

Corporate Governance and Standards Committee

28 September 2023

Decision and Action tracker

This tracker monitors progress against the decisions and actions that the Committee has agreed since January 2022. 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
16 June 2022	Planning Appeals Monitoring Report	To provide an update to members of the Committee on the outcome of a review of the correspondence received from a member of public in relation to alleged inaccuracies in the figures in the report.	Executive Head of Planning Development	The Joint Executive Head of Planning Development will update the Committee on this at the meeting.
6 October 2022	Financial Monitoring 2022-23	To ensure that future reports clarify the extent to which debts were overdue and further information as to the reason why a high proportion of overdue debt has no payment plan.	Executive Head of Finance	Not yet provided.
18 July 2023	General Fund Budget Update	To submit the Committee’s comments and recommendations to the Executive at its meeting on 20 July 2023.	Democratic Services & Elections Manager	Done
27 July 2023	Update on the revised joint Equality, Diversity and Inclusion Policy, and associated Action Plan	To bring a further report back to the Committee addressing each of the following comments: <ul style="list-style-type: none"> • Query as to whether the third bullet point of paragraph 2.1 of the policy (“our Equality Objectives”), and the second bullet point of paragraph 2.5 (“As a 	HR Business Partner	<ul style="list-style-type: none"> • The reference in the two bullets should be to Guildford.

Date of Meeting	Item	Decision/Action requested	Responsible Officer	Update on implementation
		<p>Community Leader”) should also include Guildford.</p> <ul style="list-style-type: none"> Request to see the terms of reference of the Corporate Equality Group. Insufficient reference to disabilities in the policy and action plan, which lacked ambition, and a request that this be addressed and brought back to the Committee. It was felt that councillors, as well as staff, should be encouraged to use personal pronouns in email signatures (see action 4.1 in the action plan). 		<ul style="list-style-type: none"> Terms of reference attached. Officer trying to arrange a meeting with Cllr Hughes to discuss this point. This will be referred to CMB for decision
27 July 2023	External Audit Findings Report 2020-21	<ul style="list-style-type: none"> To bring the joint 2020-21 and 2021-22 Value For Money report to the next meeting of this Committee. To provide in future Audit Findings Reports an alternative to the colour-coded assessments to assist those with colour blindness. 	Paul Cuttle, Grant Thornton (external auditors)	See external auditor’s letter attached as Agenda Item 6 to this agenda for update
27 July 2023	Monitoring of S.106 Contributions	To submit a further report to the Committee in November 2023 to respond to some of the specific questions raised to enable the Committee to have a better understanding of how S106 monies were held and being spent.	Joint Executive Head of Planning Development/ Specialist S106 Officer	
27 July 2023	Review of Guildford Borough Council's Covert Investigative Powers Policy and alignment with the policy of Waverley Borough Council	To submit the Committee’s recommendation to the Executive for decision at its meeting on 24 August 2023.	Democratic Services & Elections Manager	Done