



GUILDFORD
B O R O U G H

COUNCIL MEETING

WEDNESDAY, 7 FEBRUARY 2024

ORDER PAPER

ORDER PAPER (Pages 1 - 18)

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WEBCASTING NOTICE

This meeting will be recorded for subsequent broadcast on the Council's website in accordance with the Council's capacity in performing a task in the public interest and in line with the Openness of Local Government Bodies Regulations 2014.

The whole of the meeting will be recorded, except where there are confidential or exempt items, and the footage will be on the website for six months.

If you have any queries regarding webcasting of meetings, please contact Democratic Services.

I would like to welcome everyone to this evening's meeting of the Council.

I should be grateful if you would ensure that your mobile phones and other hand-held devices are switched to silent during the meeting. If the fire alarm sounds during the course of the meeting - we are not expecting it to go off - please leave the Council Chamber immediately and proceed calmly to the assembly point in Millmead on the paved area adjacent to the river as you exit the site.

This Order Paper sets out details of those members of the public who have given advance notice of their wish to ask a question or address the Council in respect of any business on tonight's agenda. It also sets out details of any questions submitted by councillors together with any motions and amendments to be proposed by councillors in respect of the business on the agenda.

Unless a member of the public has given notice of their wish to ask a question or address the Council under Item 6 (Public Participation), they will not be permitted to speak. Those who have given notice may address the Council for a maximum of three minutes. Speakers may not engage in any further debate once they have finished their speech.

*Councillor Masuk Miah
The Mayor of Guildford*

Time limits on speeches at full Council meetings:	
Public speaker:	3 minutes
Response to public speaker:	3 minutes
Questions from councillors:	3 minutes
Response to questions from councillors:	3 minutes
Proposer of a motion:	10 minutes
Seconder of a motion:	5 minutes
Other councillors speaking during the debate on a motion:	5 minutes
Proposer of a motion's right of reply at the end of the debate on the motion:	10 minutes
Proposer of an amendment:	5 minutes
Seconder of an amendment:	5 minutes
Other councillors speaking during the debate on an amendment:	5 minutes
Proposer of a motion's right of reply at the end of the debate on an amendment:	5 minutes
Proposer of an amendment's right of reply at the end of the debate on an amendment:	5 minutes

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DISCLOSURES OF INTEREST

To receive and note any disclosable pecuniary interests from councillors. In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, the councillor must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

3. MINUTES (Pages 7 – 18 of the Council agenda)

To confirm, as a correct record, the draft minutes of the extraordinary meeting held on 23 January 2024.

4. MAYOR'S COMMUNICATIONS

To receive any communications from the Mayor.

5. LEADER'S COMMUNICATIONS

The Leader to comment on the following matters:

- Crowdfund Guildford success and new round of funding available
- Garden waste subscription refunds

Councillors shall have the opportunity of asking questions of the Leader in respect of her communications.

6. PUBLIC PARTICIPATION

No members of the public have registered to speak or ask a question.

7. QUESTIONS FROM COUNCILLORS

Councillor Richard Mills OBE to ask the Lead Councillor for Environment & Climate Change, Councillor George Potter the question below.

“The Risk Register at the meeting of the Guildford and Waverley Joint Governance Committee on 24th January 2024, Risk 7, page 30, accepted at that meeting, indicates that encouraging ‘working from home as much as possible’ is a current mitigation measure against the perceived risk that the objective of delivering net zero carbon by 2030, might not be achieved.

Will the Executive Portfolio Holder for Environment and Climate Change advise:

- (a) how far this policy is currently being pursued?
- (b) how the level of home working by Council staff has changed over the period since the end of lockdown?
- (c) what contribution the policy has made, or is expected to make, to the reduction of carbon emissions in the Borough?, and
- (d) what assessment has been made of the costs and benefits of this policy including staff productivity and service delivery?”

The Lead Councillor’s response is as follows:

“At the present time, GBC staff are allocated as either fixed or agile workers. Staff who have been identified as agile workers are expected to spend at least 50% of their time in the office.”

However, that policy is currently being reviewed and the Council is looking at a number of data sources including: the approach being taken by other authorities in the region; the self-reported impact of agile working on staff health and wellbeing; and the feedback from team managers on the impact of agile working on their service delivery.

In terms of the latter, the initial review of data suggests that the Council's agile working approach has had a positive impact on recruitment, retention and, in some if not all cases, team performance. However, it is clear that it can also have a less positive impact on team cohesion if not managed carefully.

The future policy will need to respond to these concerns about team cohesion through planned, managed and structured team contact whilst also maximising the positive benefits of agile working in terms of recruitment, retention and minimising carbon emissions. The Council will consult and engage with the staff and union representatives before making any changes to the current approach. It will also consider the implications of any new policy before adopting it, including the implications on climate change.

Bearing all of this in mind, the current description of staff being encouraged to 'work at home as much as possible' is not correct in terms of the current policy and is unlikely to be correct in terms of any future policy and so I have asked officers to recommend changes to that wording that can be considered by the Joint Governance Committee in due course".

8. PAY POLICY STATEMENT 2024-25 (Pages 19 – 34 of the Council agenda)

The Lead Councillor for Community and Organisational Development, Councillor Carla Morson to propose, and the Leader of the Council, Councillor Julia McShane to second, the adoption of the following motion:

“That the Pay Policy Statement for the 2024-25 financial year, attached at Appendix 1 to the report submitted to the Council, be approved”.

Reason:

To comply with the requirements of the Localism Act 2011 (Section 39) and associated guidance.

Comments:

None

9. CAPITAL AND INVESTMENT STRATEGY (2024-25 TO 2028-29) (Pages 35 - 190 of the Council agenda)

Section 151 Officer's overview of the budget reports

Before the Council considers the budget reports, the Mayor to ask the Interim Section 151 Officer, Richard Bates, to provide an overview of them.

The motion:

The Lead Councillor for Finance & Property, Councillor Richard Lucas to propose, and the Leader of the Council, Councillor Julia McShane to second, the following motion:

- “(1) That the General Fund and HRA capital estimates, as shown in Appendices 3 and 4 to the report submitted to the Council, as amended to include the bids approved by the Executive at its meeting on 25 January 2024, be approved.
- (2) That the Minimum Revenue Provision policy, referred to in section 9 of the report, be approved.
- (3) That the capital and investment strategy be approved, specifically the investment strategy and Prudential Indicators contained within the report and in Appendix 1 thereto.
- (4) That the updated flexible use of capital receipts policy, as set out in Appendix 9, be approved.”

Reasons:

To enable Council, at its budget meeting on 7 February 2024, to approve the capital and investment strategy for 2024-25 to 2028-29, and the funding required for the new capital schemes proposed.

Comments:

None

10. HOUSING REVENUE ACCOUNT BUDGET 2024-25 (Pages 191 – 218 of the Council agenda)

Section 151 Officer's comments

The Section 151 Officer to comment on the HRA Budget 2024-25.

Councillors' speeches:

Under Council Procedure Rule 15 (f), there shall be no time limit for the Leader of the Council in moving the motion to approve the Housing Revenue Account budget, or for

one spokesperson from each opposition group in commenting on that motion. Normal Procedure Rules will apply in respect of all other councillors speaking in the debate - i.e., they will have five minutes each, and the Lead Councillor will have up to 10 minutes (if necessary) to sum up at the end of the debate.

The motion:

The Leader of the Council and Lead Councillor for Housing, Councillor Julia McShane to propose, and Lead Councillor for Finance and Property, Councillor Richard Lucas to second, the adoption of the following motion:

- “(1) That the proposed HRA revenue budget for 2024-25, as set out in Appendix 1 to the report submitted to the Council, be approved.
- (2) That a rent increase of 7.7%, be implemented.
- (3) That the fees and charges for HRA services for 2024-25, as set out in Appendix 2 to the report, be approved.
- (4) That a 5% increase be applied to garage rents, which is in line with the wider Council policy on fees and charges.”

Reasons:

To enable the Council to set the rent charges for HRA property and associated fees and charges, along with authorising the necessary expenditure to implement a budget, which is consistent with the objectives outlined in the HRA Business Plan.

Comments:

Councillor Joss Bigmore (Residents for Guildford & Villages Group Spokesperson)
Councillor Patrick Oven (Guildford Greenbelt Group Spokesperson)

Amendment

Councillor Joss Bigmore to propose, and Councillor Maddy Redpath to second the following amendment:

“In paragraph (2) of the motion, substitute “5%” in place of 7.7%.”

If the Council adopts the amendment, the proposed HRA revenue budget for 2024-25 referred to in paragraph (1) of the motion would also require amendment. Appendix 1 to this Order Paper shows the proposed HRA revenue budget for 2024-25 taking account of a 5% increase in council house rents.

If amended, the substantive motion would read as follows:

- “(1) That the proposed HRA revenue budget for 2024-25, as set out in Appendix 1 to the ~~Order Paper report submitted to the Council~~, be approved.
- (2) That a rent increase of ~~5%~~ ~~7.7%~~, be implemented.
- (3) That the fees and charges for HRA services for 2024-25, as set out in Appendix 2 to the report, be approved.
- (4) That a 5% increase be applied to garage rents, which is in line with the wider Council policy on fees and charges.”

11. GENERAL FUND REVENUE BUDGET 2024-25 AND MEDIUM-TERM FINANCIAL PLAN 2024-25 TO 2026-27 (Pages 219 - 312 of the Council agenda)

Section 151 Officer’s comments

The Section 151 Officer to comment on the General Fund Budget 2024-25 and the Medium-Term Financial Plan.

Council Tax Precepts

The Council is required to formally approve the aggregate Council Tax for residents of Guildford Borough, including its own Council Tax requirement and the Council Tax requirements of the other relevant major precepting authorities, which are Surrey County Council (SCC) and the Police and Crime Commissioner for Surrey (PCCS).

We have received confirmation that neither SCC nor the PCCS have set an excessive Council Tax for 2024-25 and details of their respective precepts are set out in the Council tax resolution below.

Councillors’ speeches:

Under Council Procedure Rule 15 (f), there shall be no time limit for the Lead Councillor for Finance and Property in moving the motion to approve the General Fund Budget and proposed Council Tax, or for one spokesperson from each opposition group in commenting on that motion. Normal Procedure Rules will apply in respect of all other councillors speaking in the debate – i.e., they will have five minutes each, and the Lead Councillor would have up to 10 minutes (if necessary) to sum up at the end of the debate.

Requirement for Recorded Vote

Under The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 and Council Procedure Rule 19 (d), the Council is required to conduct a recorded vote on the proposed budget and Council tax resolution referred to below.

The Motion (Budget and Council Tax Resolution):

The Lead Councillor for Finance and Property, Councillor Richard Lucas to propose, and the Leader of the Council, Councillor Julia McShane to second, the following motion:

- (1) That the budget be approved, and specifically that the Council Tax requirement for 2024-25 be set at £11,868,084 excluding parish precepts and £14,198,918 to include parish precepts.
- (2) That the Band D Council Tax for 2024-25 (excluding parish precepts) be set at £198.16, an increase of £5.75 (2.99%).
- (3) That the Band D Council Tax for 2024-25 (including parish precepts) be set at £237.08.
- (4) That the Council approves the following, as considered by the Executive on 25 January 2024:
- (i) the General Fund revenue estimates for 2024-25 including proposed fees and charges relating to General Fund services, as set out in Appendix 3 to the report submitted to the Council;
 - (ii) the Housing Revenue Account estimates for 2024-25, including housing rents and other fees and charges;
 - (iii) the Capital and Investment Strategy for 2024-25; and
 - (iv) the Housing Revenue Account capital programme for 2024-25.
- (5) That the Council notes that the Chief Finance Officer, in accordance with the terms of his delegated authority, has calculated the following amounts for the year 2024-25 in accordance with regulations made under Sections 31B (3) and 34(4) of the Local Government Finance Act 1992 (as amended) ('the Act'):
- (i) 59,890.5 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its council tax base for 2024-25 for the whole Council area.
 - (ii) For those parts of the borough to which a parish precept relates:

Parish of:

Albury	619.07
Artington	140.92
Ash	7,452.34

East Clandon	150.82
West Clandon	712.26
Compton	486.67
Effingham	1,327.31
East Horsley	2,630.32
West Horsley	1,590.83
Normandy	1,372.10
Ockham	269.60
Pirbright	1,255.31
Puttenham	315.07
Ripley	923.26
St. Martha	403.27
Seale & Sands	518.71
Send	2,187.26
Shackleford	371.62
Shalford	1,886.89
Shere	1,991.85
Tongham	1,161.30
Wanborough	180.22
Wisley	-
Worplesdon	3,704.40
Total	31,651.40

being the amounts calculated by the Council, in accordance with Regulation 6 of the 1992 Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

- (6) That the Council calculates the following amounts for the financial year 2024-25 in accordance with Sections 31 to 36 of the Act:
- (i) £138,901,117 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by parish councils.
 - (ii) £136,570,283 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act
 - (iii) £14,198,918 being the amount by which the aggregate at subparagraph (i) above exceeds the aggregate at subparagraph (ii) above, calculated by the Council in

accordance with Section 31A(4) of the Act, as its council tax requirements for the year.

- (iv) £237.08 being the amount at sub-paragraph (iii) above divided by the amount at sub-paragraph (i) of paragraph (5) above, calculated by the Council, in accordance with Section 31B (1) of the Act, as the basic amount of its Council Tax for the year (including parish precepts).
- (v) £2,330,834 being the aggregate amount of all special items (parish precepts) referred to in Section 34(1) of the Act as follows:

Parish of:	£
Albury	44,840
Artington	5,161
Ash	571,427
East Clandon	10,394
West Clandon	27,895
Compton	26,981
Effingham	137,221
East Horsley	154,951
West Horsley	105,452
Normandy	154,481
Ockham	16,891
Pirbright	84,835
Puttenham	17,000
Ripley	99,398
St. Martha	13,850
Seale & Sands	23,000
Send	94,984
Shackleford	16,909
Shalford	120,968
Shere	209,397
Tongham	49,399
Wanborough	5,500
Wisley	-
Worplesdon	339,900
TOTAL	2,330,834

(vi) £198.16 being the amount at sub-paragraph (iv) above less the result given by dividing the amount at sub-paragraph (v) above by the amount at sub-paragraph (i) of paragraph (5) above, calculated by the Council in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item (parish precept) relates.

(vii) Part of the Council's area

Albury	270.59
Artington	234.78
Ash	274.84
East Clandon	267.08
West Clandon	237.32
Compton	253.60
Effingham	301.54
East Horsley	257.07
West Horsley	264.45
Normandy	310.75
Ockham	260.81
Pirbright	265.74
Puttenham	252.12
Ripley	305.82
St. Martha	232.50
Seale & Sands	242.50
Send	241.59
Shackleford	243.66
Shalford	262.27
Shere	303.29
Tongham	240.70
Wanborough	228.68
Wisley	198.16
Worplesdon	289.92

being the amounts given by adding to the amount at sub-paragraph (vi) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at sub-paragraph (ii) of paragraph (5) above, calculated by the Council in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in

those parts of its area to which one or more special items relate.

(viii) Part of the Council's area

VALUATION BANDS								
	Band	Band	Band	Band	Band	Band	Band	Band
	A	B	C	D	E	F	G	H
PARISH	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Albury	180.39	210.46	240.52	270.59	330.72	390.85	450.98	541.18
Artington	156.52	182.61	208.69	234.78	286.95	339.13	391.30	469.56
Ash	183.23	213.76	244.30	274.84	335.92	396.99	458.07	549.68
East Clandon	178.05	207.73	237.40	267.08	326.43	385.78	445.13	534.16
West Clandon	158.21	184.58	210.95	237.32	290.06	342.80	395.53	474.64
Compton	169.07	197.24	225.42	253.60	309.96	366.31	422.67	507.20
Effingham	201.03	234.53	268.04	301.54	368.55	435.56	502.57	603.08
East Horsley	171.38	199.94	228.51	257.07	314.20	371.32	428.45	514.14
West Horsley	176.30	205.68	235.07	264.45	323.22	381.98	440.75	528.90
Normandy	207.17	241.69	276.22	310.75	379.81	448.86	517.92	621.50
Ockham	173.87	202.85	231.83	260.81	318.77	376.73	434.68	521.62
Pirbright	177.16	206.69	236.21	265.74	324.79	383.85	442.90	531.48
Puttenham	168.08	196.09	224.11	252.12	308.15	364.17	420.20	504.24
Ripley	203.88	237.86	271.84	305.82	373.78	441.74	509.70	611.64
St. Martha	155.00	180.83	206.67	232.50	284.17	335.83	387.50	465.00
Seale & Sands	161.67	188.61	215.56	242.50	296.39	350.28	404.17	485.00
Send	161.06	187.90	214.75	241.59	295.28	348.96	402.65	483.18
Shackleford	162.44	189.51	216.59	243.66	297.81	351.95	406.10	487.32
Shalford	174.85	203.99	233.13	262.27	320.55	378.83	437.12	524.54
Shere	202.19	235.89	269.59	303.29	370.69	438.09	505.48	606.58
Tongham	160.47	187.21	213.96	240.70	294.19	347.68	401.17	481.40
Wanborough	152.45	177.86	203.27	228.68	279.50	330.32	381.13	457.36
Wisley (Meeting)	132.11	154.12	176.14	198.16	242.20	286.23	330.27	396.32
Worplesdon	193.28	225.49	257.71	289.92	354.35	418.77	483.20	579.84
TOWN AREA								
Guildford	132.11	154.12	176.14	198.16	242.20	286.23	330.27	396.32

being the amounts given by multiplying the amounts at subparagraphs (vi) and (vii) above by the number which in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council in accordance with Section 36(1) of the Act, as the amounts to

be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (7) That the Council notes that for the year 2024-25, (i) Surrey County Council (SCC) and (ii) the Police and Crime Commissioner for Surrey (PCCS) have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwelling in the Council’s area as shown below:

		VALUATION BANDS							
		Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
		£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
(i) SCC		1,172.40	1367.80	1563.20	1758.60	2149.40	2540.20	2931.00	3517.20
(ii) PCCS		215.71	251.67	287.62	323.57	395.47	467.38	539.28	647.14

- (8) That the Council agrees, having calculated the aggregate in each of the amounts at sub-paragraph (viii) of paragraph (6) and paragraph (7) above, to set the following amounts as the amounts of Council Tax for the year 2024-25 for each of the categories of dwellings shown below in accordance with Section 30(2) of the Act.

Part of the Council's Area:

VALUATION BANDS								
	Band	Band	Band	Band	Band	Band	Band	Band
	A	B	C	D	E	F	G	H
PARISH	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Albury	1,568.50	1,829.93	2,091.34	2,352.76	2,875.59	3,398.43	3,921.26	4,705.52
Artington	1,544.63	1,802.08	2,059.51	2,316.95	2,831.82	3,346.71	3,861.58	4,633.90
Ash	1,571.34	1,833.23	2,095.12	2,357.01	2,880.79	3,404.57	3,928.35	4,714.02
East Clandon	1,566.16	1,827.20	2,088.22	2,349.25	2,871.30	3,393.36	3,915.41	4,698.50
West Clandon	1,546.32	1,804.05	2,061.77	2,319.49	2,834.93	3,350.38	3,865.81	4,638.98
Compton	1,557.18	1,816.71	2,076.24	2,335.77	2,854.83	3,373.89	3,892.95	4,671.54
Effingham	1,589.14	1,854.00	2,118.86	2,383.71	2,913.42	3,443.14	3,972.85	4,767.42
East Horsley	1,559.49	1,819.41	2,079.33	2,339.24	2,859.07	3,378.90	3,898.73	4,678.48
West Horsley	1,564.41	1,825.15	2,085.89	2,346.62	2,868.09	3,389.56	3,911.03	4,693.24
Normandy	1,595.28	1,861.16	2,127.04	2,392.92	2,924.68	3,456.44	3,988.20	4,785.84
Ockham	1,561.98	1,822.32	2,082.65	2,342.98	2,863.64	3,384.31	3,904.96	4,685.96
Pirbright	1,565.27	1,826.16	2,087.03	2,347.91	2,869.66	3,391.43	3,913.18	4,695.82
Puttenham	1,556.19	1,815.56	2,074.93	2,334.29	2,853.02	3,371.75	3,890.48	4,668.58
Ripley	1,591.99	1,857.33	2,122.66	2,387.99	2,918.65	3,449.32	3,979.98	4,775.98
St. Martha	1,543.11	1,800.30	2,057.49	2,314.67	2,829.04	3,343.41	3,857.78	4,629.34
Seale & Sands	1,549.78	1,808.08	2,066.38	2,324.67	2,841.26	3,357.86	3,874.45	4,649.34
Send	1,549.17	1,807.37	2,065.57	2,323.76	2,840.15	3,356.54	3,872.93	4,647.52
Shackleford	1,550.55	1,808.98	2,067.41	2,325.83	2,842.68	3,359.53	3,876.38	4,651.66
Shalford	1,562.96	1,823.46	2,083.95	2,344.44	2,865.42	3,386.41	3,907.40	4,688.88
Shere	1,590.30	1,855.36	2,120.41	2,385.46	2,915.56	3,445.67	3,975.76	4,770.92
Tongham	1,548.58	1,806.68	2,064.78	2,322.87	2,839.06	3,355.26	3,871.45	4,645.74
Wanborough	1,540.56	1,797.33	2,054.09	2,310.85	2,824.37	3,337.90	3,851.41	4,621.70
Wisley (Meeting)	1,520.22	1,773.59	2,026.96	2,280.33	2,787.07	3,293.81	3,800.55	4,560.66
Worplesdon	1,581.39	1,844.96	2,108.53	2,372.09	2,899.22	3,426.35	3,953.48	4,744.18
TOWN AREA								
Guildford	1,520.22	1,773.59	2,026.96	2,280.33	2,787.07	3,293.81	3,800.55	4,560.66

*Note: Wisley Parish Meeting

In accordance with the Executive's decision at its meeting on 8 August 2002 (see Minute No. 270 – 2002-03), the Chief Finance Officer has anticipated the precept for 2024-25 for the Wisley Parish Meeting to be £nil and this is reflected in all the relevant Council Tax figures above.

- (9) That the Council determines that the Borough Council's basic amount of council tax for 2024-25 is not excessive in accordance with the principles approved under section 52ZB of the Act.
- (10) That, as the billing authority, the Council notes that it has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2024-25 was excessive under the regulations and that the billing authority was not required to hold a referendum in accordance with Section 52ZK of the Act.

- (11) That the Council agrees, in respect of council tax payments:
- (i) that the payment dates for the statutory ten monthly instalment scheme be set to run from 2 April to 2 January each year; and
 - (ii) that the payment dates be set as the second day of each month for a customer who has requested to opt out of the statutory scheme under the provisions of The Council Tax (Administration and Enforcement) (Amendment) (No 2) (England) Regulations 2012.
- (12) That the Council agrees, in respect of non-domestic rate payments:
- (i) that the payment dates for the statutory ten monthly instalment scheme be set to run from 2 April to 2 January each year; and
 - (ii) that the payment dates be set as the second day of each month for a customer who has requested to opt out of the statutory scheme under the provisions of the Non-Domestic Rating (Collection and Enforcement) (Amendment) (England) Regulations 2014.
- (13) That the Council's existing Local Council Tax Support Scheme, with uprating as set out in Appendix 6 and the £40,000 discretionary hardship fund that runs alongside it, be continued.
- (14) That, from 1 April 2025, the Council varies its determination of 26 February 2019 under Section 11B of the Local Government Finance Act 1992, so that the long-term empty dwelling levy starts after a property has been empty and unfurnished for one year.
- (15) That, from 1 April 2025, the Council will charge a premium (levy) of 100% on periodically used dwellings as defined by section 11C of the Local Government Finance Act 1992.
- (16) That the use of the 2023-24 underspend as set out in paragraph 8.5 of the report, be approved.
- (17) That the Council approves the annual statement of accounts for Wisley Parish Meeting, which is currently dormant, for the year ended 31 March 2024, as set out below:

	Year ending	
	31 March 2023 £	31 March 2024 £
1. Balances brought forward	3,605	3,608
2. (+) Annual precept	Nil	Nil

	Year ending	
	31 March 2023 £	31 March 2024 £
3. (+) Total other receipts	3	0
4. (-) Staff costs	Nil	Nil
5. (-) Loan interest/capital repayments	Nil	Nil
6. (-) Total other payments	Nil	Nil
7. (=) Balances carried forward	3,608	3608

8. Total cash and investments	3,608	3,608
9. Total fixed assets and long-term assets	Nil	Nil
10. Total borrowings	Nil	Nil

Reasons:

- The General Fund Budget is a major decision for the Council and setting a balanced budget is a statutory requirement.
- Scrutiny of these MTFP and Budget proposals demonstrate transparency and good governance.
- The Council has been well positioned to respond to these challenges and whilst the latest MTFP for the subsequent years ending 2026-27 continues to project future financial pressures, and opportunities, the Council is able to take action to ensure sufficient funding is in place to deliver and maintain services.

Comments:

Councillor Philip Brooker (Conservative Group Spokesperson)
 Councillor Joss Bigmore (Residents for Guildford & Villages Group Spokesperson)
 Councillor James Walsh (Labour Group Spokesperson)
 Councillor Patrick Oven (Guildford Greenbelt Group Spokesperson)
 Councillor Richard Mills OBE

12. MINUTES OF THE EXECUTIVE (Pages 313 - 330 of the Council agenda)

To receive and note the minutes of the meetings of the Executive held on 23 November 2023 and 4 January 2024, which are attached to the Council agenda.

Comments:

None

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HOUSING REVENUE ACCOUNT 2024-25 - BUDGET SUMMARY

2021-22 Actual £	2022-23 Actual £	Analysis	2023-24 Budget £	2023-24 Outturn £	2024-25 Budget £
		Borough Housing Services			
431,546	407,429	Income Collection	677,841	556,425	564,609
1,244,466	1,736,797	Tenants Services	2,390,850	2,414,135	2,530,190
67,476	56,430	Tenant Participation	171,820	46,515	103,727
79,189	84,393	Garage Management	104,797	43,241	43,262
18,966	65,572	Elderly Persons Dwellings	48,921	56,634	56,620
199,554	727,770	Flats Communal Services	502,274	435,464	452,755
393,447	441,066	Environmental Works to Estates	457,768	210,658	235,660
5,530,155	8,268,621	Responsive & Planned Maintenance	6,684,239	8,084,486	8,145,844
55,203	56,217	SOCH & Equity Share Administration	170,376	137,348	174,564
8,020,003	11,844,295		11,208,886	11,984,906	12,307,231
		Strategic Housing Services			
577,389	553,300	Advice, Registers & Tenant Selection	765,223	745,569	659,850
129,916	129,314	Void Property Management & Lettings	250,661	225,230	165,997
0	0	Homelessness Hostels	5,383	0	0
159,055	491,451	Supported Housing Management	172,513	652,800	700,201
342,194	389,122	Strategic Support to the HRA	625,443	803,730	637,967
1,208,553	1,563,188		1,819,223	2,427,329	2,164,016
		Community Services			
777,493	1,346,084	Sheltered Housing	852,211	1,171,528	1,256,844
5,864,693	6,426,918	Depreciation	5,864,700	6,500,000	6,500,000
227,460	164,562	Debt Management	158,711	5,000	5,000
1,012,234	1,012,970	Other Items	1,857,527	1,431,831	1,857,550
17,110,437	22,358,017	Total Expenditure	21,761,258	23,520,594	24,090,641
(33,770,256)	(34,331,118)	Income	(36,654,316)	(37,161,033)	(37,298,708)
(16,659,819)	(11,973,101)	Net Cost of Services(per inc & exp a/c)	(14,893,058)	(13,640,438)	(13,208,067)
297,990	110,510	HRA Share of CDC	1,437,930	1,437,930	1,437,930
(16,361,829)	(11,862,591)	Net Cost of HRA Services	(13,455,128)	(12,202,508)	(11,770,137)
(105,900)	(1,106,929)	Investment Income	(1,593,180)	(1,936,479)	(605,570)
4,879,544	4,799,307	Interest Payable	4,751,225	5,035,839	5,359,000
(11,588,186)	(8,170,212)	Deficit for Year on HRA Services	(10,297,083)	(9,103,148)	(7,016,707)
(136,260)	(118,077)	Tfr (from)/to CAA re: REFCUS	75,000	75,000	75,000
2,500,000	2,500,000	Contrib to (Use of) RFFC	2,500,000	2,500,000	2,500,000
8,610,880	5,548,936	Contrib to/(Use of) New Build Reserve	7,722,083	6,528,148	4,441,707
(510,826)	(397,814)	Tfr (from)/to Pension Reserve	0	0	0
(26,824)	(14,722)	Tfr (from)/to Intangible Assets	0	0	0
1,154,479	648,720	Tfr (from)/to CAA re: Revaluation	0	0	0
(3,263)	3,169	Tfr (from)/to CAA re: Rev. Inc from Sale of A	0	0	0
(0)	0	HRA Balance	0	(0)	0
(2,500,000)	(2,500,000)	Balance Brought Forward	(2,500,000)	(2,500,000)	(2,500,000)
(2,500,000)	(2,500,000)	Balance Carried Forward	(2,500,000)	(2,500,000)	(2,500,000)
2021-22 Actual £	2022-23 Actual £	Analysis	2023-24 Budget £	2023-24 Outturn £	2024-25 Budget £
		Borough Housing Services			

(31,250,805)	(31,778,074)	Rent Income - Dwellings	(33,057,124)	(33,861,600)	(33,966,983)
(270,185)	177,433	Rent Income - Rosebery Hsg Assoc.	(73,324)	(53,000)	(51,671)
(462,651)	(331,083)	Rents - Shops, Buildings etc	(505,138)	(400,000)	(400,000)
(711,642)	(698,550)	Rents - Garages	(793,388)	(675,000)	(899,174)
(32,695,283)	(32,630,274)	Total Rent Income	(34,428,974)	(34,989,600)	(35,317,828)
(104,859)	(177,111)	Supporting People Grant	(224,237)	(207,761)	(300,000)
(1,051,985)	(1,086,043)	Service Charges	(1,224,421)	(1,215,000)	(1,215,000)
(2,596)	(12,446)	Legal Fees Recovered	50	(3,000)	(3,000)
665,173	(875)	Service Charges Recovered	(277,256)	(434,480)	(431,710)
(580,706)	(424,370)	Miscellaneous Income	(499,478)	(311,192)	(31,170)
(33,770,256)	(34,331,118)	Total Income	(36,654,316)	(37,161,033)	(37,298,708)