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Contact Officer:

John Armstrong, Democratic Services Manager  
Tel: 01483 444102

21 March 2018

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, on **THURSDAY, 29 MARCH 2018 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 Kears

Councillor Nigel Manning

+Mrs Maria Angel MBE

^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 - 6)**

To confirm the minutes of the meeting of the Corporate Governance and Standards Committee held on 18 January 2018 (attached).

**4 DISCUSSIONS WITH THOSE CHARGED WITH GOVERNANCE (Pages 7 - 16)**

**5 AUDIT REPORT ON THE CERTIFICATION OF FINANCIAL CLAIMS AND RETURNS 2016-17: HOUSING BENEFIT SUBSIDY AND POOLING HOUSING CAPITAL RECEIPTS (Pages 17 - 26)**

**6 EXTERNAL AUDIT PLAN AND AUDIT UPDATE 2017-18 (Pages 27 - 46)**

**7 FINANCIAL MONITORING 2017-18 PERIOD 10 (APRIL 2017 TO JANUARY 2018) (Pages 47 - 110)**

**8 ANNUAL REPORT OF THE MONITORING OFFICER REGARDING MISCONDUCT ALLEGATIONS (Pages 111 - 116)**

**9 LOCAL GOVERNMENT ETHICAL STANDARDS: STAKEHOLDER CONSULTATION (Pages 117 - 126)**

**10 REVIEW OF THE COUNCIL'S COVERT SURVEILLANCE POLICY (Pages 127 - 166)**

**11 GENERAL DATA PROTECTION REGULATION (GDPR) UPDATE (Pages 167 - 168)**

**12 WORK PROGRAMME (Pages 169 - 176)**

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