised version of the policy.

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

None.

6. REVIEW OF GUILDFORD TOWN CENTRE PUBLIC SPACE PROTECTION ORDER *

Decision:

Dympna Sanders

1. Approve the draft Public Space Protection Order as set out in Appendix 2, to cover such areas and related restrictions as the Executive considers proportionate in line with Sections 59 to 75 of Anti-social Behaviour Crime and Policing Act 2014.
2. Approve the proposed action plan set out in Appendix 3, which sets out the necessary actions to ensure the successful implementation, communication and enforcement of the PSPO.

Reason(s):

1. The Council has demonstrated that it has undertaken the statutory process to be satisfied on reasonable grounds that:

- 1.1 activities that have taken place have had a detrimental effect on the quality of life of those in the localities identified, or it is likely that activities will take place and that they will have a detrimental effect; and
- 1.2 the effect or likely effect of these activities:
 - is, or is likely to be, persistent or continuing in nature;
 - is, or is likely to be, unreasonable; and
 - justifies the restrictions being imposed.
2. The proposed extension of the PSPO offers an additional enforcement tool that is available to both the Council and the police to tackle low level anti-social behaviour.

Other options considered and rejected by the Executive:

1. Renew the PSPO in its current format, without making any changes to the geographical boundary or further restrictions to behaviours.
2. End the PSPO, without renewal. There would no longer be the behavioural restrictions relating to alcohol, rowdy and inconsiderate behaviour in Guildford town centre.

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

None.

7. JOINT CORPORATE HEALTH AND SAFETY MANAGEMENT

Decision:

1. To approve the Head of Paid Service's proposal to create a new post of Joint Corporate Health and Safety Manager as set out in this report.
2. To delegate authority to the Monitoring Officer to amend the current inter-authority agreement between

Ezra
Wallace

Guildford Borough Council and Waverley Borough Council to include the new joint role as set out in this report.

Reason(s):

1. Both councils have committed to working together to further the collaboration including the creation of joints posts where this is demonstrably in the interests of both councils. The council has a legal and moral responsibility to operate in accordance with the Health & Safety at Work etc. Act 1974 and the regulations set out under this legislation. The requirements ensure that as an employer the council operates in a safe manner, so as not to expose employees, visitors and persons impacted by council services, to health and safety risk. The same responsibility applies to both councils, however, at Guildford inhouse waste and grounds maintenance services, and the internal operation of the depot, require additional health and safety management. A review of corporate health and safety arrangements has identified gaps in compliance attributed to a long-standing vacant post at Waverley, and the recent retirement at a key post at Guildford. This presents an opportunity to exploit efficiencies across both councils and to share good practice.
2. The recommendations will deliver capacity and capability to enable health and safety management at all levels of both organisations.
3. To respond to the concerns raised in recent months by staff, service managers and UNISON representatives in relation to the robustness of health and safety arrangements for both councils.
4. This will deliver the capacity and capability needed to embed successes in ongoing collaboration efforts and enhance the pace of future collaboration, transition to shared services and continuous improvement in service delivery and realisation of cashable and non-cashable savings.

5. To create the framework for the corporate health and safety services function which will reduce dependency on expensive external resources and further implement succession planning and career development.

Other options considered and rejected by the Executive:

Option 1 - Do nothing, and reappoint to vacant existing posts in both councils

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

None.

8. TO REVIEW THE RENT OVER PHASE 2 FRIARY CENTRE (1 ONSLOW STREET) *

Decision:

Approve a decrease in the annual rent from £64,907 per annum to £52,231 per annum with effect from the rent review date of 16 January 2024.

Reason(s):

The proposed rent review settlement secures the rent at a level in line with market conditions as at the rent review date and therefore represents best consideration. The rental income will continue to contribute to the total annual rental income stream for the Council.

Other options considered and rejected by the Executive:

To refer the matter to a third-party independent surveyor on application to the RICS Dispute Resolution service as set out within the terms of the lease in the event the parties are unable to reach a negotiated settlement. The application has already been made and the appointed Arbitrator remains on standby, pending further direction from the parties.

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

Charles
Wood

None.

9. **YVONNE ARNAUD GRANT AGREEMENT ***

Decision:

Ezra
Wallace

1. Award a grant of £0.2m to the YAT for a period of 12 months to 31 March 2026 whilst a grant review is undertaken.
2. Include in the grant agreement requirements that the YAT demonstrates how the grant is being used to:
 - **Provide value for money**, demonstrating how the grant will enable the YAT to secure match funding and move towards a more financially sustainable position.
 - **Provide additionality** to the cultural and community offer that would have otherwise been provided by the YAT without the grant.
 - **Support our strategic outcomes** for Guildford, in particular a more inclusive borough and a more prosperous borough.

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 - **Provide value for money**, demonstrating how the grant will enable the YAT to secure match funding and move towards a more financially sustainable position.
 - **Provide additionality** to the cultural and community offer that would have otherwise been provided by the YAT without the grant.
 - **Support our strategic outcomes** for Guildford, in particular a more inclusive borough and a more prosperous borough.

Other options considered and rejected by the Executive:

Option 1: Not continue funding

Option 2: Reduce funding

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

None.

10. AWARD OF CONTRACT FOR CONSTRUCTION OF NEW GBC DEPOT *

Decision:

Abi Lewis

1. Approve the award of the contract for the construction of the new Guildford Borough Council depot to McLaren Construction (Southern) Limited.
2. Delegate to the Strategic Director of Economy, Planning and Place, in consultation with the Lead Councillor for Regeneration and Lead Councillor for Finance and Property, authority to enter into such other contracts and legal agreements connected with the new GBC depot project as may be necessary in compliance with Procurement Procedure Rules, the Council's Constitution and within the approved budget.

Reason(s):

The recommendations in this report support the delivery of the wider Weyside Urban Village programme through the release of the existing depot site for housing, whilst providing a new fit-for-purpose facility accommodating a range of Council services in a single location.

Other options considered and rejected by the Executive:

Do nothing – The Executive could decide not to progress with the recommendations outlined in this report. However, this will mean that the Council will not have a fit-for-purpose depot and Weyside Urban Village will need re-masterplanning, with the Council incurring significant additional and unforeseen cost.

Details of any conflict of interest declared by the Leader or

lead councillors and any dispensation granted:

None.

11. NORTH DOWNS HOUSING LOAN: ANALYSIS AND OPTIONS FOR ADDRESSING OUTSTANDING INTEREST

Decision:

Jo Knight

The Executive resolved to defer consideration of the report to the meeting to be held on 19 June 2025.

Reason(s):

To allow time for the draft year end accounts to become available and for confirmation of the current cash position.

Other options considered and rejected by the Executive:

Not applicable.

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

Councillor Angela Goodwin was a non-executive director of North Downs Housing.

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.