



www.guildford.gov.uk

Contact Officer:

John Armstrong,
Democratic Services and Elections Manager
Tel: 01483 444102

9 June 2021

Dear Councillor

Your attendance is requested at a meeting of the **CORPORATE GOVERNANCE AND STANDARDS COMMITTEE** to be held in the Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **THURSDAY, 17 JUNE 2021 at 7.00 pm.**

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE COMMITTEE

Chairman: Councillor George Potter

Vice-Chairman: Councillor Deborah Seabrook

Councillor David Goodwin
Councillor Nigel Manning
Councillor Susan Parker
Councillor John Redpath
Councillor James Walsh

Maria Angel MBE +
Murray Litvak +
Julia Osborn ^
Ian Symes ^
Tim Wolfenden ^

*Independent member

^ Parish member

Authorised Substitute Members:

Councillor Jon Askew
Councillor Ruth Brothwell
Councillor Colin Cross
Councillor Guida Esteves
Councillor Andrew Gomm
Councillor Angela Gunning
Councillor Liz Hogger

Councillor Masuk Miah
Councillor Marsha Moseley
Councillor Ramsey Nagaty
Councillor Jo Randall
Councillor Tony Rooth
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

Whilst Committee members, co-opted members, and key officers will be in attendance in person for the meeting, others may join the meeting via MS Teams. Please use the link in the Outlook Calendar invitation. If you lose your wi-fi connectivity, please re-join using the telephone number 0203 855 4748. You will be prompted to input a conference ID: 647 753 937#

Members of the public may watch the live webcast here: <https://guildford.public-tv/core/portal/home>

If you are attending the meeting in person, please consider the following:

You may wish to have a Covid-19 test prior to attending the meeting. Follow the link below:

[Find where to get rapid lateral flow tests - NHS \(test-and-trace.nhs.uk\)](https://www.nhs.uk/conditions/coronavirus/covid-19/rapid-lateral-flow-tests)

You may also obtain a test through the post, but the lead time is longer for the result.

If you should receive a positive result you will not be permitted to attend the meeting and you should isolate as required under public health guidance.

If you have Covid symptoms you should not attend the meeting.

[When to self-isolate and what to do - Coronavirus \(COVID-19\) - NHS \(www.nhs.uk\)](https://www.nhs.uk/conditions/coronavirus/covid-19/when-to-self-isolate)

If your test is negative please arrive at the Council Offices, Council Chamber, Millmead by at least 6:45pm so that you can be seated.

Please note that a limited number of socially distanced seats will be available.

Please ensure that you wear a mask when entering the building and moving around the Council Chamber. Please sit behind the screen at your allocated seat. Masks may be removed when seated (including when speaking). Please also use the hand sanitiser when you arrive and bring your own water.

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:

- | | |
|---------------------|--|
| Place-making | 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 |
| Community | Supporting older, more vulnerable and less advantaged people in our community |
| | Protecting our environment |
| | Enhancing sporting, cultural, community, and recreational facilities |
| Innovation | 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 - 8)

To confirm the minutes of the meeting of the Corporate Governance and Standards Committee held on 22 April 2021.

4 EQUALITY SCHEME AND ACTION PLAN (Pages 9 - 30)

5 CORPORATE PERFORMANCE MONITORING (Pages 31 - 74)

6 AUDIT REPORT ON THE CERTIFICATION OF FINANCIAL CLAIMS AND RETURNS 2019-20: HOUSING BENEFIT SUBSIDY AND POOLING HOUSING CAPITAL RECEIPTS (Pages 75 - 94)

7 HOUSING REVENUE ACCOUNT (HRA) RIGHT TO BUY RECEIPTS AUDIT REPORT (Pages 95 - 126)

8 REVIEW OF TASK GROUPS REPORTING TO THE COMMITTEE (Pages 127 - 136)

9 WORK PROGRAMME (Pages 137 - 144)