

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

Tuesday, 26th September, 2017

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 Paul Spooner (Lead Councillor for Planning and Regeneration / Historic Environment and Design Champion)

Vice-Chairman:

\*Councillor Matt Furniss (Lead Councillor for Infrastructure and Governance)

\*Councillor Richard Billington, Lead Councillor for Rural Economy, Countryside, Parks and Leisure

\*Councillor Michael Illman, Lead Councillor for Finance and Asset Management  
Councillor Iseult Roche, Lead Councillor for Project Aspire, Health, Safeguarding, and Sport

\*Present

Councillors Geoff Davis and Caroline Reeves were also in attendance.

**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. GUILDFORD SPORTS GROUND CHARITY ANNUAL RETURNS FOR YEAR ENDED 31 MARCH 2016**

Decision:

(1) That the Guildford Sports Ground Charity Annual Account returns for the year ending 31 March 2016, as set out in Appendix 1 to this report, be noted.

(2) That the Principal Corporate Services Solicitor be authorised in consultation with the Chairman and the Parks and Landscape Manager to draft the Charity's Annual Trustee Report for the year ending 31 March 2016.

Joyce  
Hamilton

Reason for Decision:

To comply with the legal requirement that the Charity must keep its registered details up-to-date. If the Trustee fails to submit these returns, it could result in the Charity Commission removing the charity from its register and taking further action.

Alternative options considered and rejected by the Executive Shareholder and Trustee Committee:

None

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

None

**4. WOODBRIDGE ROAD SPORTSGROUND - VARIATION OF THE TRUST TO REMOVE DESIGNATED LAND**

Decision:

Paul Stacey

- (1) That the Woodbridge Road Sportsground Trust be varied to remove the restriction on keeping the Groundsman's Cottage as designated land to allow for the disposal of the property with the proceeds being subject to the terms of the Trust.
- (2) That the capital receipt be invested specifically in refurbishing the existing pavilion to provide fit for purposes changing rooms, toilets and clubroom to enable the playing of sports and other activities in accordance with the vesting deed to support current and further use by the community.

Reason for Decision:

To fulfil the role of sole trustee considering the vesting deed and to further the purposes of the trust.

Alternative options considered and rejected by the Executive Shareholder and Trustee Committee:

None

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

None

**5. SHAREHOLDER GENERAL MEETING FOR NORTH DOWNS HOUSING LIMITED AND GUILDFORD BOROUGH COUNCIL HOLDINGS LIMITED**

Decision:

Joyce Hamilton

That the Executive Shareholder and Trustee Committee -

- (1) supports the proposed appointment of the persons listed in paragraph 2.4 of this report as Directors for the Holding Company and the Housing Company, for a period of four years;
- (2) notes the resignation of a Director to the board of the Holding Company;
- (3) notes the Delegation Matrix, as set out in Appendix 1 to this report; and

- (4) notes the approved Business Plan for the Housing Company, as set out in Appendices 2 and 3 of this report.

Reason for Decision:

To promote good governance by demonstrating a separation between the Council's role as the Municipal Authority and the Council's role as sole shareholder in the Companies.

Alternative options considered and rejected by the Executive Shareholder and Trustee 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 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 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.

