

# Guildford Borough Council

**Report to:** Corporate Governance and Standards Committee

**Date:** 6 June 2024

**Ward(s) affected:** n/a

**Report of Director:** Legal & Democratic Services

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**Report Status:** Open

## Corporate Governance and Standards Committee – 12 month rolling Work Programme

### 1. Executive Summary

- 1.1 The Committee is asked to consider its 12-month rolling work programme, which is set out in Appendix 1.

### 2. Recommendation to Committee

- 2.1 That the Committee considers and approves its updated 12 month rolling work programme, as detailed in Appendix 1 to this report, including the proposed addition of a special meeting of the Committee on **Monday 1 July 2024 at 6pm** to be held simultaneously with a special meeting of Waverley's Standards & General Purposes Committee in the Council Chamber at **Waverley Borough Council**.

### 3. Reason(s) for Recommendation:

- 3.1 To allow the Committee to maintain and update its work programme.

#### **4. Exemption from publication**

4.1. No part of this report is exempt from publication.

#### **5. Purpose of Report**

5.1 The draft work programme attached as Appendix 1 sets out the items scheduled to be considered by this Committee at its meetings over the next 12 months.

#### **6. Draft work programme**

6.1 The draft work programme for the Corporate Governance and Standards Committee is set out in Appendix 1 to this report. The timing of the reports contained in the work programme is subject to change, in consultation with the chairman. The items to be considered include decisions to be made by the Executive and/or full Council, with consideration of any comments or recommendations made by this Committee.

6.2 The Committee is aware that the Joint Constitutions Review Group (JCRG) is meeting regularly to discuss and review elements of the Guildford and Waverley Constitutions, with a view to their alignment where practicable. At next meeting on 29 May, the JCRG is due to consider reports on the following proposals:

- Joint Scheme of Officer Delegations and Proper Officer Functions
- Joint Financial Procedure Rules
- Joint Councillor / Officer Relationship Protocol
- Joint Protocol for Simultaneous Meetings

6.3 These matters would, as a matter of course, come to this Committee for consideration and, subject to the Committee's approval, be referred to full Council for adoption into our Constitution. Similarly, they would be submitted to Waverley's Standards & General Purposes Committee and to Waverley full Council for adoption into their Constitution.

6.4 In order to ensure that we can get these adopted by our full Council meetings in July (and noting that the next scheduled meeting of this Committee after 6 June is to be held two days after the Council meeting in July), it is proposed that we hold a special meeting of the Committee

on Monday 1 July **at 6pm** simultaneously with a special meeting of Waverley's Standards & General Purposes Committee in the Council Chamber at **Waverley Borough Council**. This will enable both committees to hold, in effect, separate meetings at the same time and at the same venue to consider separate agendas containing the same business (i.e. the three matters referred to above), with each item being considered simultaneously enabling members of each committee to hear the comments of the members from the other committee before coming to a conclusion and voting (separately) on those items and, hopefully, both committees arriving at the same recommendation to their respective full Council meetings. We are suggesting holding it on this date and time as Waverley's Standards & General Purposes Committee already has an ordinary meeting scheduled for Monday 1 July 2024.

6.5 The chair and vice-chair of this Committee have been consulted and are content with this proposal.

## **7. Financial Implications**

7.1 There are no financial implications arising directly from this report.

## **8. Legal Implications**

8.1 There are no legal implications arising directly from this report.

## **9. Human Resource Implications**

9.1 There are no human resources implications arising directly from this report.

## **10. Background Papers**

None

## **11. Appendices**

Appendix 1: Corporate Governance and Standards Committee 12 month rolling work programme