



Contact Officer:

Carrie Anderson, Senior Democratic  
Services Officer

13 March 2024

Dear Councillor,

Your attendance is requested at a meeting of the **Executive** to be held in the Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **Thursday, 21 March 2024** at 6.00 pm.

Yours faithfully

Pedro Wrobel  
Joint Chief Executive  
Guildford & Waverley  
Borough Councils

**Members of the Executive**

Chairman:

Councillor Julia McShane (Leader of the Council & Lead Councillor for  
Housing)

Vice-Chairman:

Councillor Tom Hunt (Deputy Leader of the Council & Lead Councillor for  
Regeneration)

Councillor Angela Goodwin, Lead Councillor for Engagement and Customer  
Services

Councillor Catherine Houston, Lead Councillor for Commercial Services

Councillor Richard Lucas, Lead Councillor for Finance and Property

Councillor Carla Morson, Lead Councillor for Community and Organisational  
Development

Councillor George Potter, Lead Councillor for Environment and Climate  
Change

Councillor Merel Rehorst-Smith, Lead Councillor for Regulatory and  
Democratic Services

Councillor Fiona White, Lead Councillor for Planning

### **WEBCASTING NOTICE**

This meeting will be recorded for live and/or 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 Committee Services.

### **QUORUM 3**

## THE COUNCIL'S STRATEGIC FRAMEWORK (2021- 2025)

### **Our Vision:**

A green, thriving town and villages where people have the homes they need, access to quality employment, with strong and safe communities that come together to support those needing help.

### **Our Mission:**

A trusted, efficient, innovative, and transparent Council that listens and responds quickly to the needs of our community.

### **Our Values:**

- We will put the interests of our community first.
- We will listen to the views of residents and be open and accountable in our decision-making.
- We will deliver excellent customer service.
- We will spend money carefully and deliver good value for money services.
- We will put the environment at the heart of our actions and decisions to deliver on our commitment to the climate change emergency.
- We will support the most vulnerable members of our community as we believe that every person matters.
- We will support our local economy.
- We will work constructively with other councils, partners, businesses, and communities to achieve the best outcomes for all.
- We will ensure that our councillors and staff uphold the highest standards of conduct.

### **Our strategic priorities:**

#### Homes and Jobs

- Revive Guildford town centre to unlock its full potential
- Provide and facilitate housing that people can afford
- Create employment opportunities through regeneration
- Support high quality development of strategic sites
- Support our business community and attract new inward investment
- Maximise opportunities for digital infrastructure improvements and smart places technology

#### Environment

- Provide leadership in our own operations by reducing carbon emissions, energy consumption and waste

- Engage with residents and businesses to encourage them to act in more environmentally sustainable ways through their waste, travel, and energy choices
- Work with partners to make travel more sustainable and reduce congestion
- Make every effort to protect and enhance our biodiversity and natural environment.

### Community

- Tackling inequality in our communities
- Work with communities to support those in need
- Support the unemployed back into the workplace and facilitate opportunities for residents to enhance their skills
- Prevent homelessness and rough-sleeping in the borough

## Agenda

**Item  
No.**

**1 Apologies for absence**

**2 Local code of conduct - disclosable pecuniary interest**

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 - 10)**

To confirm the minutes of the meeting of the Executive held on 22 February 2024.

**4 Leader's Announcements**

**5 Option Agreement with Blackwell Park Limited in respect of purchase of Council-owned land - Call in of proposed decision taken by the Strategic Director: Place \***

To consider the outcome of the call in of the decision taken by the Strategic Director: Place on 29 February 2024 in relation to entering into an Option Agreement with Blackwell Park Limited providing the option for them to purchase a small parcel of Council-owned land necessary to enable development on Blackwell Park. The call in will be considered by the Overview & Scrutiny Committee at its special meeting to be held on Tuesday 19 March 2024.

The report is to follow.

Key Decisions:

Any item on this agenda that is marked with an asterisk is a key decision. The Council's Constitution defines a key decision 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.

## Executive

\* Councillor Julia McShane (Chairperson)

\* Councillor Tom Hunt (Vice-Chair)

\* Councillor Angela Goodwin

\* Councillor George Potter

\* Councillor Catherine Houston

\* Councillor Merel Rehorst-Smith

\* Councillor Richard Lucas

\* Councillor Fiona White

Councillor Carla Morson

\*Present

Councillors Yves de Contades, Joanne Shaw and James Walsh were also in attendance.

### **EX55 Apologies for Absence**

Apologies for absence were received from Councillor Carla Morson.

### **EX56 Local Code of Conduct - Disclosable Pecuniary Interest**

There were no declarations of interest.

### **EX57 Minutes**

The minutes of the meeting held on 25 January 2024 were confirmed as correct. The Chairman signed the minutes.

### **EX58 Leader's Announcements**

#### **Crowdfund Guildford free workshop**

Another free Crowdfund Guildford virtual workshop would take place on Friday, 8 March. Residents could access support and funding for their ideas and projects, learn about available resources, the application process, and how to bring community initiatives to life. Residents and local groups were encouraged to attend. More information was available on the website [www.spacehive.com/movement/guildford](http://www.spacehive.com/movement/guildford).

#### **Pride in Surrey announcement**

The Leader was proud to announce Guildford would be the location for the 5th anniversary celebration of Pride in Surrey, set to unfold at Stoke Park on Saturday, 21 September 2024.

Tickets for the event were available via the [Pride in Surrey website](#) and were offered on a 'pay what you can basis' keeping Pride accessible for as many people as possible.

### **Guildford museum retains Arts Council Accreditation**

The museum had retained its Full Accreditation from Arts Council England in recognition of the work the heritage team had put into every aspect of the museum from looking after the collection of objects to meeting relevant standards for policies and procedures.

Congratulations were expressed to the team.

### **Public inquiry for planning appeal at land at Guildford Cathedral**

An appeal would be determined by public inquiry. The inquiry would open on 5 March 2024 and was due to last 10 days. Times and dates were subject to change as advised by the Planning Inspector. More information was available on the council's newsroom webpage.

### **EX59 O&S Recommendations to the Executive - Modern Slavery**

The Overview and Scrutiny Committee (O&S) made recommendations to the Executive from time to time as it saw fit and the Executive was required to consider any such recommendations within a two-month period. Set out in the paper were recommendations arising from the O&S meeting held on 19 December 2023. The recommendations related to the council's obligations towards tackling modern slavery. The council was required to monitor its own performance in this regard via an annual report which was received by O&S. The Executive was asked to agree to progress certain actions within sections 7.5-7.8 of the Annual Report on the Modern Slavery Motion which specifically related to the council's procurement processes and these were set out in the paper along with suggested responses.

The Leader of the Council introduced the paper and welcomed the Chairman of the O&S, Councillor James Walsh, who was in attendance online. Cllr Walsh commended officers and the quality of the annual monitoring reports that had been received by O&S since Council's adoption of the Modern Slavery Motion in 2018.

The Executive echoed the comments from Cllr Walsh. The recommendations were welcomed and described as sensible and would provide positive additions



to the council's robust approach to tackling Modern Slavery. It was noted that the council's adopted standards in this regard extended externally via the procurement process to partners and service providers and so ensured the safeguarding of residents across the council's activities.

The Executive expressed its gratitude to the O&S for bringing the recommendations and its commitment to a positive working relationship between the two bodies. Consequently, the Executive,

**RESOLVED:**

That the proposed responses and the reasons for those responses, as set out in the table at item 5, be approved.

Reason(s):

Modern slavery was a serious crime that violated human rights. The Council as a public body had a duty to ensure that it was not complicit in modern slavery practice by utilising contractors who were breaching the Act. Implementation of the recommendations would make the council's processes more effective in that regard.

#### **EX60 Freehold Disposal of Old Manor House, East Horsley**

Old Manor House comprised a large, detached Grade II Listed building providing eight residential flats that were previously leased to persons of state pensionable age. The building had been unoccupied for some time and required complete refurbishment and modernisation, including fabric replacement and renewal. The capital cost to refurbish the property to bring it into occupational use for housing was significant and was further exacerbated by the necessary reconfiguration of the existing internal layout and the energy performance upgrades required.

The Lead Councillor for Finance and Property introduced the item. The asset was held in the General Fund. Occupation of the property was not possible in its current condition. In view of the budgetary impact to the council, Housing Services had determined it was not suitable for development and surplus to support their service. With all alternative options for property explored, it was recommended the Executive agree to a freehold disposal of the property on the open market.

It was confirmed that access to Lovelace Cottages would have to be safeguarded by any future owner of Old Manor House.

The Executive noted that despite its commitment to providing housing for local people, the extent of the dilapidation of the property and the necessary reconfiguration to bring it back to use would not be the best use of council resources. It was explained there were significant damp issues, rewiring was needed and the internal reconfiguration for a listed building would be complex and costly. It was suggested that given the building’s protected status, disposal to a new owner to bring the building back into habitational use would be the best option for the community and for the building itself as a local heritage asset.

The Executive heard that to delay a decision in regard to the future of the building would result in a greater decline of its condition and increased future costs, therefore, it was

RESOLVED:

That the Executive Head for Assets and Property be authorised to auction sale the property or negotiate terms for a disposal at best consideration on the open market via private treaty, and to enter into all relevant legal documentation required to complete the transaction of the Council owned land comprising Old Manor House in return for a capital receipt.

Reason(s):

To generate a capital receipt and remove void property costs from future revenue budgets.

The meeting finished at 6.24 pm

Signed .....

Date .....

Chairman