

STATEMENT OF EXECUTIVE DECISIONS

Thursday, 27th October, 2022

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 Julia McShane (Leader of the Council) *

Vice-Chairman:

Councillor Joss Bigmore ((Deputy Leader of the Council))

Councillor Tim Anderson, (Lead Councillor for Resources) *

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

Councillor John Redpath, (Lead Councillor for Economy) *

Councillor John Rigg, (Lead Councillor for Regeneration) *

Councillor James Steel, (Lead Councillor for Environment)

Councillor Cait Taylor, (Lead Councillor for Climate Change) *

*Present

Councillor Ramsey Nagaty was in virtual attendance.

**Agenda
Item No.**

**Officer(s) to
action Item**

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Joss Bigmore, Deputy Leader of the Council and Councillor James Steel, Lead Councillor for Environment.

2. LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST

There were no declarations of interest.

3. MINUTES

The minutes of the meeting held on 22 September 2022 was a correct record. The Chairman signed the minutes.

4. LEADER'S ANNOUNCEMENTS

The Leader of the Council made the following announcements.

Community Services continued to provide borough-wide support to residents. The Community Fridge and Thrive at the Hive provided food, household items and clothing. For those residents unable to reach the Hive there was a 'Bundle and Delivery' service or selected items could be collected on behalf of residents. Pop-up support events were being organised across the borough. Community groups might request a pop-up event for their area by contacting Community Services. There was also assistance available to connect residents with other support agencies and food banks operating across the borough. There would a 'Cost of Living Crisis' forum in early November involving all partner agencies to ensure support was available across the borough. More information regarding services offered by the Council was available on the Council's website and Surrey County Council's website.

[Help with the cost of living - Guildford Borough Council](#)

[Cost of Living financial support available - Surrey County Council \(surreycc.gov.uk\)](#)

Community Services could be contacted directly by telephone 01483 444150 or by email community.wellbeing@guildford.gov.uk

Guildford Fire Station's Veteran's Hub had been open since 2019 as a regular drop-in venue to provide support for ex-service personnel and retired blue-light colleagues. Special dates coming up for the Hub were a Remembrance tea on Saturday 12 November from 4-6pm, to include a one-minute's silence and the Last Post and on Thursday 8 December from 7-9pm there would be a Hub Open Evening including a meal for those unable to attend the daytime sessions.

Following the recent Tillingbourne by-election, the Leader welcomed new member Councillor Richard Morris to the Council.

There were updated proposals for the Guildford Park Road site which would be on display next month at Grace Church, Guildford Park Rd, Guildford GU2 7NF on Monday 7 November from 3-7pm and on Tuesday 8 November from 1:30-5:30pm. There would be a webinar presentation on Thursday 3 November from 6-7pm. Registration was available to receive more updates from,

www.guildfordparkroad.co.uk

Guildford Park Road would provide a range of much needed housing for local people to rent and buy. The housing would be energy efficient and well located near to the town and public transport.

The Farmers' Market was on Tuesday 1 November and every first Tuesday of the month.

There would be a Firework Fiesta on Saturday 5 November at Stoke Park run by the Guildford Lions Club. The event would open at 6pm with fireworks from 8:30pm. All proceeds would be directed to local charities and the Prostate Project. There would live music, children's entertainment and food and drink available and free parking. Tickets were available from www.seetickets.com

Remembrance Sunday was on 13 November and the Council's event would start at 9am on the High Street. More information and a timetable were available from the Civic Secretary.
civicsecretary@guildford.gov.uk

The Mayor's 'Wine Bluff' would be held on 19 November from 7:45pm at the Royal Grammar School. Tickets were available from the Civic Secretary. Funds raised would be directed to Challengers, the Mayor's chosen charity. Teams were of 8-10 players and tickets were £35 per person.

5. TO CONSIDER ANY RECOMMENDATIONS FROM THE OVERVIEW AND SCRUTINY COMMITTEE

The intention of the report was to collate and track progress of all recommendations made by the Overview and Scrutiny Committee to the Executive throughout the year, and to log the Executive decisions on the submitted matters.

The Executive noted the report and that there had been no updates since the previous meeting.

6. CAPITAL AND INVESTMENT OUTTURN REPORT 2021-22

Decision:

1. Approved the removal of the following schemes from the capital programme:

- Albury closed burial grounds £57,000 in 2022/23
- Mill Lane Flood Protection works - £16,000 2022/23 and £200,000 2023/24
- Merrow & Burpham surface water study - £15,000 in 2022/23

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Worsfold

2. Recommended to Council at the meeting to be held on 6 December 2022,
 - That the capital and investment outturn report be noted.
 - That the actual prudential indicators reported for 2021/22, as detailed in Appendix 1 to the committee report, be approved.

Reason(s):

1. To comply with the Council's treasury management policy statement, the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on treasury management and the CIPFA Prudential Code for Capital Finance in Local Authorities.
2. As per the treasury management code although the scrutiny of treasury management (and indeed all finance) has been delegated to CGSC ultimate responsibility remains with full Council this report therefore fulfils that need.

Other options considered and rejected by the Executive:

1. To have invested in lower credit quality investments, but this would have increased the Council's risk exposure.
2. To have borrowed longer-term for the Council's capital programme but would have suffered a cost of carry due to the slippage in the programme.

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

None.

7. HOUSING REVENUE ACCOUNT - REVENUE OUTTURN REPORT 2021-22

Decision:

Noted the final outturn position and endorsed the decision, taken under delegated authority to transfer £2.5 million to the reserve for future capital, and £7.84 million to the new build reserve from the revenue surplus of £10.339 million in 2021-22.

Reason(s):

To allow the Statutory Statement of Accounts to be finalised and subject to external audit prior to approval by the Council.

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.

8. GENERAL FUND REVENUE OUTTURN REPORT 2021-22

Decision:

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Noted the Council's final outturn position and endorsed the decisions taken under delegated authority to transfer the underspend to the Budget Pressures reserve and to make a transfer between the business rates retention reserve and the ICT renewals reserve.

Reason(s):

To note the final outturn position for 2021-22 and to facilitate the ongoing financial management of the Council.

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.

9. HOUSING INVESTMENT PROGRAMME - ACQUISITION OF LAND AND BUILDINGS FOR THE HOUSING REVENUE ACCOUNT *

Decision:

Siobhan
Rumble/ Matt
Gough

That the existing Housing Revenue Account (HRA) Acquisition Provisional Budget of £7 million for 2022-23 and 2024-25 is moved to the HRA Approved Capital Programme

Reason(s):

To facilitate the delivery of social housing whilst contributing to the Councils plan to fully utilise Right to Buy receipts.

Other options considered and rejected by the Executive:

2. Do nothing: End the current element of the programme, and potentially repay RTB receipts, plus interest, to the Government as they may not be utilised.
3. Defer a decision until the next HRA Budget is brought forward in 2023: End the current scheme and not progress schemes and opportunities currently in development and remodel the

Future Programme for consideration

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

None.

10. FUTURE OF INTERNAL AUDIT

Decision:

Peter Vickers

- (1) That, with effect from 1 April 2023, the Council discharges its Internal Audit Function under Section 101 of the Local Government Act 1972 to Hampshire County Council so that Southern Internal Audit Partnership (SIAP) can provide the Internal Audit Service for Guildford Borough Council.
- (2) That the Council's Section 151 and Monitoring Officers be authorised to enter into the Joint Working Agreement by way of a deed of accession with Southern Internal Audit Partnership and undertake all necessary legal arrangements to do so.
- (3) That the Section 151 Officer or nominated officer represents the Council's interests by becoming a voting member of the Southern Internal Audit Partnership Key Stakeholder Board.

Reason(s):

To ensure good governance arrangements and internal control by undertaking an adequate level of internal audit coverage through discharging the Council's functions as permitted by the S101(5) of the Local Government Act 1972.

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.

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.