

## Notice of Meeting

# Audit & Governance Committee



**SURREY**  
COUNTY COUNCIL

**Date & time**  
**Monday, 27 March**  
**2017**  
at **10.00 am**

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

**Contact**  
Angela Guest  
Room 122, County Hall  
Tel 020 8541 9075

**Chief Executive**  
David McNulty

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We're on Twitter:  
@SCCdemocracy

**If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email [angela.guest@surreycc.gov.uk](mailto:angela.guest@surreycc.gov.uk).**

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

### **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 CBE (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

### 2 MINUTES OF THE PREVIOUS MEETING - 20 FEBRUARY 2017

(Pages 1  
- 8)

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

### 3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

#### NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

### 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 (*21 March 2017*).
2. The deadline for public questions is seven days before the meeting (*20 March 2017*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### 5 RECOMMENDATIONS TRACKER

(Pages 9  
- 14)

To review the Committee's recommendations tracker.

### 6 LEADERSHIP RISK REGISTER

(Pages  
15 - 24)

The purpose of this report is to present the latest Leadership risk register and update the committee on any changes made since the last meeting.

### 7 PENSION FUND ACCOUNTS EXTERNAL AUDIT 2016/17

(Pages  
25 - 40)

This report provides the Audit and Governance Committee with the Audit Plan for the external audit of the 2016/17 financial statements of the Surrey Pension Fund.

- 8 BREACHES POLICY FOR THE FIREFIGHTERS PENSION SCHEME** (Pages 41 - 74)
- This report provides details of a written policy statement and guidance for breaches of the law in respect of all activities of the Surrey Fire & Rescue Authority (SF&R) in respect of the Firefighter's Pension Scheme (FFPS).
- 9 INTERNAL AUDIT PLAN** (Pages 75 - 110)
- The purpose of this report is to present the Annual Internal Audit Plan for 2017/18 to the Committee.
- 10 COMPLETED INTERNAL AUDIT REPORTS** (Pages 111 - 118)
- The purpose of this report is to inform Members of the Internal Audit reports that have been completed since the last meeting.
- 11 DATE OF NEXT MEETING**
- The next meeting of Audit & Governance Committee will be on 12 June 2017.

**David McNulty**  
**Chief Executive**  
Published: 16 March 2017

#### **MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE**

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