

Corporate Governance and Standards Committee

6 June 2024

Decision and Action tracker

This tracker monitors progress against the decisions and actions that the Committee has agreed. It is updated for each committee meeting. When actions are reported as being ‘completed’, the Committee will be asked to agree to remove these items from the tracker.

The actions listed below are outstanding.

Date of Meeting	Item	Decision/Action requested	Responsible Officer	Update on implementation
29 November 2023	Corporate Risk Register	(a) To undertake a review of the whole risk management framework across both Guildford and Waverley to ensure a more consistent approach between all the risk registers at the various levels. (b) To establish whether the Corporate Risk Register should include a specific risk in respect of the receipt of timely independent external assurance in accordance with statutory deadlines.	Assistant Director: Organisational Development	The review of the framework is underway, and members will be provided with an update as part of the item on risk management at the June meeting.
18 January 2024	Update on the Revised, Joint Equality, Diversity and Inclusion Policy, and associated Action Plan	(a) To meet with the vice-chairman of the Committee to discuss how the Equality, Diversity and Inclusion Action Plan could be made more ambitious. (b) To provide an update on implementation of Action 2.2 of the Equality, Diversity and Inclusion Action Plan 2022-23: “Upgrade our Disability Confident Committed status to level 2, Disability	Assistant Director: Organisational Development	Meetings offered to Cllr Hughes by Francesca Chapman and Ali Holman in September 2023. Offered various formats including Teams, in person or email. Level 2 has now been applied for and awaiting certificate.

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		(b) To circulate details of historic HRA debt figures to the Committee. (c) To circulate a more detailed breakdown of the £2.913m forecast spend on housing services for 2023-24 to the Committee.	Joint Strategic Director for Finance Deputy S151 Officer	
11 April 2024	Anti-Fraud & Corruption Policy and Strategy	To ensure that the Executive is made aware of the Committee's comments in respect of the Policy when it is considered.	Finance Business Partner	Report referred to Executive for consideration on 16 May 2024
11 April 2024	Review of the Constitution: Proposed New Council Procedure Rules	To refer the Committee's comments and recommendation in respect of the proposed new Council Procedure Rules Policy for consideration by full Council on 16 April 2024.	Democratic Services & Elections Manager	Done
11 April 2024	Review of Executive Advisory Boards and Overview & Scrutiny	To refer the Committee's comments and recommendation in respect of the proposals for consideration by full Council on 16 April 2024.	Democratic Services & Elections Manager	Done
11 April 2024	Work Programme	To convene a special meeting of the Committee on 15 May 2024 to consider the SOLACE reports.	Democratic Services & Elections Manager	Done
11 April 2024	Whistleblowing: Guildford Borough Council - The Woking Road Depot	<ul style="list-style-type: none"> • To notify the Police regarding receipt of the first allegation referred to in the report. • To discuss informally with the ICO as to whether a formal referral should have been made in respect of the second allegation referred to in the report. • To make it clear in the Whistleblowing Policy that councillors were covered. 	Monitoring Officer	Actions completed

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		<ul style="list-style-type: none"> To ensure that the Leader, relevant Executive member and the chair and vice-chair of this Committee were informed at the outset when a Whistleblowing matter is first raised. 		
15 May 2024	Corporate Improvement Plan	To refer the Committee's comments and recommendation in respect of the proposed Corporate Improvement Plan for consideration by full Council on 17 June 2024.	Democratic Services & Elections Manager	To be included in the report to Council.