

EXECUTIVE

20 April 2021

- * Councillor Joss Bigmore (Chairman)
- * Councillor Jan Harwood (Vice-Chairman)

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|----------------------------|---------------------------|
| * Councillor Tim Anderson | * Councillor John Redpath |
| * Councillor Tom Hunt | * Councillor John Rigg |
| * Councillor Julia McShane | * Councillor James Steel |

*Present

Councillors Chris Blow, Colin Cross, Angela Goodwin, Nigel Manning, Ramsey Nagaty, Deborah Seabrook, and Paul Spooner were in attendance.

EX92 APOLOGIES FOR ABSENCE

There were no apologies for absence.

EX93 LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

EX94 MINUTES

The minutes of the meeting held on 23 March 2021 were confirmed as correct record. The Chairman signed the minutes.

EX95 LEADER'S ANNOUNCEMENTS

The Leader welcomed the reopening of retail and hospitality outlets and encouraged residents to support local businesses to recover from lockdown.

A walk-in test centre would open from Wednesday 21 April in the Council Offices at Millmead. The centre would be located in the staff canteen and would provide testing Monday to Friday from 8am until 7.30pm. Free car parking would be available in front of Millmead house, but entry would be via the side entrance, not via reception.

Following the Council's agreement to review the Local Plan with a view to updating it, work would commence shortly to identify and gather evidence and the project plan would be shared publicly as soon as possible.

EX96 URGENT DECISION - GRANT OF PROTECTED LEASE OF LAND AT MIDLETON INDUSTRIAL ESTATE TO UKPN FOR A SUB-STATION

Midleton Industrial Estate was being redeveloped in four phases, with a total of 37 new industrial units being constructed. To meet the power requirements for the development, a new sub-station was required for the site. UK Power Networks (UKPN) had been instructed by the Council to install the sub-station for the development. However, before this could be installed a lease was required between the Council and UKPN.

The lease would allow UKPN to install and maintain a sub-station on behalf of the Council. The installation had been paid for by the Council at a cost of £132,000 and the supply would only be for the benefit of the Council's development and the industrial units that were being constructed.

The lead-in time for construction of the sub-station was 34 weeks and work would only begin when the lease had been agreed. The Managing Director had taken an urgent decision under powers within the scheme of delegation to grant a lease to UKPN for 99 years at a peppercorn rent, which would allow rights of access to and from the sub-station.

The Executive

RESOLVED: That the use by the Managing Director of his urgent decision powers, in consultation with the Leader and the Monitoring Officer, on 26 March 2021 to approve the grant of a 99 year lease at a peppercorn to UKPN in respect of a small plot of land at the Midleton Industrial Estate, Guildford, be noted.

Reasons:

The approval of the new lease to UKPN provided a power supply and allowed the development to continue on schedule ensuring that there were no increased development costs caused by the delayed installation of the sub-station.

EX97 GUILDFORD SPECTRUM REFURBISHMENT SURVEYS

The Guildford Spectrum Leisure Complex was a unique and complex building offering a range of sports and leisure facilities. It was noted the complex had been visited around 45 million times. The venue's original life cycle was expected to be 40-50 years and at 28 years old a revised strategy for its ongoing repair or replacement was required. The venue was the greatest single carbon emissions contributor within the Council's property portfolio because of the nature of the facilities on site. The impact of Covid 19 in particular and future implications had necessitated a review of all options in respect of the long-term future of the existing building.

Funding of £300,000 originally set aside in 2019 to explore the feasibility of replacing the building remained available since that option was not presently being pursued. The Executive considered a report seeking approval for the transfer of that funding to undertake a range of specialist surveys to assess the anticipated life span of the venue (including the building fabric, the mechanical, electrical and plumbing systems) and what programme of investment might be required to extend the life expectancy of the building and plant. In addition, the surveys would identify opportunities to reduce carbon emissions and update the operational technology of the venue. Two part-time fixed-term members of staff in Asset Management and Corporate Programmes would coordinate the procurement of the surveys and the ultimate consolidation of the data into a report for councillors. Thereafter, there could be a need for further senior specialist external advice associated with the consolidation of the diverse data sources.

The Chairman of the Service Delivery Executive Advisory Board informed the meeting that the recommendations as set out for the Executive were supported by the EAB when considered previously.

The Executive requested that the reports and recommendations arising from the studies should be accessible with clear options for the Council to consider.

The Executive

RESOLVED:

- (1) That the spending of £300,000 from the carry forward reserve to enable the collection of comprehensive survey data on the existing venue, be approved.
- (2) That the procurement of a range of surveys from suitably qualified specialists, as detailed in paragraph 3.9 (a) to (h) inclusive of the report submitted to the Executive, be approved.

- (3) That the appointment of two fixed-term part-time positions to facilitate this stage of the project, be approved.

Reasons:

This proposed collection of survey data is much more comprehensive than any survey process previously undertaken in respect of the venue. This will allow councillors to make an informed decision about the remaining lifespan of the existing facility and whether that lifespan can be effectively extended, and if so, for how long, within acceptable economic parameters. Any decision to refurbish such an important venue for the community must be made on the best available information as the investment to significantly extend the life of venue is likely to be substantial.

The meeting finished at 7.34 pm

Signed

Chairman

Date

STATEMENT OF EXECUTIVE DECISIONS

Tuesday, 25th May, 2021

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 Joss Bigmore

(Leader of the Council and Lead Councillor for Service Delivery)

Vice-Chairman:

*Councillor Jan Harwood

(Deputy Leader of the Council and Lead Councillor for Climate Change)

*Councillor Tim Anderson, (Lead Councillor for Resources)

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

*Councillor Julia McShane, (Lead Councillor for Community and Housing)

*Councillor John Redpath, (Lead Councillor for Economy)

*Councillor John Rigg, (Lead Councillor for Regeneration)

*Councillor James Steel, (Lead Councillor for Environment)

*Present

Councillors Chris Blow, Angela Goodwin, Diana Jones, Nigel Manning, Ramsey Nagaty, George Potter, Tony Rooth, Deborah Seabrook, Paul Spooner were also in attendance.

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 interest.

3. MINUTES

The minutes of the meeting held on 20 April 2021 would be confirmed when the Executive next met collectively.

4. LEADER'S ANNOUNCEMENTS

The Leader provided an update regarding the Covid pandemic locally. There had been reports of surge testing in the area. There had been a small number of cases of the Indian variant of Coronavirus in North-East Hampshire. Hampshire County Council were leading on testing and as a precaution had extended the offer of tests to those on the Surrey-Hampshire border in the GU12 postcode, in Ash and Ash Vale. Those

who lived or worked in the GU12 postcode district of the borough who did not have Coronavirus symptoms could book a test from 26 May until 9 June. Information was available on the Council's social media pages and Hampshire County Council's website with details of how to book a test at sites in Aldershot, Farnborough, Fleet or Blackwater.

Surrey County Council's Symptom-Free Test Centre at Millmead was being closed on Friday, 28 May as residents preferred to test at home. Home Test kits were available from local pharmacies or could be ordered online.

The Leader reported that the paddling pool in Stoke Park had reopened in time for half-term. Safety measures were in place with visits of no more than one hour requested so as to avoid crowds.

Guildford Museum was reopening from midday on Wednesday 26 May and would be open Wednesday to Saturday each week, from 12pm until 4.30pm. Entry was free.

A new exhibition celebrated Guildford's most famous artist, Georgian portrait painter to the Royal Family, John Russell.

The Farmers' Market was back on the High Street from Tuesday 1 June, from 10.30am – 3.30pm with lots of delicious local produce. Safety measures would remain in place to help to protect visitors and stallholders.

5. SURREY LEADERS' GROUP NOMINATIONS 2021-22

John
Armstrong

Decision:

The Leader noted the report with no further action required, although he would consider any late nominations up to the deadline of 8 June 2021.

Reason(s):

There were no councillor nominations received for the vacancies.

Other options considered and rejected by the Leader:

None

Details of any conflict of interest declared by the leader and any dispensation granted:

None

6. URGENT DECISION ON THE GRANT OF TWO LICENCES OVER THE FORMER STAFF RESTAURANT AND CIVIC SUITE AT MILLMEAD HOUSE, GUILDFORD, TO SURREY COUNTY COUNCIL FOR USE AS A LATERAL FLOW TEST CENTRE

Decision:

The Leader noted that the Managing Director, in consultation with the Leader of the Council and the Monitoring Officer, used his urgent decision powers to grant two licences at nil consideration to Surrey County Council for use of the former staff restaurant and subsequently the Civic Suite, at Millmead House, for use as a Lateral Flow Test Facility.

Mark
Appleton

Reason:

The approval of the new licences to Surrey County Council would provide support to the County Council in the fight against the ongoing Covid Pandemic.

Other options considered and rejected by the Leader:

None

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

None

7. GUILDFORD ECONOMIC REGENERATION PROGRAMME MASTER PLAN STRATEGY *

Decision:

Michael Lee-
Dickson

(1) To endorse the Stage 1 report and approve proceeding to Stage 2.

(2) To transfer a capital sum of £1.1 million from provisional to the approved capital programme to enable the Council to fund fees and surveys and deliver stage 2 of the programme.

Reasons:

- This programme has major benefits for Guildford's community and businesses by delivering a pro-active strategy to address the economic and physical constraints facing the town, including the retail downturn and the impact of the COVID19 situation.
- To support resolution C029 of the Council made 23 July 2019 (Notice of Motion: Town Centre Masterplanning).

Other options considered and rejected by the Leader:

To not endorse the programme and cease work thereby delaying the delivery of a strategy for the Economic Regeneration of Guildford town centre.

Details of any conflict of interest declared by the Leader 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.

STATEMENT OF EXECUTIVE DECISIONS

Tuesday, 22nd June, 2021

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 Joss Bigmore

(Leader of the Council and Lead Councillor for Service Delivery)

Vice-Chairman:

*Councillor Jan Harwood

(Deputy Leader of the Council and Lead Councillor for Climate Change)

*Councillor Tim Anderson, (Lead Councillor for Resources)

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

*Councillor Julia McShane, (Lead Councillor for Community and Housing)

*Councillor John Redpath, (Lead Councillor for Economy)

*Councillor John Rigg, (Lead Councillor for Regeneration)

*Councillor James Steel, (Lead Councillor for Environment)

*Present

Councillors Chris Blow, Colin Cross, Angela Goodwin, Angela Gunning, Ramsey Nagaty and Maddy Redpath were also in attendance.

Agenda Item No.

Officer(s) to action Item

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from the Leader of the Council, Councillor Joss Bigmore.

2 LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

3 MINUTES

The decisions of the Leader of the Council made in consultation with the Executive on 25 May 2021 were as published.

4 LEADER'S ANNOUNCEMENTS

The Deputy Leader announced that the Surrey Heartlands Healthcare Team celebrated its one millionth Covid vaccination last week and was pleased to note that currently everyone over the age of eighteen years was now eligible to be vaccinated.

It was noted that this week was 'Armed Forces Week'. The Mayor,

Councillor Marsha Moseley, consort Councillor Nigel Manning and Armed Forces Champion Councillor Tom Hunt had all been present for the raising of the Union Flag over Guildford Castle in recognition. 'Armed Forces Day' would be held on Saturday 26 June.

5 SHALFORD COMMON LAND MANAGEMENT

Decision:

Hendryk Jurk

The Deputy Leader of the Council considered the consultation results and agreed:

1. The options for seven priority areas to carry out the next steps; and
2. To introduce new byelaws for Shalford Common to support the proposed actions

Reasons:

1. Compliance with the Council's statutory obligations as landowner to protect Shalford Common from encroachments in line with the Commons Act 2006 including the prevention of unauthorised parking
2. Reduction of conflicts and complaints regarding unauthorised car parking
3. Provision of car parking areas compliant with the Commons Act 2006
4. Protection of biodiversity on Shalford Common which is a designated Site of Nature Conservation Interest

Other options considered and rejected by the Deputy Leader:

None.

Details of any conflict of interest declared by the Deputy Leader and any dispensation granted:

None

6 *SAVINGS STRATEGY 2022-23 TO 2025-26

Claire Morris

Decision:

To approve the updated savings strategy set out in the report and Appendix 1

Reason:

To ensure the Council remains financially sustainable into the medium term.

Other options considered and rejected by the Deputy Leader:

None

Details of any conflict of interest declared by the Deputy Leader and any dispensation granted:

None

NOTES:

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- (b) The call-in procedure is as follows:
 - (iii) the Chairman of the Overview and Scrutiny Committee; or
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 - (ii) which is likely to have a significant impact on two or more wards within the Borough.

STATEMENT OF EXECUTIVE DECISIONS

Tuesday, 6th July, 2021

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 Joss Bigmore
(Leader of the Council and Lead Councillor for Service Delivery)

Vice-Chairman:

*Councillor Jan Harwood
(Deputy Leader of the Council and Lead Councillor for Climate Change)

*Councillor Tim Anderson, (Lead Councillor for Resources)

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

*Councillor Julia McShane, (Lead Councillor for Community and Housing)

*Councillor John Redpath, (Lead Councillor for Economy)

*Councillor John Rigg, (Lead Councillor for Regeneration)

Councillor James Steel, (Lead Councillor for Environment)

*Present

Councillors Chris Blow, Angela Gunning, Diana Jones, Ramsey Nagaty, Deborah Seabrook, Paul Spooner and Catherine Young were in attendance.

Agenda Item No.

Officer(s) to action Item

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor James Steel, Lead Councillor for Environment.

2 LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

3 LEADER'S ANNOUNCEMENTS

The Leader of the Council made no announcements.

4 LOCAL GOVERNMENT COLLABORATION *

Decision of the Leader:

To recommend to Full Council:

1. That Full Council agrees to pursue the option of creating a single management team with Waverley Borough Council, comprised of statutory officers (Head of Paid Service; Chief Finance Officer;

Monitoring Officer), directors and heads of service as the most appropriate means for bringing forward business cases for future collaboration.

2. That Full Council authorises the Council's Lead Specialist - HR to take the necessary action, in consultation with Waverley Borough Council and with the support and advice from South East Employers and as set out within the addendum to Appendix 3 of the report, to begin making arrangements for a recruitment and selection of a single joint Chief Executive (acting as Head of Paid Service for both Guildford and Waverley Borough Councils) in accordance with the table showing the anticipated stages in the process and approximate timelines referred to in the "Not for Publication" Appendix to the Supplementary Information Sheet circulated to councillors prior to the meeting.
3. That a report be submitted to the Council at its next meeting on 28 July 2021 on the following matters:
 - (a) heads of terms for the proposed inter-authority agreement to establish governance arrangements for joint working;
 - (b) the proposed job description and terms and conditions in respect of the appointment of a Joint Chief Executive; and
 - (c) the establishment of a joint appointments committee, including its composition and terms of reference.

Reason:

To seek direction on the next steps for collaboration with Waverley Borough Council.

Other options considered and rejected by the Leader:

Option A: To do nothing further

Option B: Commission further research with a defined scope

Option C: A shared services approach on a specific set of shared services and procurements

Option F: Single staffing team serving two democratic councils

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

None.

5

**WEYSIDE URBAN VILLAGE DEVELOPMENT UPDATE
AMENDMENTS TO THE TRANSACTION WITH THAMES WATER
AND APPROPRIATION OF LAND FOR PLANNING PURPOSES # ***

Decision of the Leader:

Michael Lee-
Dickson

1. That the Managing Director be authorised, in consultation with the Leader of the Council, to sign and complete the Deed of Variation to the Thames Water Agreement with Thames Water and to proceed with the implementation of the relocation of the Sewage Treatment Works and associated works.
2. That, pursuant to s122 of the Local Government Act 1972, the Council owned land shown outlined in blue on the plan at Appendix 1 to the report submitted to the Executive be

appropriated for planning purposes in connection with the implementation of the Weyside Urban Village in so far as it is not already held for those purposes.

3. That it be noted and recorded that the land to be acquired by the Council from Thames Water pursuant to the Thames Water Agreement (as varied) and any further land to be acquired by the Council for, or in connection with, the Weyside Urban Village development is to be acquired pursuant to s227 of the Town & Country Planning Act 1990 for planning purposes to enable the implementation of the Weyside Urban Village.
4. That the call in procedure be waived in respect of the decisions referred to in paragraphs (1) to (3) above.

Reason(s):

To enable the completion of the Deed of Variation at the earliest opportunity and to ensure that there is clarity as to the powers under which, and the purposes for which, land needed for or in connection with the Weyside Urban Village is held or acquired by the Council.

Other options considered and rejected by the Leader:

None

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

None

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