

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

EX39 Apologies for Absence

There were no apologies for absence.

EX40 Local Code of Conduct - Disclosable Pecuniary Interest

There were no disclosures of interest.

EX41 Minutes

The Executive confirmed the minutes of the last meeting held on 8 August 2024 as a correct record. The chair signed the minutes.

EX42 Leader's Announcements

Recently the council teamed up with the Environment Agency, Surrey Police, and Waverley Borough Council to reduce fly-tipping. We focused on vehicles carrying waste. Two vehicles were taken for not having the right licenses and one vehicle linked to an ongoing Environment Agency investigation was stopped and seized by police.

We are committed to building a community that values environmental responsibility. We urge everyone to be responsible with their waste disposal and report suspicious activity if they see it. Together, we can keep Guildford clean and protect our environment.

[You can find helpful advice about fly-tipping on the Surrey Environment Partnership website](#)

Guildford Heritage Open Days were returning to the borough on 13 and 15 September 2024. During this national event, places of special interest in Guildford would be opened up to the public free of charge, including historic buildings and gardens. New exciting editions to our programme this year included the chance to step back in time on a vintage bus ride around Guildford, live jazz music being

played in the Guildhall and Abbots Hospital courtyard, chapel chats in the incredible Watts Chapel and a chance to learn on the move with Horsley Heritage Walks. It was a fantastic opportunity to explore hidden treasures on your doorstep and celebrate Guildford's unique history and culture.

This year Guildford's Heritage Open Days received funding from the UK Government through the UK Shared Prosperity Fund.

[Find out more about Guildford Heritage Open Days 2024 -on the Visit Surrey website](#)

This September would see the return of Guildford Walkfest, the annual celebration of walking in and around our beautiful borough. With at least one walk organised every day in September, this year's festival would celebrate our lovely Borough, with the focus firmly on the positive benefits of walking for mental and physical health for everyone.

All the walks were free and all ages and abilities had been considered. Short and long walks provided an opportunity to socialise with others and join in with the local community. Many of the walks were family and dog friendly. Booking was essential. [Details of every walk are available on the Guildford Walkfest website.](#)

Guildford's first Cleaner Air Day encouraged motorists to choose alternative travel such as walking, cycling or public transport, instead of using their car for the day. At the same time, we could reduce air pollution and give more room to breathe.

Working with our partners, such as Surrey County Council, University of Surrey, Zero Carbon Guildford, and health providers, this free event would showcase what was happening locally to make a "Greener Guildford".

Join us in Guildford Town centre on Sunday, 29 September 2024, from 11:00 am to 4:00 pm for this free family fun day to celebrate and learn ways we can all help improve air quality. [More information about Cleaner Air Day in Guildford is on the Visit Surrey website.](#)

We have approved new guidelines to help developers when they submit planning applications for new residential developments.

[Search our newsroom for more information on our website.](#)

EX43 O&S Recommendations to the Executive - Houses in Multiple Occupation (HMO)

At its meeting on 22 July 2024, the Services Overview & Scrutiny Committee considered a paper titled 'Licensing of Houses in Multiple Occupation (HMOs)'. The Committee resolved:

- (I) That the Executive be recommended to support further measures necessary to establish the number of HMOs in the Borough.
- (II) That the Executive ensure that for subsequent HMO reports the public are consulted on the impact and ongoing issues associated with HMOs in the Borough.
- (III) That Committee members be provided with an update on what further data would be required to explore Article 4 Direction options.

The purpose of the report to the Executive was to advise what work would be needed to support the recommendations of the O&S Committee. It was proposed that recommendation 3 be the first piece of work to be undertaken and a full report would be to follow. It was expected there would be resource and financial implications for the council if an Article 4 Direction or any additional licensing was implemented. There would be full public consultation in respect of any proposals to greater regulate local housing.

The Executive noted that whilst it was believed a balance of tenure was preferable for residential communities, for a broad range of people living in Guildford an HMO was the only option in due to high house prices. However, It was important that the council had an understanding if areas were being negatively impacted by large numbers of HMOs in certain streets and that the accommodation provided was safe.

RESOLVED:

To note the recommendations arising from the meeting of the Overview and Scrutiny (Services) Committee held on 22 July 2024; and note what work, and the sequence of the work, which would be needed to support those recommendations.

Reasons:

To receive the recommendations.

EX44 Adoption of the Thames Basin Heaths Special Protection Area Tariffs SPD

The Executive report recommended the adoption of the Thames Basin Heaths Special Protection Area Tariffs Supplementary Planning Document (SPD). The SPD did not create new policy but provided guidance for existing policy on the Thames Basin Heaths Special Protection Area contained in Policy P5: Thames Basin Heaths Special Protection Area of the Local Plan: Strategy and Sites 2015-2034 and saved policy NRM6 of the South East Plan. If adopted, the SPD would be a material consideration in planning decisions. Adoption of the SPD would help applicants and decision makers in the submission and determination of planning applications by providing additional clarity and ensuring better consistency.

The Executive welcomed and endorsed the SPD.

RESOLVED:

That the Thames Basin Heaths Special Protection Area Tariffs Supplementary Planning Document, as set out in Appendix 1 to the report submitted to the Executive, be adopted.

Reason for Recommendation:

Adopting the Supplementary Planning Document would provide detailed guidance for adopted Local Plan: Strategy and Sites Policy P5: Thames Basin Heaths Special Protection Area. It would supplement and replace elements of the extant guidance in the Thames Basin Heaths Special Protection Area Avoidance Strategy SPD 2017. This would help ensure clarity and consistency in decision making and ensure that sums sought from new developments are aligned with the cost of mitigation.

EX45 Supply of Grave Digging Services/Contract to GBC Cemeteries

The Council had recently reviewed its governance and financial procedures and rules. As a part of this process, full Council adopted a new Scheme of Delegation on 23 July 2024. The new arrangements provided a different process for making decisions to enter into contracts which resulted in a key decision. All such decisions without prior Executive authority would now come before the Executive for authorisation. The purpose of the report was to inform the Executive of the detail of the procurement of the proposed grave digging contract which was a key decision as the value exceeded £200,000 and to seek approval to proceed and to commence on 1 October 2024. The existing Grave digging contract expired on 30 September 2024.

The Executive noted the number of burials taking place were reducing year on year as less space was available.

The Bereavement Team were commended for their work.

RESOLVED:

That the Strategic Director for Housing and Environment be authorised, in consultation with the Lead Councillor for Environment and Climate Change, to enter into a new contract for Grave Digging services for GBC Cemeteries up to a value of £250,000 for a term of 5-years.

Reason for Recommendation:

The Council's existing contract would expire on 30 September 2024 and as a Burial Authority the council must have a new contract in place. A grave digging

contract was required to fulfil the burial service function as there was no longer an internal team.

The meeting finished at 6.41 pm

Signed

Date

Chairman