

 GUILDFORD BOROUGH	RECORD OF EXECUTIVE DECISION TAKEN BY AN OFFICER UNDER DELEGATED AUTHORITY
SUBJECT:	Right to Buy – 43 Dunmore Park Barn Guildford Surrey GU2 8LA
KEY DECISION* Yes/No	Yes
Ward(s) affected:	Westborough
NAME AND DESIGNATION OF OFFICER TAKING DECISION:	Siobhan Rumble Landlord Services Manager
SOURCE OF AUTHORITY TO TAKE DECISION: Either: Executive Decision (please include date of meeting) Or: Scheme of Delegation to Officers	Council's 5/1/21 Constitution Part 3, Page 3-60, Para 13 To approve the sale of houses and determine all associated matters in accordance with the right to buy scheme and the Council's agreed policies.
CONSULTATIONS: (a) Relevant Lead Councillor(s): Comments: (b) Local Ward Councillor(s): Comments**: (c) Officers (state names): Comments:	(a) N/A (b) N/A (c) N/A
DETAILS OF DECISION: (attach additional sheets if required)	The tenant of the property has confirmed that they wish to proceed with the purchase of the property in accordance with the right to buy legislation and at the purchase price set out in the offer notice dated 14 July 2021. If you have any queries, then please contact Ashley Lawes who will be happy to provide further information.
Reasons for Decision:	The Council has a statutory requirement to sell the property under the right to buy legislation
Details of any alternative options considered and rejected when making the decision:	None
Details of any conflict of interest declared by any executive councillor who is consulted in relation to this decision:	None

Contact Officer: Service:	Ashley Lawes Legal Services
Direct Line: File Ref:	444073 AL/007622

I hereby take the decision referred to above, for the reason(s) stated.

Signed: By, or on behalf of, the decision maker ...Ian Doyle



Job title of decision maker: Director of Service Delivery

Date decision taken: 18 October 2021

Date decision may be implemented, subject to call-in provisions***: See note below

IMPORTANT NOTES (PLEASE READ):

ACCESS TO INFORMATION PROCEDURE RULES

Unless the details of this decision or any accompanying report or background paper contain confidential or exempt information (see note below), you MUST ensure that, as soon as reasonably practicable after making this decision,

- (1) send a copy of this record of decision, together with any relevant report or background paper referred to therein, to Committee Services so that it may be uploaded to the website; and
- (2) make a copy of this record of decision, together with any relevant report or background paper referred to therein, available for inspection by the public at the Council offices.

This record, together with any relevant report or background paper, must be retained for six years following the date of the decision.

***KEY DECISION**

a "key decision" is an *executive* decision which is likely to:

- (i) result in significant 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) have a significant impact on two or more wards within the Borough.

Please note that before a key decision can be taken lawfully, public notice of intention to make it must appear in the published Forward Plan for at least 28 days before the date on which the key decision is proposed to be made. If the decision is more urgent, it will become subject to urgency provisions, in which case please contact Committee Services.

****CONSULTATION WITH LOCAL WARD COUNCILLORS**

Where a decision affects a particular area or locality, the scheme of delegation requires officers to undertake routine notification, and consultation where appropriate, of local ward councillors.

*****CALL-IN**

Any executive decision made by an officer under delegated authority may only be implemented on the expiry of five working days after the day of publication of the decision. During this time, the decision may be called in by councillors for review by the Overview and Scrutiny Committee. You will be informed by Committee Services if this happens.

CONFIDENTIAL / EXEMPT INFORMATION¹

¹ If you are unsure as to what constitutes confidential or exempt information, please see Guidance or contact Committee Services

If this record or any document (or part of a document) referred to herein contains confidential or exempt information, the requirement to make this record or any such document available on the website or for inspection by the public at the Council offices is removed. In such circumstances, you must still retain the record for six years for audit trail purposes, and send a copy of this record, together with any relevant report or background paper referred to therein, to Committee Services, who will circulate it to all councillors.