

To: All Members (for Information)

When calling please ask for:

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Calls may be recorded for training or monitoring

Date: 5 June 2024

Executive Co-Portfolio Holder for Housing Decisions

Cllr Paul Rivers

Cllr Janet Crowe

Dear Councillors

The EXECUTIVE CO-PORTFOLIO HOLDER FOR HOUSING DECISIONS will sit to consider the reports and recommendations set out in the attached Agenda, as follows:

DATE: THURSDAY, 13 JUNE 2024

TIME: 10.00 AM

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the Meeting is set out below.

The meeting can be viewed remotely via [Waverley Borough Council's YouTube channel](#) or by visiting www.waverley.gov.uk/webcast.

Yours sincerely

Susan Sale

Joint Director of Legal & Democratic Services & Monitoring Officer

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NOTES FOR MEMBERS

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

AGENDA

1. **MINUTES** (Pages 5 - 10)

To approve the minutes of the meeting on 2 May 2024.

2. **DECLARATIONS OF INTERESTS**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

3. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Co-Portfolio Holder for Housing to respond to any questions received from members of the public for which notice has been given in accordance with Procedure Rule 10.

The deadline for receipt of questions is Thursday 6 June 2024.

4. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

The Co-Portfolio Holder for Housing to respond to any questions received from Members in accordance with Procedure Rule 11.

The deadline for receipt of questions is Thursday 6 June 2024.

5. **AWARD OF DOMESTIC AND COMMERCIAL HEATING CONTRACT** (Pages 11 - 18)

[Portfolio Holder: Co-Portfolio Holder for Housing (Operations and Services)]
[Wards Affected: All Wards]

Recommendation

That the Executive Co-Portfolio Holder for Housing (Delivery) or Housing (Operations and Services) approves:

1. The appointment of Smith & Byford Limited for Gas Services Inspection, testing and repairs and replacements for a term of 36 months tendered.

Reason for recommendation:

1. Waverley Borough Council have a moral and legal duty of care to keep our properties safe and compliant for our residents to live without fear of accidents that could arise from not carrying out gas services inspections, testing and repairs and replacements.

6. EXCLUSION OF THE PRESS AND PUBLIC

To consider the following recommendation on the motion of the Co-Portfolio Holder for Housing:-

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item(s) 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 these items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

7. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone
Leila Manzoor, 01483523224, on or by email at
committees@waverley.gov.uk**