

THE FORWARD PLAN

(INCORPORATING NOTICE OF KEY DECISIONS TO BE TAKEN BY THE EXECUTIVE AND NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE)

Schedule 1 to this document sets out details of the various decisions that the [Executive](#) and full [Council](#) are likely to take over the next twelve months in so far as they are known at the time of publication. Except in rare circumstances where confidential or exempt information is likely to be disclosed, all decisions taken by the Executive and full Council are taken in public, and all reports and supporting documents in respect of those decisions are made available on our website.

Members of the public are welcome to attend and, in most cases, participate in all of our meetings and should seek confirmation as to the timing of any proposed decision referred to in the Forward Plan from the Committee Services team by telephone on 01483 444102, or email committeeservices@guildford.gov.uk prior to attending any particular meeting (see note below for special arrangements for remote meetings during the Coronavirus crisis).

Details of the membership of the Executive and the respective areas of responsibility of the Leader of the Council and the lead councillors are set out in Schedule 2 to this document.

Key decisions

As required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, this document also contains information about known key decisions to be taken during this period.

A key decision is defined in the Council's Constitution as an executive decision which is likely to result in expenditure or savings of at least £200,000 or which is likely to have a significant impact on two or more wards within the Borough.

A key decision is indicated in Schedule 1 by an asterisk in the first column of each table of proposed decisions to be taken by the Executive.

In order to comply with the publicity requirements of Regulation 9 of the 2012 Regulations referred to above, we will publish this document at least 28 clear days before each meeting of the Executive by making it available for inspection by the public on our website: <http://www.guildford.gov.uk/ForwardPlan>

Availability of reports and other documents

Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document to be submitted to a decision-maker for consideration in relation to a matter in respect of which a decision is to be made will normally be available for inspection on our website five clear working days before the meeting, or the date on which the proposed decision is to be taken.

Other documents relevant to a matter in respect of which a decision is to be made may be submitted to the Executive, or to an individual decision maker, before the meeting or date on which the decision is to be taken, and copies of these will also be available online.

Taking decisions in private

Where, in relation to any matter to be discussed by the Executive, the public may be excluded from the meeting due to the likely disclosure of confidential or exempt information, the documents referred to above may not contain any such confidential or exempt information.

In order to comply with the requirements of Regulation 5 of the 2012 Regulations referred to above, Schedule 1 to this document will indicate where it is intended to deal with any matter in private due to the likely disclosure of confidential or exempt information. Where applicable, a statement of reasons for holding that part of the meeting in private together with an invitation to the public to submit written representations about why the meeting should be open to the public when the matter is dealt with will be set out on the relevant page of Schedule 1.

James Whiteman Managing Director

Guildford Borough Council Millmead House
Millmead Guildford
GU2 4BB

Dated: 28 April 2020

Special Arrangements to be put in place during Coronavirus crisis

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ["the Regulations"] allow local authorities to hold meetings remotely, including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming.

The Regulations further modify existing legislative provisions to remove the requirement for local authorities to hold annual meetings, and to enable requirements for public and press access to local authority meetings and associated documents to be complied with through remote means and website access.

The Regulations apply to meetings of the Council, the Executive, Guildford Joint Committee, and all committees or sub-committees of these bodies, including Executive Advisory Boards.

SCHEDULE 1

COUNCIL 5 May 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Local Plan:- Development- Management Policies	To approve the Development- Management Policies for Regulation- 48	No	Report to Council (05/05/2020) Incorporating- comments- from Place- Making and Innovation- EAB (17/02/2020) And Leader of the Council (24/03/2020)	Stuart Harrison- 01483 444512 john.armstrong@guildford.gov.uk
Designation of Monitoring Officer	To agree arrangements for the designation of the Council's Monitoring Officer following Robert Parkin's departure.	No	Report to Council (05/05/2020) Incorporating- comments/ recommendation s from Employment Committee (06/03/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

<p>Non-attendance at meetings: waiver of six-month Councillor attendance rule</p>	<p>To waive the requirements of Section 85(1) of the Local Government Act 1972 by granting special dispensation to all councillors for any non-attendance at meetings for such a period as may be necessary due to the coronavirus outbreak.</p>	<p>No</p>	<p>Report to Council (05/05/2020)</p>	<p>James Dearling 01483 444141 James.dearling@guildford.gov.uk</p>
<p>Coronavirus Crisis</p>	<p>To approve a supplementary revenue estimate</p>	<p>No</p>	<p>Report to Council (05/05/2020) Incorporating recommendations from Executive (21/04/2020)</p>	<p>Claire Morris 01483 444827 Claire.morris@guildford.gov.uk</p>

COUNCIL 19 May 2020 (Selection Council Meeting)

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Appointment to committees 2020-21	To agree the numerical allocation of seats to political groups on committees and to agree the membership and (where appropriate) substitute membership of those committees, including the election of committee chairmen and vice-chairmen.	No	Report to Council (13/05/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

EXECUTIVE: 26 May 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Surrey Leaders' Group	To consider and approve nominations to the Surrey Leaders' Group for appointments of district council representatives on outside bodies.	No	Report to Executive (26/05/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Procurement Strategy	To adopt the procurement strategy	No	Report to Executive (26/05/2020)	Faye Gould 01483 444120 faye.gould@guildford.gov.uk
*	Parking Study	To consider a parking study.	No	Report to Executive (26/05/2020)	Chris Wheeler 01483 445030 Chris.wheeler@guildford.gov.uk

EXECUTIVE: 23 June 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Capital and Investment Outturn Report 2019-20	(1) To note the Capital and Investment Outturn Report for 2019-20. (2) To approve the actual prudential indicators for 2019-20.	No	Report to Executive (23/06/2020) and Council (28/07/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
*	Revenue Outturn Report 2019-20	(1) To note the final position on the General Fund and the Collection Fund revenue accounts for the 2019-20 financial year. (2) To determine how any available balances are to be used.	No	Report to Executive (23/06/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
*	Housing Revenue Account: draft final Accounts 2019-20	To consider the draft accounts for 2019-20 and agree any transfers to earmarked reserves before the statutory Statement of Accounts is signed by the Chief Financial Officer.	No	Report to Executive (23/06/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Annual Governance Statement 2019-20	To adopt the Council's Annual Governance Statement for 2019-20	No	Report to Executive (23/06/2020) And Incorporating comments/recomm endations of Corporate Governance and Standards Committee (18/06/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

EXECUTIVE SHAREHOLDER AND TRUSTEE COMMITTEE 21 July 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Sutherland Memorial Park	To renew the lease to Guildford City Youth Project	No	Executive Shareholder and Trustee Committee (23/06/2020)	Simon Goldsworthy 01483 444593 simon.goldsworthy@guildford.gov.uk

EXECUTIVE: 21 July 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Crematorium Project	To approve the supplementary capital estimates	No	Report to Executive (21/07/2020) and Council (28/07/2020)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*	Climate Emergency Response: Actions for achieving Net Zero Carbon across Council Operations	Approval of high level Action Plan for working towards net-zero carbon within the Council's operations.	No	Report to Executive (21/07/2020)	Alex Swainson 01483 444509 alex.swainson@guildford.gov.uk

COUNCIL: 28 July 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Citizen's Assembly on The Climate Crisis	To debate petition.	No	Report to Council (28/07/2020) And Executive (25/08/2020)	John Armstrong 01483 444102 John.armstrong@guildford.gov.uk
Review of Overview and Scrutiny Annual Report	To note the annual report on overview and scrutiny function, including review of "call-in" and "urgency" provisions and future work programme.	No	Report to Council (28/07/2020) Incorporating comments/recommendations of Overview and Scrutiny Committee (7/07/2020)	James Dearling 01483 444141 james.dearling@guildford.gov.uk
Capital and Investment Outturn Report 2019-20	(1) To note the Capital and Investment Outturn Report 2019-20 (2) To approve the actual prudential indicators reported for 2019-20	No	Report to Council (28/07/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (18/06/2020) and Executive (23/06/2020)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk
Crematorium Project	To approve supplementary capital estimates.	No	Report to Council (28/07/2020) Incorporating comments/recom mendations of Executive (21/07/2020)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Reviews of various corporate governance related matters	<p>To consider proposals from the task group in respect of reviews of various corporate governance related matters including:</p> <ul style="list-style-type: none"> (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications 	No	<p>Report to Council (28/07/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (18/06/2020)</p>	<p>Robert Parkin 01483 444135 robert.parkin@guildford.gov.uk</p> <p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>
Review of Executive Advisory Boards	<p>To review the effectiveness of the operation of Executive Advisory Boards in the light of a strengthened Forward Plan process and better work programming.</p>	No	<p>Report to Council (28/07/2020) Incorporating comments/recommendations of Place-Making EAB (06/07/2020) and Community EAB (09/07/2020)</p>	<p>John Armstrong 01483 444102 john.armstrong@guildford.gov.uk</p>

EXECUTIVE: 25 August 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Citizen's Assembly on the Climate Crisis	Subject to debate at full Council on 28 July 2020, to consider any recommendation arising from the full Council debate as to how the Council should respond formally to the petition.	No	Report to Executive (25/08/2020) Incorporating recommendations from Council (28/07/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

EXECUTIVE: 22 September 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Timetable of Council and Committee Meetings 2021- 22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Executive (22/09/2020) and Council (6/10/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Policy on Debt Recovery	To develop a policy on how the Council manages debt recovery	No	Report to Executive (22/09/2020) Incorporating comments/ recommendations of Community EAB (09/07/2020)	Siobhan Rumble 01483 444296 siobhan.rumble@guildford.gov.uk Belinda Hayden 01483 444867 belinda.hayden@guildford.gov.uk Maureen Wilson 01483 444837 maureen.wilson@guildford.gov.uk

*	Strategic Development Framework SPD	To adopt the Strategic Development Framework SPD	No	Report to Executive (22/09/2020)	Simon Lee 01483 444670 simon.lee@guildford.gov.uk
*	Climate Change, Sustainable Design, Construction and Energy SPD	To adopt the Climate Change, Sustainable Design, Construction and Energy SPD	No	Report to Executive (22/09/2020)	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk

COUNCIL: 6 October 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Timetable of Council and Committee Meetings 2021-22	To consider and adopt the timetable of Council and Committee meetings for the 2021-22 municipal year.	No	Report to Council (6/10/2020) Incorporating comments/recommendations of Executive (22/09/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Lovelace Neighbourhood Plan	To adopt the Lovelace Neighbourhood Plan	No	Report to Council (6/10/2020)	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk
Review of corporate governance matters	To consider proposal from the task group in respect of reviews of various corporate governance matters including: (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications	No	Report to Council (06/10/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (30/07/2020) and (24/09/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk and Robert Parkin 01483 444135 robert.parkin@guildford.gov.uk

EXECUTIVE: 27 October 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Annual Audit Letter 2019-20	To approve the Annual Audit Letter for 2019-20.	No	Report to Executive (27/10/2020) Incorporating comments/recommen- dations from Corporate Governance and Standards Committee (24/09/2020)	Claire Morris 01483 444827 claire.morris@guildford.gov.uk

EXECUTIVE: 24 November 2020

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Executive (24/11/2020) and Council (08/12/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
	Summary of transactions at less than best consideration.	Reporting on all less than best consideration transactions entered into annually.	No	Report to Executive (24/11/2020)	Mark Appleton 01483 444364 mark.appleton@guildford.gov.uk
*	Future Operating Models for frontline services	To approve Future Operating Models for frontline services.	No	Report to Executive (24/11/2020) Incorporating comments/recommendations of Place Making EAB (6/07/2020)	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk

	Councillor Working Groups	To review the current councilor working groups, and to determine whether they should continue in their present format, and if so to confirm the political composition of	No	Report to Executive (24/11/2020) Incorporating comments/recommendations of Community EAB (15/10/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
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COUNCIL: 8 December 2020

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Selection of the Mayor and The Deputy Mayor 2021-22	To submit nominations for the selection of the Mayor and The Deputy Mayor 2021-22 to Council for consideration.	No	Report to Council (8/12/2020) Incorporating comments/recommendations of the Executive (24/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk
Review of corporate governance matters	To consider proposal from the task group in respect of reviews of various corporate governance matters including: (a) The Councillors' Code of Conduct (and policy on acceptance/registration of gifts and hospitality) (b) Compliance with the 15 best practice recommendations contained in the report of the CSPL, Local Government Ethical Standards (c) Guidance on social media use by Councillors (d) Internal communications	No	Report to Council (08/12/2020) Incorporating comments/recommendations of Corporate Governance and Standards Committee (19/11/2020)	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk and Robert Parkin 01483 444135 robert.parkin@guildford.gov.uk

EXECUTIVE: 5 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Pitch Strategy	To adopt a Pitch Strategy	No	Report to Executive (5/01/2021) Incorporating comments/ recommendations of Community EAB (04/07/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk

EXECUTIVE: 26 January 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
	Capital and Investment Strategy (2021-22 to 2045-25)	To comment on various recommendations to the Executive and Council	No	Report to Executive (26/01/2021) Incorporating comments/recommendations of the Corporate Governance and Standards Committee (14/01/2021) Council (10/02/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

COUNCIL: 10 February 2021

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Capital and Investment Strategy (2021-22 to 2045-25)	To comment on various recommendations to the Executive and Council	No	Report to Council (10/02/2021) Incorporating comments/recommendations of the Corporate Governance and Standards Committee (14/01/2021) and Executive (26/01/2021)	Victoria Worsfold 01483 444834 victoria.worsfold@guildford.gov.uk

EXECUTIVE: 23 March 2021

Key Decision (asterisk indicates that the decision is a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*	Regeneration of Guildford town centre	To consider an aspirational council document to guide development in the town centre	No	Report to Executive (23/03/2021) Incorporating comments/ recommendations of Place-Making and Innovation EAB (12/10/2020)	Tracey Coleman 01483 444827 tracey.coleman@guildford.gov.uk

UNSCHEDULED ITEMS – EXECUTIVE/COUNCIL

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision- maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
u	The Housing Allocation Scheme	Executive to agree and updated Scheme for allocating housing	No	Executive and EABs	Siobhan Kennedy 01483 444247 Siobhan.kennedy@guildford.gov.uk
*u	New Housing Strategy (including the Homelessness Prevention and Rough Sleeping Strategies) 2020-2025	To develop a new housing strategy to include the statutory elements of homelessness prevention and rough sleeping	No	Executive and EABs	Siobhan Kennedy 01483 444247 Siobhan.kennedy@guildford.gov.uk
u	Tenancy Strategy	To set out the terms and conditions of tenancies to be offered by all registered providers within Guildford	No	Executive and EABs	Siobhan Rumble 01483 444296 Siobhan.rumble@guildford.gov.uk
*u	Bedford Wharf Plaza Landscaping Scheme	To approve the landscaping scheme following public consultation	No	Executive and Place-Making EAB	Dermot Whelan 07800 540145 dermot.whelan@guildford.gov.uk
u	Pest Control Services	To consider proposal to introduce charging for pest control treatments (rats and mice)	No	Executive and Community EAB	Justine Fuller 01483 444370 Justine.fuller@guildford.gov.uk

u	Charging for Regulatory Services	To consider proposal to charge for pre-application advice	No	Executive	Justine Fuller 01483 444370 Justine.fuller@guildford.gov.uk
*u	Property Investment Strategy	To approve a new property investment strategy which will provide a robust and viable framework for the organization and retention of commercial properties located within the borough.	No	Executive	Melissa Bromham 01483 444587 melissa.bromham@guildford.gov.uk
u	Transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park	To agree the transfer from provisional to approved capital programme for the surfacing of Burchatts Farm Barn car park.	*Yes Appendix 3	Executive	Sally Astles 01483 444728 sally.astles@guildford.gov.uk
u	Bike Share Scheme	To approve approach and programme for the procurement and commissioning of a town-wide bike share scheme.	No	Executive	Donald Yell 01483 444659 donald.yell@guildford.gov.uk
*u	Transfer of Gosden Common to Bramley Parish Council	To consider and approve the transfer of Gosden Common to Bramley Parish Council – Awaiting report schedule	No	Executive	Fiona Williams 01483 444999 fiona.williams@guildford.gov.uk
u	Puttenham Neighbourhood Plan	To adopt the Puttenham Neighbourhood Plan. Report estimated 2021.	No	Council	Dan Nunn 01483 444671 daniel.nunn@guildford.gov.uk
u	Send Neighbourhood Plan	To adopt the Send Neighbourhood Plan. Report estimated early 2021.	No	Council	Gavin Stonham 01483 444464

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
*u	Surrey Waste Partnership – Inter Authority Agreement	To confirm the formation of a Joint Committee to replace the Surrey Waste Partnership, to seek sign up to a relevant IAA and to agree what decisions around waste and what services we want delivered via a joint approach. Report estimated late 2020	No	Executive	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk
*u	Resurfacing of Westfield and Moorfield Roads	To agree the budget to be transferred from the provisional to the approved budget. Currently waiting for the completion of phase 1, following which a review will be made relating to programme for phase 2.	No	Executive	Michael Lee-Dickson 01483 445123 michael.lee-dickson@guildford.gov.uk
*u	Parks Strategy	To adopt a Parks Strategy Report estimated late 2020 / early 2021	No	Report to Executive Incorporating comments/ recommendations of Community EAB (5/09/2019)	Paul Stacey 01483 444720 paul.stacey@guildford.gov.uk
*u	Industrial Estates	To consider strategies for the future development of individual industrial estates	No	Report to Executive	Melissa Bromham 01483 444587 melissa.bromham@guildford.gov.uk
*u	Future Residential Housing developments (HRA)	To consider proposals on a site by site basis	No	Report to Executive	Peter O'Connell 01483 444800 peter.oconnell@guildford.gov.uk
*u	Bridges – Inspection and Remedial Work	(1) To approve appointment of consultants to: (a) carry out inspections (b) cost immediate and long-term works (c) advise on future inspection frequency	No	Report to Executive	Tim Pilsbury 01483 444521 tim.pilsbury@guildford.gov.uk

Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
		(2) To approve works that arise from inspections (3) Move money from provisional to approved capital programme			
*u	Regeneration of Guildford town centre	To consider whether to progress to a town centre DPD SCHEDULED FOR 23/03/21 -REMOVE	No	Report to Executive Incorporating comments/ recommendations of Place-Making and Innovation EAB	Tracey Coleman 01483 444827 tracey.coleman@guildford.gov.uk
*u	Community Infrastructure Levy Charging Schedule	To adopt the Community Infrastructure Levy Charging Schedule	No	Report to Executive Incorporating comments/ recommendations of Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
*u	Planning Contributions SPD	To adopt the Planning Contributions SPD	No	Report to Executive	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk
*u	Green and Blue Infrastructure SPD	To adopt the Green and Blue Infrastructure SPD	No	Report to Executive	Dan Knowles 01483 444605 dan.knowles@guildford.gov.uk
*u	Green Belt SPD	To adopt the Green Belt SPD	No	Report to Executive	Laura Howard 01483 444626 laura.howard@guildford.gov.uk

*u	Review of Refuse and Recycling Service	<ul style="list-style-type: none">• To report back on Phase 2 of the review• To agree future waste collection methodology Report estimated late 2020	No	Report to Executive incorporating comments/recommendations from Community EAB	Chris Wheeler 01483 445030 chris.wheeler@guildford.gov.uk
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Key Decision (asterisk indicates that the decision is likely to be a key decision)	Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision- maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
u	Review of Councillor/Officer Protocol	To consider the recommendations of the Task Group established by the Corporate Governance and Standards Committee Task group meetings in progress	No	Report to Council Incorporating comments/ recommendations of Corporate Governance and Standards Committee	John Armstrong 01483 444102 john.armstrong@guildford.gov.uk

UNSCHEDULED ITEMS – GUILDFORD JOINT COMMITTEE

Subject	Decision to be taken	Is the matter to be dealt with in private?	Documents to be submitted to decision-maker for consideration in relation to the matter in respect of which the decision is to be made.	Contact Officer
Traveller sites	(1) Identification of transit sites (2) Future management of existing traveller sites	No	Report to Guildford Joint Committee	Peter O'Connell 01483 444800 peter.oconnell@guildford.gov.uk
Community Infrastructure Delivery	(1) To agree a statement of priority for the delivery of infrastructure described in the GBC Infrastructure Delivery Plan and informed by the GBC Regulation 123 list (2) To discuss and propose strategies for securing additional funding necessary for that delivery	No	Report to Guildford Joint Committee	Stuart Harrison 01483 444512 stuart.harrison@guildford.gov.uk

SCHEDULE 2

MEMBERSHIP OF THE BOROUGH COUNCIL'S EXECUTIVE

AREAS OF RESPONSIBILITY FOR THE LEADER OF THE COUNCIL & LEAD COUNCILLORS GUILDFORD BOROUGH COUNCIL

Councillor	Areas of Responsibility
<p>Leader of the Council and Lead Councillor for Housing and Development Control</p> <p>Councillor Caroline Reeves 31 Artillery Road Guildford Surrey GU1 4NW (Friary and St. Nicolas Ward)</p>	<p>Housing and development control: all aspects of our council and private housing services including advice and support, and homeless.</p>
<p>Deputy Leader of the Council and Lead Councillor for Service Delivery</p> <p>Councillor Joss Bigmore c/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB (Christchurch Ward)</p>	<p>Service Delivery: Customer service, execution of corporate plan, governance.</p>
<p>Lead Councillor for Resources</p> <p>Councillor Tim Anderson c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB (Clandon & Horsley Ward)</p>	<p>Resources: Finance and Asset Management.</p>
<p>Lead Councillor for Climate Change</p> <p>Councillor Jan Harwood c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB (Merrow Ward)</p>	<p>Climate Change: Climate Change and planning policy.</p>

<p>Lead Councillor for Community</p> <p>Councillor Julia McShane</p> <p>75 Applegarth Avenue Park Barn Guildford Surrey GU2 8LX</p> <p>(Westborough Ward)</p>	<p>Community: social enterprise, safeguarding, environmental health, emergency planning.</p>
<p>Lead Councillor for Economy</p> <p>Councillor John Redpath</p> <p>c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB</p> <p>(Holy Trinity Ward)</p>	<p>Economy: business development & economic support (also working with James Steel on tourism).</p>
<p>Lead Councillor for Regeneration</p> <p>Councillor John Rigg</p> <p>C/o Guildford Borough Council Millmead House Millmead Guildford GU2 4BB</p> <p>(Holy Trinity Ward)</p>	<p>Regeneration: major projects.</p>
<p>Lead Councillor for Environment</p> <p>Councillor James Steel</p> <p>c/o Guildford Borough Council Millmead House Millmead Surrey GU2 4BB</p> <p>(Westborough Ward)</p>	<p>Environment: licensing, waste and recycling, street cleaning, allotments, parks and countryside (also working with John Redpath on tourism).</p>