

Corporate Governance and Standards Committee Report

Ward(s) affected: All

Report of Director of Resources

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Corporate Governance and Standards Committee Work Programme

Recommendation

That the Committee considers and approves its updated work programme for 2017-18, as detailed in Appendix 1 to this report.

Reason for recommendations:

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

1. Purpose of report

1.1 To enable the Committee to keep its work programme updated.

2. Updated work programme

2.1 The Committee's work programme for the 2017-18 municipal year 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.

2.2 Previous work programmes had proposed a quarterly Statutory Officers' Report to the Committee. It was envisaged that this report would provide the Committee with an update on current issues being dealt with by each of the three statutory officers: the Head of Paid Service, the Monitoring Officer and the S.151 (Chief Finance) Officer. Given the limited statutory scope¹ of the Head of Paid Service role, and that the S.151 officer regularly reports to this Committee on various budget and audit related matters, it is suggested that the Committee should

¹ Reporting to Council on the following matters:

- (a) the manner in which the discharge by the authority of their different functions is co-ordinated;
- (b) the number and grades of staff required by the authority for the discharge of their functions;
- (c) the organisation of the authority's staff; and
- (d) the appointment and proper management of the authority's staff.

receive a quarterly ethical update on the issues dealt with by the Monitoring Officer and the statutory officer Corporate Governance Group.

2.3 It is further suggested that there should a separate annual report on complaints referred to the Local Government Ombudsman. This report had previously been included within the Summary of Internal Audit Reports.

2.4 These suggested changes are reflected in the updated Work Programme set out in Appendix 1 to this report.

3. Financial Implications

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

4. Legal Implications

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

5. Human Resource Implications

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

6. Background Papers

- Guildford Borough Council Forward Plan
- Corporate Management Team Forward Plan

7. Appendices

Appendix 1: Corporate Governance and Standards Committee updated work programme for 2017-18