

## Notice of Meeting

# Audit & Governance Committee



**SURREY**  
COUNTY COUNCIL

**Date & time**  
**Monday, 22**  
**February 2016**  
**at 10.00 am**

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

**Contact**  
Bryan Searle  
Room 122, County Hall  
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**Chief Executive**  
David McNulty

We're on Twitter:  
@SCCdemocracy

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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 Bryan Searle on 020 8541 9019.**

### **Members**

Mr Stuart Selleck (Chairman), Mr Denis Fuller (Vice-Chairman), Mr W D Barker OBE, Mr Will Forster, Mr Tim Hall and Mr Saj Hussain

### **Ex Officio:**

Mr David Hodge (Leader of the Council), Mr Peter Martin (Deputy Leader and Cabinet Member for Economic Prosperity), Mrs Sally Ann B Marks (Chairman of the County Council) and Mr Nick Skellett CBE (Vice-Chairman of the County Council)

## AGENDA

### 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

To report apologies for absence and substitutions.

### 2 MINUTES OF THE PREVIOUS MEETING (7 DECEMBER 2015)

(Pages 1  
- 16)

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 ( 16 February 2016).
2. The deadline for public questions is seven days before the meeting ( 15 February 2016).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### 5 RECOMMENDATIONS TRACKER

(Pages  
17 - 24)

To review the Committee's recommendations tracker.

### 6 2015/16 EXTERNAL AUDIT PLAN

(Pages  
25 - 48)

This report provides the Audit & Governance Committee with the Audit Plan for the external audit of the 2015/16 financial statements of the Council.

### 7 2014/15 AUDIT FINDINGS REPORT FOR SURREY CHOICES

(Pages  
49 - 88)

The purpose of this report is to share the report of the auditors, Grant Thornton, with the Committee, share background information and a report of the actions being taken in light of the audit report and

other matters arising.

This report has been prepared on behalf of the Council's Shareholder Board by the secretary to the Board.

**8 COMPLETED INTERNAL AUDIT REPORTS**

(Pages  
89 - 104)

The purpose of this report is to inform Members about the Internal Audit reports that have been completed since this Committee last considered a Completed Internal Audit Reports item in December 2015 - as attached at Annex A.

Although it is not the Committee's policy to review all Internal Audit reports in detail during the meeting, full copies of the reports summarised have been provided to Members of the Committee and are available through the Members' on-line library.

**9 STATUTORY RESPONSIBILITIES NETWORK**

(Pages  
105 -  
108)

To update the Audit & Governance Committee on activity of the Statutory Responsibilities Network.

**10 LEADERSHIP RISK REGISTER**

(Pages  
109 -  
120)

The purpose of this report is to present the Leadership Risk Register as at 31 January 2016 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.

**11 AUDIT AND GOVERNANCE COMMITTEE - ANNUAL REPORT 2015**

(Pages  
121 -  
134)

For Members to consider and comment on the Committee's Annual Report.

**12 DATE OF NEXT MEETING**

The next meeting of Audit & Governance Committee will be on 11 April 2016.

**David McNulty**  
**Chief Executive**

Published: 12 February 2016

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