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Contact Officer:

John Armstrong, Democratic Services Manager
Tel: 01483 444102

22 November 2017

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 30 NOVEMBER 2017 at 7.00 pm.**

Yours faithfully

James Whiteman
Managing Director

MEMBERS OF THE COMMITTEE

Chairman: Councillor Gordon Jackson
Vice-Chairman: Councillor Jo Randall

Councillor Alexandra Chesterfield
Councillor Colin Cross
Councillor Mike Hurdle
Councillor Nigel Kearse
Councillor Nigel Manning

+Mrs Maria Angel
^Mr Charles Hope
^Ms Geraldine Reffo
^Mr Ian Symes

*Independent member

^ Parish member

Authorised Substitute Members:

Councillor Richard Billington
Councillor Andrew Gomm
Councillor David Goodwin
Councillor Liz Hogger

Councillor Christian Holliday
Councillor Susan Parker
Councillor David Reeve
Councillor Caroline Reeves

WEBCASTING NOTICE

This meeting will be recorded for live and/or subsequent broadcast on the Council's website. 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 make a representation to the meeting you will be deemed to have consented to being recorded. By entering the Council Chamber, you are also consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding webcasting of meetings, please contact Committee Services on 01483 444102.

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.

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 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 - 4)

To confirm the minutes of the meeting of the Corporate Governance and Standards Committee held on 21 September 2017.

4 ANNUAL AUDIT LETTER 2016-17 (Pages 5 - 20)

5 SUMMARY OF INTERNAL AUDIT REPORTS (APRIL TO SEPTEMBER 2017) (Pages 21 - 30)

6 FINANCIAL MONITORING 2017-18: PERIOD 6 (APRIL TO SEPTEMBER 2017) (Pages 31 - 88)

7 GENERAL DATA PROTECTION REGULATION - UPDATE (Pages 89 - 92)

8 WORK PROGRAMME (Pages 93 - 96)