



GUILDFORD
BOROUGH

Satish Mistry
Director of Corporate Services

www.guildford.gov.uk

Contact Officer:

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18 November 2015

Dear Councillor

Your attendance is requested at a meeting of the **CORPORATE GOVERNANCE AND STANDARDS COMMITTEE** to be held in the Meeting Room 3, Millmead House, Millmead, Guildford, Surrey GU2 4BB on **THURSDAY, 26 NOVEMBER 2015 at 7.00 pm.**

Yours faithfully

Satish Mistry
Director of Corporate Services

MEMBERS OF THE COMMITTEE

Chairman: The Deputy Mayor, Councillor Gordon Jackson
Vice-Chairman: Councillor Jo Randall

Councillor Philip Brooker
Councillor Colin Cross
Councillor David Elms
Councillor Mike Hurdle
Councillor Jennifer Jordan

Mrs Maria Angel⁺
Mr Charles Hope[^]
Ms Gerry Reffo[^]
Mr Ian Symes[^]

⁺Independent member

[^]Parish member

Authorised Substitute Members:

Councillor Richard Billington
Councillor Matt Furniss
Councillor David Goodwin
Councillor Liz Hogger

Councillor Nigel Kearse
Councillor Susan Parker
Councillor David Reeve
Councillor Caroline Reeves

OFFICER REPRESENTATION:

Sue Sturgeon (Manager Director: Head of Paid Service and S151 Officer), Satish Mistry (Director of Corporate Services and Monitoring Officer) and Joan Poole (Head of Internal Audit)

QUORUM 3



INVESTOR IN PEOPLE



Guildford Borough Council

Millmead House, Millmead, Guildford, Surrey GU2 4BB

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.

Five fundamental themes that support the achievement of our vision:

- **Our Borough** - ensuring that proportional and managed growth for future generations meets our community and economic needs
- **Our Economy** - improving prosperity for all by enabling a dynamic, productive and sustainable economy that provides jobs and homes for local people
- **Our Infrastructure** - working with partners to deliver the massive improvements needed in the next 20 years, including tackling congestion issues
- **Our Environment** - improving sustainability and protecting our countryside, balancing this with the needs of the rural and wider economy
- **Our Society** - believing that every person matters and concentrating on the needs of the less advantaged

Your Council – working to ensure a sustainable financial future to deliver improved and innovative 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.

Mission – for the Council

A forward looking, efficiently run Council, working in partnership with others and providing first class services that give our society value for money, now and for the future.

AGENDA

ITEM

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 LOCAL CODE OF CONDUCT - DISCLOSURE OF INTERESTS**

In accordance with the revised 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.
- 3 MINUTES** (Pages 1 - 6)

To confirm the minutes of the meeting of the Corporate Governance and Standards Committee held on 24 September 2015
- 4 EXTERNAL AUDIT UPDATE** (Pages 7 - 40)
- 5 FINANCIAL MONITORING 2015-16 - PERIOD 6 (APRIL TO SEPTEMBER 2015)** (Pages 41 - 118)
- 6 TREASURY MANAGEMENT ACTIVITY - HALF-YEAR MONITORING REPORT 2015-16** (Pages 119 - 136)
- 7 REVIEW OF ARRANGEMENTS FOR INVESTIGATING ALLEGATIONS OF BREACHES OF THE COUNCILLORS' CODE OF CONDUCT** (Pages 137 - 172)
- 8 AMENDING THE CONSTITUTION: DISCIPLINARY ARRANGEMENTS FOR STATUTORY OFFICERS AND MINOR MATTERS** (Pages 173 - 188)
- 9 SUMMARY OF INTERNAL AUDIT REPORTS APRIL 2015 TO SEPTEMBER 2015** (Pages 189 - 210)
- 10 WORK PROGRAMME** (Pages 211 - 214)

Meeting dates for 2015-16

- Thursday 26 November 2015
- Thursday 14 January 2016
- Thursday 31 March 2016

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