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Contact Officer:

John Armstrong,  
Democratic Services and Elections Manager  
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17 March 2021

Dear Councillor

Your attendance is requested at a meeting of the **CORPORATE GOVERNANCE AND STANDARDS COMMITTEE** on **THURSDAY, 25 MARCH 2021 at 7.00 pm**. This meeting can be accessed remotely via Microsoft Teams. If councillors or co-opted members lose their wi-fi connectivity to the meeting and are unable to re-join using the link on the Outlook calendar invitation, please re-join using the telephone number 020 3855 4748. You will be prompted to input a conference ID: 874 240 916#

Yours faithfully

James Whiteman  
Managing Director

**MEMBERS OF THE COMMITTEE**

Chairman: Councillor Nigel Manning  
Vice-Chairman: Councillor Deborah Seabrook

Councillor Liz Hogger	Maria Angel MBE+
Councillor Ramsey Nagaty	Murray Litvak+
Councillor George Potter	Julia Osborn^
Councillor John Redpath	Ian Symes^
Councillor James Walsh	Tim Wolfenden^
*Independent member	^ Parish member

**Authorised Substitute Members:**

Councillor Jon Askew	Councillor Masuk Miah
Councillor Ruth Brothwell	Councillor Marsha Moseley
Councillor Colin Cross	Councillor Susan Parker
Councillor Andrew Gomm	Councillor Jo Randall
Councillor Angela Gunning	Councillor Tony Rooth
Councillor Tom Hunt	Councillor Catherine Young

**WEBCASTING NOTICE**

This meeting will be recorded for live and/or subsequent broadcast on the Council's website in accordance with the Council's capacity in performing a task in the public interest and in line with the Openness of Local Government Bodies Regulations 2014. The whole of the meeting will be recorded, except where there are confidential or exempt items, and the footage will be on the website for six months.

If you have any queries regarding webcasting of meetings, please contact Committee Services.

**QUORUM 3**



## THE COUNCIL'S STRATEGIC FRAMEWORK

### Vision – for the borough

For Guildford to be a town and rural borough that is the most desirable place to live, work and visit in South East England. A centre for education, healthcare, innovative cutting-edge businesses, high quality retail and wellbeing. A county town set in a vibrant rural environment, which balances the needs of urban and rural communities alike. Known for our outstanding urban planning and design, and with infrastructure that will properly cope with our needs.

### Three fundamental themes and nine strategic priorities that support our vision:

- |                     |  |
|---------------------|--|
| <b>Place-making</b> | Delivering the Guildford Borough Local Plan and providing the range of housing that people need, particularly affordable homes |
|                     | Making travel in Guildford and across the borough easier   |
|                     | Regenerating and improving Guildford town centre and other urban areas   |
| <b>Community</b>    | Supporting older, more vulnerable and less advantaged people in our community  |
|                     | Protecting our environment   |
|                     | Enhancing sporting, cultural, community, and recreational facilities   |
| <b>Innovation</b>   | Encouraging sustainable and proportionate economic growth to help provide the prosperity and employment that people need       |
|                     | Creating smart places infrastructure across Guildford  |
|                     | Using innovation, technology and new ways of working to improve value for money and efficiency in Council services             |

### Values for our residents

- We will strive to be the best Council.
- We will deliver quality and value for money services.
- We will help the vulnerable members of our community.
- We will be open and accountable.
- We will deliver improvements and enable change across the borough.

## AGENDA

### ITEM

**1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**

**2 LOCAL CODE OF CONDUCT - DISCLOSURE OF INTERESTS**

In accordance with the local Code of Conduct, a councillor is required to disclose at the meeting any disclosable pecuniary interest (DPI) that they may have in respect of any matter for consideration on this agenda. Any councillor with a DPI must not participate in any discussion or vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter.

If that DPI has not been registered, you must notify the Monitoring Officer of the details of the DPI within 28 days of the date of the meeting.

Councillors are further invited to disclose any non-pecuniary interest which may be relevant to any matter on this agenda, in the interests of transparency, and to confirm that it will not affect their objectivity in relation to that matter.

**3 MINUTES (Pages 5 - 10)**

To confirm the minutes of the meeting of the Corporate Governance and Standards Committee held on 14 January 2021.

**4 CORPORATE PERFORMANCE MONITORING (Pages 11 - 50)**

**5 FINAL AUDIT FINDINGS REPORT 2019-20 (Pages 51 - 124)**

**6 BURCHATTS FARM BARN FINAL AUDIT REPORT (Pages 125 - 168)**

**7 INTERNAL AUDIT PROGRESS REPORT AND HEAD OF INTERNAL AUDIT OPINION 2020-21 (Pages 169 - 180)**

**8 INTERNAL AUDIT PLAN 2021-22 (Pages 181 - 190)**

**9 ANNUAL REPORT OF THE MONITORING OFFICER REGARDING MISCONDUCT ALLEGATIONS (Pages 191 - 200)**

**10 FINANCIAL MONITORING REPORT: APRIL 2020 TO JANUARY 2021 (Pages 201 - 268)**

**11 WORK PROGRAMME (Pages 269 - 278)**