Executive

* Councillor Julia McShane (Chairperson)
Councillor Vanessa King (Vice-Chairperson)

* Councillor Phil Bellamy
* Councillor Angela Goodwin
* Councillor Carla Morson
Councillor Merel Rehorst-Smith
* Councillor Fiona White

*Present

Councillor Matt Furniss was also in attendance.

EX66 Apologies for Absence

Apologies for absence were received from Councillors Vanessa King and Merel Rehorst-Smith.

EX67 Local Code of Conduct - Disclosable Pecuniary Interest

There were no declarations of interest.

EX68 Minutes

The minutes of the meeting held on 17 September 2026 were confirmed. The Leader signed the minutes.

EX69 Questions from members of the Public

Two questions were received from members of the public under Procedure Rule 11. The questions with written responses were set out in the supplementary agenda pack.

Mr. Michael Roberts submitted the first question and was not in attendance and there was no supplementary question.

Mr. Chris Meeks (on behalf of the Trustees of Project Oasis North Downs Charity) was in attendance and submitted a supplementary question, as follows:

"We ask that if, after discussion, Guildford Council Executive favours the sale of Puttenham Barn, then this be subject to an appropriate public consultative process that recognises the Barn is a publicly-owned property? Furthermore, that such a consultation include the Director of the Surrey Hills National Landscape Project, the Chair of Visit Surrey, Puttenham Parish Council and ourselves. Surely the Council has an overriding duty to act fairly and our supplementary question reflects our profound concern at the lack of consultation on this particular subject."

Written response (provided 13 October 2026)

"Many thanks for your follow up question that you asked at the Council's Executive Committee meeting last Thursday evening. We appreciate your concern about the future of the Camping Barn and the continued operation of the trust's activities.

As you're aware, Project Oasis North Downs (POND) are currently tenants of Guildford Borough Council and have a lease that expires in early 2031. The lease is a business tenancy under the Landlord & Tenant Act of 1954, which provides a right of renewal unless a landlord can demonstrate specific grounds for refusing it. If all necessary approvals are secured and the freehold is sold, this allows for the charity's continued occupation of the Camping Barn for at least another four years.

The Council has followed appropriate procedures in line with its constitution and relevant policies. Ward councillors and POND were informed of the proposal to sell Puttenham Camping & Storage Barn ahead of the Executive meeting on Tuesday 8 October.

At that meeting the Executive approved the appointment of agents and the marketing of the property for sale, subject to the approval of West Surrey Shadow Authority.

As the property is held in our general fund investment portfolio and there is a commercial landlord-tenant relationship between the Council and POND, there is no statutory or constitutional requirement for a public consultation on the proposed sale.

We'll continue to keep ward councillors and POND informed of progress with the marketing and sale of the Camping and Storage Barn, including the decision notice from the West Surrey Shadow Authority when it is published."

EX70 Questions from Members of the Council

Councillor Matt Furniss submitted a question under Procedure Rule 12. The question and the written response were set out in the supplementary agenda pack. Councillor Furniss was in attendance and submitted the following supplementary question:

"*What recyclable materials do the contracts not recycle, which contracts are these and can the council please supply the targets in the last 4 quarters of measurements against these targets.*
Regarding Freedom Leisure, how is the recycling measured and monitored through the contract and are all recyclable materials that are dumped in general non-hazardous compactable waste bins recycled?"

Written response (provided Tuesday 13 October 2026):
"Freedom Leisure use Veolia as their waste management contractor and they have collections for general waste, recycling, glass and food. Veolia provide recycling data as a % of total waste from all waste collected. This data is shared monthly, and we populate this on the environmental and sustainability tab on the monthly monitoring report. All waste collected by Veolia is processed at a materials recovery facility (MRF). It is then sorted and processed before being sent for recycling, reuse or disposal. Waste already separated is sent to a clean MRF, whereas waste not separated is sent to a dirty MRF and manually sorted. which is more expensive.

Veolia operate a zero waste to landfill process. This means that waste that cannot be recycled is sent to wate-to-energy sites which produce energy from waste. These methods do produce emissions but are offset by the prevention of fossil fuels being used to generate energy.

In the recycling bins Veolia accept:
Dry mixed paper and card
Dry mixed plastics
Dry mixed metals
Glass (specific glass bins)
Food (specific food waste bins)

Items such as plastic bags, cling film, confectionary packets, blue roll, aerosol cans, tetra packs, drinking glasses are not recycled and put in general waste bins. Contaminated waste such as dirty pizza cardboard boxes are treated as general waste. Unfortunately, there is no current provision for battery or coffee cup

recycling. Although, customers take used coffee grounds for their gardens and there is a collection point in biodegradable bags in the café

Freedom also parter with Leisure Loop for the recycling of plastics, ordinarily not accepted as general recycling, such as swim hats, foam floats, pool buoys, noodles. float bands, goggles etc. This is a separate contract and partnership. Additionally, we weigh and share clothing waste (unclaimed lost property) with local charity partners and again, this is separate from the Veolia contract and collection.

Areas where Freedom area looking to improve:

- *change the colour bags for recycling and general waste, to ensure the right bags end up in the right bins for final collection.*
- *change and increase signage on recycling bins to increase awareness.*
- *where possible, position a recycling bin next to all general waste bin locations.*
- *at Spectrum specifically, they are overhauling all the bins to further improve recycling of specific materials (ie, a dedicated coffee cup recycling station, pizza box recycling).*
- *continued education for colleagues with a mandatory online environmental training course, and ongoing carbon literacy training. Alongside education of customers with improved signage and participation in events such as National Recycling week to increase awareness.*
- *ongoing energy and sustainability audits to identify improvements.*

We have targets for recycling in the contract around increased recycling rates, maximisation of recycling and the reduction in non-recyclable waste. There is no numerical recycling percentage target specified. Year 1 of the contract has been used to establish baseline performance, with future targets agreed through the Annual Service Plan and Environmental and Energy Management Plan."

EX71 Leader's Announcements

The Leader of the Council made the following announcements:

From 12 to 25 October, we're asking tenants to help shape our new Housing Diverse Needs Strategy. The strategy will help us better understand and respond to tenants' different needs and circumstances, so everyone can access fair, respectful and safe housing services.
Tenants can share their views on the draft strategy by completing a short survey on our website or by attending one of our in-person engagement events. All

councillors are encouraged to attend and help promote these. Further details will be emailed to you directly so please help us encourage as many tenants as possible to take part.

I'm excited to tell you that we've launched a market engagement exercise with independent specialists Blue Horizon Ventures to help secure the future of The Electric Theatre.
We're holding an online event next week for potential operators with an interest in operating the community arts venue and helping it thrive for years to come.
For more information, visit our website.

We've given £44,874.00 in community grant funding to Guildford Shopmobility. This much-valued service can now continue to help people with mobility issues to access local shops, services and community life in the town centre.
Guildford Shopmobility has successfully reopened following a partnership effort involving the Council, Experience Guildford, and local service users who campaigned for its return after the previous provider was no longer able to operate.
The service is based at Bedford Road car park, and more information can be found at www.guildfordshopmobility.co.uk

This October, residents can enjoy a variety of family-friendly activities across our venues. Highlights include a free World Space Week Relaxed Workshop and a textile exhibition at Guildford House Gallery, alongside Halloween-themed fun at Guildford Castle and Guildford Museum.
Families can also take part in a spring bulb planting activity and a creative collage workshop during half term. For full details, follow the heritage team on social media or visit our website.

EX72 Local Authority Housing Fund Round 4

The Executive report noted that authority to accept Ministry of Housing, Communities and Local Government (MHCLG) Local Authorities Housing Fund Round 4 (LAHF4) grant funding along with a proposal to match fund from the Housing Revenue Account had previously been approved by Executive on 23 April 2026 and full Council on 12 May 2026. However, previous reporting had not included the specific officer delegated authority to enable the project to proceed.

The report before the Executive sought approval to use the LAHF4 funding and set out the specific officer delegated authority required to proceed with the purchase of the six properties.

Such approval would enable the Council to meet the deliverables and funding requirements as set out in the Memorandum of Understanding in place between it and MHCLG.

The Executive,

RESOLVED:

1. Approve the acquisition of six properties to meet the objectives and funding requirements of the LAHF 4; and
2. Delegate authority to the Joint Director of Housing Services, in consultation with the Lead Councillor for Housing and Corporate Services and the Joint Strategic Director of Finance and Resources, to make the key decisions required to purchase each of the individual properties needed to deliver this project.

Reason(s):

1. The project will facilitate the acquisition of homes that will be used for temporary accommodation for homeless families or for families on the Afghan Resettlement Programme. This aligns with the Council's objective of using the means available to it to deliver decent and affordable homes for our residents as set out in its Corporate Strategy 2024-2034.
2. At its meeting on 12 May 2026, full Council resolved that a budget to deliver this project of £3,297,300 be added to the capital programme, of which £1,387,000 is LAHF Round 4 capital grant funding, with the balance being funded from the Housing Revenue Account.
3. With this budget now in place and to enable the Council to meet its commitments as set out in the Memorandum of Understanding between it and MHCLG and proceed with the necessary acquisitions in a timely manner, Officers are requesting the delegations as set out above.

EX73 Community Asset Transfer Policy Review

The Executive considered a report setting out recommendations arising from a review of the Council's Community Asset Transfer (CAT) Policy. The purpose of the review was to ensure a more consistent approach to future applications.

During the review, it was noted that the Waverley Borough Council (WBC) CAT policy, incorporating some local amendments, set out the provisions that were

sought for Guildford. The meeting heard that despite the forthcoming local government reorganisation, it was important that local communities had a sound approach in place. Consequently, the recommendation was to adopt, as an interim measure, an adapted version of the WBC policy. This revised policy would support transparent decision-making, ensure transfers were made to suitable and properly financed organisations, and assist the Council in meeting its Best Value Duty.

The Executive,

RESOLVED:

To adopt the revised GBC Community Asset Transfer policy as set out in Appendix 1 to this report.

Reason(s):

1. The current Community Asset Transfer policy is due for review.
2. Following implementation and operation of the existing policy, officers have identified a number of amendments that would provide greater clarity and support a more consistent application.
3. Provide clarity on the process for both speculative applications and applications where an asset has been assessed and already deemed suitable for transfer.

EX74 To review the rent at 10 Midleton Road (Lexicon House), Guildford

The Executive was advised that the rent review was to be determined by a third party appointed by the RICS following which the Executive was not required to make a decision.

EX75 Asset Disposal Programme - 1 Sydenham Road, Guildford and Castle Square Car Park

The Council had a adopted a disposal programme in 2024 as part of an ongoing financial mitigation strategy of property assets held within the General Fund of which £20m (net) was targeted to be received by March 2027.

The Executive considered a report seeking approval for the disposal of the Council owned asset at 1 Sydenham Road, Guildford together with the rear car park and authorise the Joint Director of Assets and Property to market the asset

and approve the disposal at best consideration, entering into all relevant legal documentation to complete the sale.

The Executive,

RESOLVED:

1. Delegate authority to the Director of Assets and Property, in consultation with the Portfolio Holder for Finance and the Joint Strategic Director for Finance and Resources, to market for sale and agree terms for a disposal of 1 Sydenham Road, Guildford, together with Castle Square Car Park, at best consideration, subject to consent from West Surrey Shadow Authority and subject to a minimum sale figure as referenced in section 3.0 of exempt Appendix 2; and
2. Recommend the proposed transaction to the West Surrey Shadow Executive for approval in accordance with the requirements of the Section 24 Direction and the General Consent Order.

Reason(s):

To enable the Council to generate capital receipts through the sale of approved property and land assets to contribute to the target, as set out in the Financial Recovery Plan to reduce Council debt and to achieve a sustainable financial position.

EX76 Asset Disposal Programme - Puttenham Camping & Storage Barn, The Street, Puttenham

The Council had a adopted a disposal programme in 2024 as part of an ongoing financial mitigation strategy of property assets held within the General Fund of which £20m (net) was targeted to be received by March 2027.

The Executive considered a report seeking approval for the disposal of the Council owned asset Camping and Storage Barn, Puttenham and authorise the Joint Director of Assets and Property to market the asset and approve the disposal at best consideration, entering into all relevant legal documentation to complete the sale.

The Executive heard that the building was significant locally and was currently only in partial use due to its poor condition. The matter of the disposal timescale

and any consultation with the community was raised earlier in the meeting and in the public question response.

Achieving best consideration would be a priority and an obligation for the Council.

The Executive,

RESOLVED:

1. Delegate authority to the Joint Director of Assets and Property, following prior consultation with the Portfolio Holder for Finance and the Joint Strategic Director of Finance and Resources, to market and agree terms for a disposal of the freehold interest in the Puttenham Camping & Storage Barn, The Street, Puttenham at best consideration, once all necessary approvals and consents have been obtained; and
2. Recommend the proposed transaction to the West Surrey Shadow Authority for approval in accordance with the requirements of the Section 24 Direction and the General Consent.

Reason(s):

To enable the Council to generate capital receipts through the sale of approved property and land assets to contribute to the target, as set out in the Financial Recovery Plan, to reduce Council debt and to achieve a sustainable financial position.

The meeting finished at 6.37 pm

Signed ..... Date .....

Chairperson