
 GUILDFORD BOROUGH	RECORD OF EXECUTIVE DECISION TAKEN BY AN OFFICER UNDER DELEGATED AUTHORITY
SUBJECT:	To lease 3 properties to a specialist provider as part of a Domestic Abuse pilot project.
KEY DECISION* Yes/No	No
Ward(s) affected:	Stoke &Worplesdon
NAME AND DESIGNATION OF OFFICER TAKING DECISION:	Andrew Smith
SOURCE OF AUTHORITY TO TAKE DECISION: Either: Executive Decision (please include date of meeting) Or: Scheme of Delegation to Officers	<i>Council Constitution dated , Part 3, Page 3-53, paragraph 35:</i> In consultation with the Chief Finance Officer and appropriate lead councillor and subject to being satisfied that the Council will receive the best consideration reasonably obtainable to accept terms for the granting, renewing, reviewing and varying of leases of Council-owned land and property held in the Housing Revenue Account.
CONSULTATIONS: (a) Relevant Lead Councillor(s): Comments: (b) Local Ward Councillor(s): Comments**: (c) Officers (state names): Comments:	Julia Mcshane Leader of the council and Lead for Housing Services? Angela Gunning, James Walsh, Ann McShee, Bob McShee and Ruth Brothwell Jo James Senior Policy Officer Organisational Development-Strategy Performance and Events
DETAILS OF DECISION: (attach additional sheets if required)	To lease 3 properties to a specialist provider as part of a Domestic Abuse pilot project.
Reasons for Decision:	Part 4 of the Domestic Abuse Act 2021 placed a statutory duty on Tier 1 Local Authorities to provide support in safe secure accommodation for everyone. The duty also states that Tier 2 LA's (district and boroughs) must co-operate with Tier 1 LA's to deliver their safe accommodation strategy.
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: Direct Line: File Ref:	Siobhan Kennedy Housing Advice Services 01483 444247
<p>I hereby take the decision referred to above, for the reason(s) stated.</p> <p style="text-align: center;"></p> <p>Signed:</p> <p>Job title of decision maker: Executive Head of Housing</p> <p>Date decision taken: 13 March 2023</p> <p>Date decision may be implemented, subject to call-in provisions***: See note below</p>	
<p>IMPORTANT NOTES (PLEASE READ):</p> <p>WHAT SHOULD BE PUBLISHED? All officer decisions which are key* decisions and other executive decisions listed in the scheme of delegation to officers, or which have been specifically authorised by the Leader/Executive, which require prior consultation with the Leader, a lead councillor, or a local ward member **. Call-in *** of an officer decision should only apply if such a decision is a key decision. There is no legal requirement to publish on the website any such decisions which contain confidential or exempt information. (see points 7 and 8 below).</p> <p>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 <u>MUST</u> ensure that, as soon as reasonably practicable after making this decision,</p> <ol style="list-style-type: none"> (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. <p>This record, together with any relevant report or background paper, must be retained for six years following the date of the decision.</p> <p>*KEY DECISION a “key decision” is an <i>executive</i> decision which is likely to:</p> <ol style="list-style-type: none"> (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. <p>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.</p> <p>**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.</p>	

*****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

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.

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