

Notice of Meeting

Audit & Governance Committee

**Date & time**

**Monday, 22
January 2018
at 10.30 am**

Place

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

Contact

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**Acting Chief
Executive**
Julie Fisher

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[@SCCdemocracy](https://twitter.com/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 Democratic Services on 020 8541 9122.

Members

Mr David Harmer (Chairman), Mr Keith Witham (Vice-Chairman), Mr Edward Hawkins, Mr Ernest Mallett MBE, Dr Peter Szanto and Mrs Fiona White

Ex Officio:

Mr David Hodge CBE (Leader of the Council), Mr John Furey (Deputy Leader, Cabinet Member for Economic Prosperity), Mr Peter Martin (Chairman of the Council) and Mr Tony Samuels (Vice-Chairman of the Council)

AGENDA

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 MINUTES OF THE PREVIOUS MEETING [4 DECEMBER 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 (*16 January 2018*).
2. The deadline for public questions is seven days before the meeting (*15 January 2018*).
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 REFERRAL OF COUNTY COUNCIL MOTION

(Pages
15 - 16)

To debate a County Council Motion which was referred to the Audit and Governance Committee for consideration.

- 7 BUSINESS CONTINUITY** (Pages 17 - 62)
To outline the Council's assurance process for business continuity plans in and information on the robustness of these plans based on any practical testing.
- 8 TREASURY STRATEGY** (Pages 63 - 80)
This report sets out the council's treasury management strategy for 2017/18, as required to ensure compliance with CIPFA's Code of Practice for Treasury management.
- 9 LEADERSHIP RISK REGISTER** (Pages 81 - 92)
The purpose of this report is to present the Leadership risk register as at 31 December 2017 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.
- 10 COMPLETED INTERNAL AUDIT REPORTS** (Pages 93 - 104)
The purpose of this report is to inform Members of the Internal Audit reports that have been completed since this Committee last considered a Completed Internal Audit Reports item in December 2017 - as attached at Annex A.
- 11 DATE OF NEXT MEETING**
The next meeting of Audit & Governance Committee will be on 12 April 2018.

Julie Fisher
Acting Chief Executive
Published: 11 January 2018

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