

# Sub Portfolio Programme Board (SPPB)

## Terms of Reference –

### Shaping Guildford's Future (SGF)

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#### Purpose of the GERP Quarterly Portfolio Board

The purpose of the Shaping Guildford's Future (SGF) Programme Board is to provide a forum for the relevant Executive Councillors, Directors and Service Leaders to be informed of the progress of the projects/workstreams within the SGF Programme, and any associated issues arising, on a quarterly basis.

The purpose of the Quarterly Portfolio Board is to review, on an as required basis, the content of each programme of work with respect to:

- Issues arising that require discussion and direction
- Interdependencies
- Funding/financial status
- Risks
- Constraints

Any key output from this meeting is then reported at the Major Projects Portfolio Board. This gives that Board the reassurance that each programme of work/projects is being continuously scrutinised.

The **Programme Board** consists of the following members:

Cllr John Rigg (Chair),	Lead Cllr (Regeneration)
Cllr Joss Bigmore	Leader of the Council
Cllr Julia McShane	Deputy Leader of the Council
Cllr Tim Anderson	Lead Cllr (Resources)
Cllr John Redpath	Lead Cllr (Economy)
Cllr Tom Hunt	Lead Cllr (Development Control)
Cllr Cait Taylor	Lead Cllr (Climate Change)
Cllr Angela Goodwin	Chairman of EAB (Service Delivery)
Cllr Chris Blow	Ward Councillor
Cllr Paul Spooner	Chairman of O&S
Cllr James Steel	Lead Cllr (Environment)
Tom Horwood	Joint Chief Executive
Claire Morris	Resources Director
Dawn Hudd	Strategic Services Director
Ian Doyle	Service Delivery Director
Abi Lewis	Head of Regeneration and Corporate Programmes
Michael Lee-Dickson	Regeneration Lead (WUV)
Marieke van der Reijden	Head of Asset Management & Climate Change Lead
Stuart Harrison	Policy Lead – Planning Policy

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Stephen Rix	Monitoring Officer
Claire Beesly	Senior Specialist – Legal
Riaan Van Eeden	Senior Policy – Planning Policy
Kirstin Kyle	Senior Specialist – Legal

On occasion, invitations could be extended to other Councillors or external parties. Members will be expected to give their expert opinions to guide key decisions on the project. Members will also be expected to convey information back from meetings to their service areas and, in particular, comment on any key interfaces and dependencies that may exist between their service areas and each project/work stream.

### **SGF SPPB Meetings**

Meetings are expected to be held on an as required basis and can be called by any member of the SPPB.

GBC officers will assist with the logistics of setting up the meeting in all cases. However, it is the responsibility of whoever called the meeting to document any outcome for reporting to the Major Projects Portfolio Board.