



STATEMENT OF EXECUTIVE DECISIONS

Thursday 27 February 2025

The decisions summarised below were taken by the Executive at the above-mentioned meeting and, subject to the call-in procedure referred to in Overview and Scrutiny Procedure Rule 16 and to Note (a) at the end of this document, shall have effect five working days after the day of the meeting. Details of any recommendations to Council are also included for completeness.

Members of the Executive

Chairman:

*Councillor Julia McShane (Leader of the Council & 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

*Present

The Deputy Mayor, Councillor Howard Smith, and Councillor Young were in remote attendance.

Agenda Item No.		Officer(s) to action Item
1.	<p>APOLOGIES FOR ABSENCE</p> <p>An apology for absence was received from Councillor Merel Mehorst-Smith.</p>	
2.	<p>LOCAL CODE OF CONDUCT - DISCLOSABLE PECUNIARY INTEREST</p> <p>There were no disclosures of interest.</p>	
3.	<p>MINUTES</p> <p>The minutes of the meeting held on 23 January 2025 were confirmed as a correct record. The Leader signed the minutes.</p>	
4.	<p>LEADER'S ANNOUNCEMENTS</p> <p><u>Asking for resident feedback on our annual delivery plan</u></p> <p>We're inviting residents to help shape the future of Guildford borough by sharing their views for our annual Delivery Plan. An online survey has been launched to gather public feedback on the Delivery Plan which will outline the most significant actions and activities the council will undertake based on the key priorities in the new Corporate Strategy.</p> <p>We have recently consulted with local businesses, public sector partners, and educational institutions on the Delivery Plan, and are now encouraging all residents to have their say on the actionable things that should be included in the plan.</p> <p>The Delivery Plan survey is open until the 14 March. Please encourage residents to take part to ensure their views are heard.</p> <p><u>Crowdfund Guildford</u></p> <p>The Spring round of Crowdfund Guildford funding is open. The deadline for project submissions is Wednesday 12 March. We want to fund projects that:</p> <ul style="list-style-type: none"> • help vulnerable groups 	

- make rural areas better
- improve green spaces
- encourage people to enjoy nature and
- improve wellbeing.

We also encourage schools and Parish Councils to apply for funding to help bring their community ideas to life.

You can [find out more about Crowdfund Guildford](#), learn [how to start a fundraising campaign](#), and [see the other projects supported by the scheme so far](#) on the Crowdfund Guildford website.

5. * LOCAL PLAN UPDATE INCLUDING LOCAL DEVELOPMENT SCHEME

Decision:

That the Local Development Scheme (LDS), as set out in Appendix 1 to the report submitted to the Executive, be adopted subject to the revised Figure 1, as set out in the Supplementary Agenda Pack, and published, and that it has effect from 7 March 2025.

Riaan Van Eeden

Reason:

To meet the Government’s deadline for producing an updated LDS within 12 weeks of the publication of the National Planning Policy Framework (NPPF) 2024 (i.e. by 6 March 2025).

Other options considered and rejected by the Executive:

To not adopt the LDS.

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

None.

6. * REVIEW AND APPROVAL OF HOUSING POLICY: ALTERNATIVE ACCOMMODATION (DECANT) POLICY

Decision:

(1) That the proposed Alternative Accommodation (Decant) policy, as set out in Appendix 1 to the report submitted to the Executive, be approved.

Annalisa Howson

- (2) That the Assistant Director of Housing be authorised, in consultation with the Leader and Lead Councillor for Housing, to make any minor amendments to the Policy.

Reason:

To ensure that the Housing Department has documented policies to support tenants during the provision of alternative accommodation (decant) process. Temporary moves can be very disruptive to tenants. This policy therefore seeks to minimise that disruption and sets out the types of accommodation which might be offered as well as the payments which can be made to ensure that the tenant is not financially disadvantaged.

Other options considered and rejected by the Executive:

None.

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

None.

7. * **NEW LETTING OF B4 MOORFIELD POINT, 41 MOORFIELD ROAD, SLYFIELD INDUSTRIAL ESTATE**

Decision:

That the Council enters into a ten year lease with Style di Vita Ltd at a rent of £48,246 per annum, subject to a break option and an open market upwards-only rent review at year five.

Emma
Guy

Reasons:

- The proposed letting represents best consideration. It is the best offer received after thorough marketing and the rent represents an increase on previous lettings in this location.
- The proposed annual rent secures an increase in the annual rental income stream for the Council.

Other options considered and rejected by the Executive:

To not enter into the lease.

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

None.

8. * **FREEHOLD DISPOSAL OF LAND KNOWN AS LAND TO THE REAR OF 4 MIDDLE FARM CLOSE, EFFINGHAM**

Decision:

- (1) That the freehold disposal of Land to the rear of 4 Middle Farm Close, Effingham, be approved.
- (2) That the Joint Assistant Director for Assets and Property be authorised to negotiate terms for a disposal of Land to the rear of 4 Middle Farm Close, Effingham at best consideration and subsequently to enter into all relevant legal documentation required to complete the sale in return for a capital receipt.

Mark
Appleton

Reason:

To generate a capital receipt that will contribute towards the target to secure £50 million (net) of capital receipts from the sale of General Fund property assets, as set out in the Council's Financial Recovery Plan to reduce Council debt and achieve a sustainable financial position.

Other options considered and rejected by the Executive:

To retain the land to the rear of 4 Middle Farm Close within the Council's ownership and continue to include this land as part of Home Farm.

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

None.

9. * **FREEHOLD DISPOSAL OF GARDEN LAND KNOWN AS LAND ADJOINING BRIDGELLIS, ORESTAN LANE, EFFINGHAM**

Decision:

- (1) That the freehold disposal of garden land Adjoining Bridgellis, Orestan Lane, Effingham, be approved.
- (2) That the Joint Assistant Director for Assets and Property be authorised to negotiate terms for a disposal of garden land Adjoining Bridgellis, Orestan Lane, Effingham at best consideration and subsequently to enter into all relevant legal documentation required to

Mark
Appleton

complete the sale in return for a capital receipt.

Reason:

To generate a capital receipt that will contribute towards the target to secure £50 million (net) of capital receipts from the sale of General Fund property assets, as set out in the Council's Financial Recovery Plan to reduce Council debt and achieve a sustainable financial position.

Other options considered and rejected by the Executive:

To retain the land within the Council's ownership and continue to licence it in its current use as garden land and receive an income of £391 per annum.

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

None.

10. * VARIATION TO 1 YEAR CONTRACT TO DELIVER VOID WORKS

Decision:

That the Council enters into a contract variation with Kinncraig to increase the value of the Voids Contract by a further £864,000, as described in the report submitted to the Executive.

Gavin
Pugh

Reason:

To enable the council to continue undertaking and managing the refurbishment of void properties so that these can be relet.

Other options considered and rejected by the Executive:

- Wait for the long-term voids contractor to be procured:
- Run another sub threshold tender:
- Do nothing: spend up to the value of the existing contract.

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

None.

11. * **PROPOSED PURCHASE OF FORMER COUNCIL PROPERTY**

Decision:

- (1) That pursuant to Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of this item on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during consideration of the item, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified as appropriate in Paragraphs 1 and 3 of the revised Part 1 of Schedule 12A to the Act namely:
- Para (1): Information relating to any individual.
Para (3): Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- (2) That the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Decision:

That the Council purchases the long leasehold interest of 56 Roundhill Way, Guildford, for £225,000.

Siobhan
Rumble

Reasons:

- The Council is responsible for the structural repairs to the block in which the property is located, and it is the only property in the block which is privately owned.
- To take ownership of the property will enable the property to be put back to the most appropriate use within the HRA.

Other options considered and rejected by the Executive:

To not purchase the property.

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

None.

NOTES:

- (a) Any decision marked “#” means that the item was deemed by the Chief Executive and agreed by the Executive and Chairman of the Overview and Scrutiny Committee to be a matter of urgency for the reason indicated and, in accordance with Overview and Scrutiny Procedure Rule 16 (h), such decision takes effect immediately and is therefore *not* subject to the call-in procedure.
- (b) The call-in procedure is as follows:
 - (i) the Chairman of the Overview and Scrutiny Committee; or
 - (ii) a minimum of five members of the Councilmay require that a decision be referred to the Overview and Scrutiny Committee for review.
- (c) Councillors wishing to exercise their right to call-in a decision taken by the Executive must give notice in writing to the Democratic Services and Elections Manager. The reason for a councillor calling-in a decision shall accompany any such request and must meet one of the following criteria:
 - (a) that there was insufficient, misleading or inaccurate information available to the decision-maker;
 - (b) that all the relevant facts had not been taken into account and/or properly assessed;
 - (c) that the decision is contrary to the budget and policy framework and is not covered by urgency provisions; or
 - (d) that the decision is not in accordance with the decision-making principles set out in the Constitution.

Such notice should be marked for the attention of John Armstrong who can be contacted by e-mail on john.armstrong@guildford.gov.uk

- (d) On receipt of a call-in request, the Monitoring Officer will decide, in consultation with the chairman of the Overview and Scrutiny Committee, whether it is valid and will notify the councillors concerned accordingly.
- (e) In the case of a valid call-in, the decision shall be referred to a special Call-in meeting of the Overview and Scrutiny Committee, which shall be held within 21 days of the decision on validity referred to in paragraph (d) above.
- (f) A decision marked with an asterisk denotes that the matter is a “Key

Decision” which is defined in the Council’s Constitution as an executive decision:

- (i) which is likely to result in significant income, expenditure or savings (of at least £200,000) having regard to the budget for the service or function to which the decision relates; or
- (ii) which is likely to have a significant impact on two or more wards within the Borough.