

Notice of Meeting

Audit & Governance Committee



Date & time
Thursday, 9 April
2015
at 10.00 am

Place
Ashcombe Suite,
County Hall, Kingston
upon Thames, Surrey
KT1 2DN

Contact
Cheryl Hardman
Room 122, County Hall
Tel 020 8541 9075

Chief Executive
David McNulty

cherylh@surreycc.gov.uk

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This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Cheryl Hardman on 020 8541 9075.

Members

Mr Nick Harrison (Chairman), Mr W D Barker OBE (Vice-Chairman), Mr Denis Fuller, Mr Tim Evans, Mr Will Forster and Mr Tim Hall

Ex Officio:

Mr David Hodge (Leader of the Council), Mr Peter Martin (Deputy Leader), Mr David Munro (Chairman of the County Council) and Mrs Sally Ann B Marks (Vice Chairman of the County Council)

AGENDA

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING: 16 FEBRUARY 2015

(Pages 1
- 12)

To agree the minutes as a true record of the meeting.

3 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

Notes:

- In line with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, declarations may relate to the interest of the member, or the member's spouse or civil partner, or a person with whom the member is living as husband or wife, or a person with whom the member is living as if they were civil partners and the member is aware they have the interest.
- Members need only disclose interests not currently listed on the Register of Disclosable Pecuniary Interests.
- Members must notify the Monitoring Officer of any interests disclosed at the meeting so they may be added to the Register.
- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest.

4 QUESTIONS AND PETITIONS

To receive any questions or petitions.

Notes:

1. The deadline for Member's questions is 12.00pm four working days before the meeting (*1 April 2015*).
2. The deadline for public questions is seven days before the meeting (*2 April 2015*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

5 RECOMMENDATIONS TRACKER

(Pages
13 - 28)

To review the Committee's recommendations tracker.

6 DISPENSATION

(Pages
29 - 34)

To enable the Committee to consider an application by Councillor Graham Ellwood for a dispensation in respect of a disclosable pecuniary interest, which is registered in the Register of Members Interests. The effect of the dispensation would be to enable Mr Ellwood to participate in Council business from which he would otherwise be excluded by reason of the pecuniary interest.

- 7 EXTERNAL AUDIT: AUDIT PLAN FOR SURREY COUNTY COUNCIL (YEAR ENDED 31 MARCH 2015)** (Pages 35 - 56)
- This report provides the Audit & Governance Committee with the Audit Plan for the external audit of the 2014/15 financial statements of the Council.
- 8 EXTERNAL AUDIT: AUDIT PLAN FOR SURREY PENSION FUND (YEAR ENDED 31 MARCH 2015)** (Pages 57 - 74)
- This report provides the Audit & Governance Committee with the Audit Plan for the external audit of the 2014/15 Pension Fund financial statements of the Council.
- 9 S.E. BUSINESS SERVICES LTD 2013/14 ACCOUNTS** (Pages 75 - 92)
- This report, requested by the committee, provides the 2013/14 statement of accounts for SE Business Services.
- 10 EXTERNAL AUDIT: 2013/14 AUDIT FINDINGS REPORT FOR S.E. BUSINESS SERVICES LTD** (Pages 93 - 108)
- This report provides the Audit & Governance Committee with the outcome and findings of the external audit of the 2013/14 financial statements of S. E. Business Services Ltd.
- 11 UPDATE: CAPITAL PROGRAMME REVIEW** (Pages 109 - 118)
- This report, requested by the committee, provides an update on the action required on the capital programme, following the 2013/14 audit.
- 12 2014/15 REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT** (Pages 119 - 132)
- This report sets out the findings and recommendations from the 2014/15 review of the effectiveness of the system of internal audit in Surrey County Council.
- 13 COMPLETED INTERNAL AUDIT REPORTS** (Pages 133 - 148)
- The purpose of this report is to inform Members of the Internal Audit reports that have been completed since the last meeting of this Committee in February 2015.
- 14 SOCIAL CARE DEBT AUDIT - MANAGEMENT ACTION PLAN: PROGRESS UPDATE** (Pages 149 - 158)
- To provide the committee with a progress update on the Management Action Plan in relation to the Review of Social Care Debt 2013/14 Audit Report that was published in June 2014.
- 15 INTERNAL AUDIT PLAN 2015/16** (Pages 159 - 192)
- The purpose of this report is to present the Annual Internal Audit Plan for

2015/16 to the Committee.

Under-pinning the work of the Internal Audit team in delivering the Annual Internal Audit Plan are the key principles and objectives as set out in the Internal Audit Charter and Strategy. These are presented alongside the Annual Internal Audit Plan for 2015/16 as good practice dictates that these should be updated and reviewed on an annual basis.

Also included in this report are the updated Internal Audit Reporting and Escalation Policy and Quality Assurance and Improvement Programme as required by the Public sector Internal Audit Standards (PSIAS).

- 16 LEADERSHIP RISK REGISTER** (Pages 193 - 206)
- The purpose of this report is to present the Leadership Risk Register as at 28 February 2015 and update the committee on any changes made since the last meeting to enable the committee to keep the council's strategic risks under review.

- 17 SPECIAL EDUCATIONAL NEEDS AND DISABILITY STRATEGY - PROGRESS** (Pages 207 - 210)
- To update the committee on the preparation of a new Special Educational Needs and Disabilities ("SEND") Strategy for the County Council.

- 18 EXCLUSION OF THE PUBLIC**
- Recommendation:** That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information under the relevant paragraphs of Part 1 of Schedule 12A of the Act.

**PART TWO
IN PRIVATE**

- 19 UPDATE ON REVIEW OF PLACEMENT CRITERIA FOR RESIDENTIAL PROVISION IN SURREY'S MAINTAINED SPECIAL SCHOOLS** (Pages 211 - 214)
- The purpose of this report is to update the Committee on the progress of this Review. It follows the audit report of Special Schools – Funding for Residential Provision. It is an interim report for information only.

Confidential: Not for publication under Paragraph 4
Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.

- 20 PUBLICITY FOR PART TWO ITEMS**
- To consider whether the items considered under Part 2 of the agenda should be made available to the Press and the public.

21 DATE OF NEXT MEETING

The next meeting of Audit & Governance Committee will be on 28 May 2015.

David McNulty
Chief Executive

Published: 27 March 2015

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