

Executive

Councillor Julia McShane (Chairperson)

Councillor Tom Hunt (Vice-Chair)

* Councillor Angela Goodwin

* Councillor Catherine Houston

* Councillor Richard Lucas

Councillor Carla Morson

* Councillor George Potter

Councillor Merel Rehorst-Smith

* Councillor Fiona White

*Present

EX21 Appointment of chairperson for the meeting

In the absence of both the Leader (chair) and Deputy Leader (vice-chair), and in accordance with Executive Procedure Rule 2.1, the Executive

RESOLVED: That Councillor Fiona White be appointed as chair for this meeting.

EX22 Apologies for Absence

Apologies for absence were received from the Leader of the Council, Councillor Julia McShane, and from the Deputy Leader, Councillor Tom Hunt, and from Councillor Merel Rehorst-Smith.

Councillors McShane and Morson were in remote attendance.

EX23 Local Code of Conduct - Disclosable Pecuniary Interest

There were no disclosures of interest.

EX24 Minutes

The minutes of the meeting held on 12 June 2024 were confirmed as correct. The person presiding signed the minutes.

EX25 Leader's Announcements

The person presiding made the following announcements on behalf of the Leader of the Council:

“Crowdfund Guildford Autumn round

Last week we launched a new round of community funding through [Crowdfund Guildford](#). We’re encouraging residents with community ideas to register for our free online workshop on 16 July. This session will give residents tools and skills to start a crowdfunding campaign and make their idea a reality. [You can read more about funding opportunities with Crowdfund Guildford in our newsroom.](#)

Draft Climate Change Supplementary Planning Document consultation now live
We're asking for feedback on our draft Climate Change Supplementary Planning Document (SPD). [The consultation is live and you can have your say until midday 9 August, 2024.](#) This document guides decision makers in assessing how sustainable development proposals are, as part of the planning application process. [Find more details in our newsroom.](#)

Rural England Prosperity Funding

The Rural England Prosperity Fund (REPF) grants of between £2,500 and £50,000 and up to 50% of the capital project costs are now available. The REPF are designed to help small businesses, charities, and community groups in the rural areas of Waverley, Guildford and Tandridge.

REPF grants are for capital only expenditures. If you're aware of a project that might qualify, please encourage people to find out more on [Surrey County Council's website](#) or email the Surrey County Council team on ruralprosperity@surreycc.gov.uk or.

Exciting upgrades to play areas in Park Barn Guildford

Playing outside is one of the best parts of childhood. That's why we're committed to providing safe, stimulating environments where children can play, learn and grow.

Recently, we've revitalised two well-loved playgrounds in Park Barn. [You can find out about what's new in Kings College and Woodside playgrounds in the newsroom on our website.](#)

About Guildford

Last week we published our summer edition of our resident newsletter, About Guildford. [You can sign up to receive our quarterly digital newsletter on our website](#) by searching for 'digital newsletter'."

EX26 Corporate Strategy 2024-2034

The Executive considered the draft Corporate Strategy appended to the report. It was recommended that the Executive endorse the draft and forward to full Council for adoption. The draft was the result of many months intensive work and officers were commended for their role and support in bringing to the finalised version. The draft had been considered by both Overview and Scrutiny (O&S) committees during the previous week and comments and recommendations were set out in the Supplementary Information Sheet. There were twenty-one substantive suggested changes to the draft from O&S. It was recommended that the Executive accept all of them. The chairmen and members of O&S were thanked for their consideration and input.

The draft, entitled 'A greener, fairer, thriving Guildford', covered all areas of the council's work and would be its key strategic document for the coming ten years. Five key priorities were set out in the document covering environment, business development, inclusivity, housing and organisational resilience. Beneath each priority lay a series of actions and outcomes. Alongside the suggested amendments from the O&S committees and some of the design and typographical elements were still to be finalised and consequently delegated authority was sought to make to those minor amendments.

The Executive heard that once the Strategy was adopted by full Council, a delivery plan would be drawn up. This plan would be intrinsic to the council's budget setting process. Service plans and individual staff appraisals and objectives would be refreshed and updated to incorporate the new strategic priorities. Delivery of the strategic objectives would also be tracked at corporate level by quarterly performance reporting to be reviewed by both O&S committees and the Executive itself. The suite of Key Performance Indicators (KPIs) would be realigned to reflect the new areas of focus. A dedicated webpage on the council's website would accommodate the new Strategy and associated relevant material. Consultations would continue as set out in page 7 of the draft. It was noted that the design of the document had been undertaken by a local graphic designer.

The Executive welcomed and accepted the suggestions made by O&S and was content to recommend to Full Council that it was adopted.

RESOLVED:

That the following recommendations be approved by Council (23 July 2024):

- (1) That the draft Corporate Strategy, as set out in Appendix 1 to the report submitted to the Executive be adopted, subject to such amendments as may be necessary in consequence of the approval of the Executive's response to the comments submitted by the Overview & Scrutiny Committees as set out in Appendix 2 to the Supplementary Agenda Pack circulated prior to the Executive meeting.
- (2) That authority be delegated to the Assistant Director for Strategy and Corporate Services, in consultation with the Leader and the Lead Councillor for Community and Organisational Development, to make any necessary minor typographical changes and to finalise the document's design and imagery, prior to publication.

Reasons:

- The proposed new Corporate Strategy has been prepared to set out the Council's key priorities for the period up to 2034.
- The timings of the meetings of the Overview & Scrutiny committees meant that their comments and feedback could not be incorporated into the proposed Strategy (Appendix 1 to the report).

EX27 Productivity Plan

The final Local Government Finance Settlement 2024-25 was laid before Parliament in February 2024. In the ministerial statement setting out the settlement, the Secretary of State for Levelling Up, Housing and Communities advised that, as part of a package of additional funding, the government would be asking local authorities to compile productivity plans, setting out how local authorities would 'improve service performance and reduce wasteful expenditure ...'.

The Executive considered a report that set out Guildford Borough Council's draft productivity plan at appendix 1 that summarised recent steps taken to improve productivity and service performance, as well as the anticipated next steps.

The Executive noted that the council was making good progress on delivering the actions set out in its improvement plan and was content with the content of productivity plan.

RESOLVED

- (1) That the Council's productivity plan, as set out in Appendix 1 to the report submitted to the Executive be noted.
- (2) That the plan be endorsed ahead of its submission to the Ministry for Housing, Communities and Local Government by 19 July 2024.

Reason:

To comply with a request from the former Department for Levelling Up, Housing and Communities (DLUHC) to compile a productivity plan.

EX28 Off-Street Car Parking Enforcement Contract

Waverley Borough Council's contract for off-street car parking enforcement with its current provider (Marston's Group NSL) expired on the 30th of September 2024. There were a number of options available to Waverley Borough Council for providing the service once the contract ended. A project was undertaken by the Business Transformation Team (Waverley Borough Council), both councils' car parking teams and enabling services at both Waverley Borough Council and Guildford Borough Council ("the Council") to explore opportunities to work collaboratively to provide this service.

The Executive considered a report setting out the options for the Council to contract with Waverley Borough Council to provide parking enforcement services. The proposal had been considered by the Resources Overview and Scrutiny Committee and the recommendation to proceed was met with approval.

The Executive considered the proposal a beneficial example of close collaboration between the two councils that provided efficiencies of cost, service delivery and resilience. The proposal was welcomed and it was hoped further such opportunities would arise going forward.

The recommendations had been approved by Waverley Borough Council's Executive the previous week.

RESOLVED

- (1) That the Council enters into a contract with Waverley Borough Council to provide parking enforcement services as part of collaborative arrangements.
- (2) That authority be delegated to the Strategic Director - Place to enter into such agreement(s) as will be necessary to implement this decision.
- (3) That the Off-Street Staffing budget be increased to cover the increased establishment costs as described in paragraph 11.1 of the report submitted to the Executive.

Reason:

The Council will benefit from a reduction in overhead costs but more importantly there will be improved resilience as a result of the larger parking enforcement officer team.

EX29 Proposed traffic regulation order amendments to off-street parking place order

The Executive considered a report that sought to obtain authority to formally advertise amendments to various Traffic Regulation Orders (TROs), and in particular to revise the prioritisation of parking for the benefit of specific user-groups at Guildford Lido car park, Millmead House front car park and Lawn Road and Station Road (East Horsley) Car Park. In addition, the report sought authority to delegate the consideration of any representations received arising from the formal advertisement process to the Assistant Director of Commercial Services in consultation with the portfolio holder to make the TROs and to introduce those amendments. And finally, to realign the Borough Council's Electrical Vehicle

charging to bring it in line with the recently published national guidance and to discontinue the Green Scheme.

The Executive agreed that the amendments would clarify the situation at the various car parks and allow proper enforcement at the appropriate times of the other car parks identified. Also, the standardisation of the approach to Electrical Vehicle Charging Points would clarify the charging position across the borough and ensure consistency for users.

RESOLVED:

That the Executive agrees to formally advertise amendments to the Traffic Regulation Order as follows:

- (1) To formalise the Electric Vehicle Charge Point (EVCP) spaces in all car parks where they are made available.
- (2) To standardise the EVCP kWh tariff so that it operates 24/7 rather than part-time, so that both parking charges and tariffs will apply simultaneously during the hours when parking charges apply.
- (3) In regard to Guildford Lido car park, to change the name from Lido car park to Guildford Lido car park and introduce a (virtual) permit/prioritisation scheme for users of the Guildford Lido facility that operates between 8am-6pm Monday-Sunday.
- (4) In regard to Millmead House (front) car park / Lawn Road car park, to extend the control hours of the car parks from Monday-Sunday 8am-6pm to Monday-Sunday 8am-10pm, extending the virtual permit scheme in the 'front' car park to cover the Monday-Friday 8am-10pm period and parking charges in both car parks to cover the Saturday 6pm-10pm and Sunday 5pm-10pm periods. These car parks are presently only charged during the daytime at weekends.
- (5) In regard to East Horsley Kingston Meadow and Sutherland Memorial Park car parks, to revise the formalised parking controls so that only the disabled bay and manner of standing provisions are retained and all other restrictions relating to free limited waiting, payment and no return on the same day are removed.
- (6) To revoke the orders relating to the following car parks – these have either closed, or GBC Parking no longer has any involvement with their enforcement, management and upkeep: Bellerby Theatre car park, College Road car park, Commercial Road 1&2 car parks, Guildford Youth & Community Centre car park, Moorfield Road car park, Old Police Station car park and Ripley (White Hart Meadows) car park and Victoria Court car park.
- (7) In regard to the Green Scheme, to cease the informal concession/ permit scheme for users of full-EVs (FEVs) and to allow the annual permits to

expire at the end of March 2025 and not renew, nor allow new applications to join the scheme during the remainder of the 2024-25 financial year.

Reasons:

- To improve prioritisation of the parking spaces within car parks to better meet the needs of their intended users and for those car parks where it is recommended that the parking orders should be revoked, to reflect the closure / changed circumstances associated with those facilities.
- Previously EVCP recharging the in daytime was free and, in the evening/overnight its was charged. Although not covered by the TRO published by the government in November 2023, it is recommended that the EVCP tariff be standardised.
- The informal Green Scheme discounted/free parking in several of the Borough Council's car parks should be formalised to manage the permit scheme more effectively.

EX30 Guildford Park Road Redevelopment - Appointment of Development Partner

In March 2023, the Executive gave authority to a procurement exercise to secure a Development Partner, to support the Council in delivering a housing scheme at the Guildford Park site.

A procurement process was initiated in June 2023, which sought to identify a suitable Development Partner via a competitive dialogue and tender process. Final tenders were received in April 2024, and Officers and the appointed consultant team have evaluated the submissions received and identified the preferred bidder.

The Executive considered a report that sought approval to enter into a contract with Wates as the preferred bidder. Wates would be responsible for developing a new planning application for the site, securing planning consent, funding the non-affordable elements of the scheme and delivering the scheme in its entirety. The Council would acquire the affordable housing delivered by the scheme in accordance with the agreement. The parties would closely collaborate throughout the project delivery phase to deliver a high-quality residential development, with policy compliant amounts of affordable housing, on this under-utilised site. The updated Outline Business Case accompanied the report.

The Executive noted the long history of the site and positive progress was welcomed. The recommendations were supportive of strategic aims of the Council's corporate priorities.

RESOLVED:

That the following recommendation be approved by Council (23 July 2024):

That the Council approves:

- (1) The updated Outline Business Case, provided at Appendix 1 to the report submitted to the Executive, setting out the preferred way forward for the project, which is based on the appointment of Wates Construction Limited as the Council's development partner, and who will be responsible for delivering the scheme under a Development Agreement.
- (2) Pursuant to the procurement process outlined in the report, the appointment of Wates Construction Limited.
- (3) Expenditure of up to £39.7M from the HRA Capital Fund to fund the project from this point forward to completion.
- (4) The delegation of authority to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for Regeneration, to enter into all contracts and such other legal agreements as are necessary to appoint Wates Construction Limited.
- (5) The delegation of authority to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for Regeneration, to grant such approvals as are necessary to service the Council's responsibility to provide approvals under the Development Agreement.
- (6) The delegation of authority to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for Regeneration, to dispose of land and buildings in accordance with the requirements under the Development Agreement.
- (7) The delegation of authority to the Strategic Director (Place), in consultation with the Lead Councillor for Housing and Community and the Lead Councillor for Regeneration, to enter into all contracts and such other legal agreements connected with the Guildford Park Road housing project as may be necessary in compliance with Contract Procedure Rules and within the approved budget.

Reasons:

- The Guildford Park Road redevelopment is a key scheme within the Housing Revenue Account Business Plan that will deliver a significant number of additional homes in the town centre.
- The recommendation will support the delivery of the Council's emerging Corporate Strategy (2024 – 2034) by providing and facilitating housing that people can afford.
- The project will see the redevelopment of a brownfield site, allocated for housing in the Local Plan.

- The preferred delivery route for the Guildford Park site is partnership delivery, via a Development Agreement, as set out in the Strategic Outline Business Case approved by the Executive in March 2023.
- As demonstrated in the accompanying Business Case and Tender Report, the Council has undertaken a compliant procurement exercise, and following evaluation and moderation of the final tender submissions, Officers are now seeking approval to enter into a Development Agreement with Wates Construction Limited for the delivery of the Guildford Park redevelopment.

The meeting finished at 7.02 pm

Signed

Date

Chairman