

## Notice of Meeting

# Audit and Governance Committee



**SURREY**  
COUNTY COUNCIL

**Date & time**

Monday, 13 June  
2022  
at 10.00 am

**Place**

Surrey County  
Council, Woodhatch  
Place, 11 Cockshot  
Hill, Reigate, Surrey,  
RH2 8EF

**Contact**

Angela Guest

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v.uk

**Chief Executive**

Joanna Killian



We're on Twitter:  
[@SCCdemocracy](https://twitter.com/SCCdemocracy)

**If you would like a copy of this agenda or the attached papers in another format, e.g. large print or braille, or another language please either call 07929 724773 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, please contact Angela Guest on 07929 724773**

**Members:**

Stephen Cooksey, Victor Lewanski (Vice-Chairman), David Lewis (Chairman), Joanne Sexton and Richard Tear

**Independent Member:**

Terry Price

## AGENDA

### 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

### 2 MINUTES OF THE PREVIOUS MEETING [28 MARCH 2022]

(Pages 1  
- 6)

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 (*7 June 2022*).
2. The deadline for public questions is seven days before the meeting (*6 June 2022*).
3. The deadline for petitions was 14 days before the meeting, and no petitions have been received.

### 5 RECOMMENDATIONS TRACKER AND WORKPLAN

(Pages 7  
- 14)

To review the Committee's recommendations tracker and note the workplan.

### 6 INTERNAL AUDIT ANNUAL REPORT AND OPINION 2021/22

(Pages  
15 - 42)

This report summarises the work of Internal Audit, identifying the main themes arising from the audit reviews and the implications for the County Council.

- 7 COUNTER FRAUD ANNUAL REPORT 2021/22** (Pages 43 - 54)
- The report covers the counter fraud work completed in the year from 1 April 2021 to 31 March 2022 in accordance with the Counter Fraud Strategy and Framework.
- 8 EXTERNAL ASSESSMENT PROPOSAL** (Pages 55 - 76)
- To give approval to put a bid to the Institute of Internal Auditors for them to conduct our External Quality Assessment for the purpose of compliance with professional standards.
- 9 2021/22 TREASURY MANAGEMENT OUTTURN REPORT** (Pages 77 - 88)
- This report summarises the council's treasury management activity, as required to ensure compliance with CIPFA. The report will include the latest risk register for Treasury Management.
- 10 COUNCIL COMPLAINTS - ANNUAL REPORT** (Pages 89 - 108)
- To give the Audit & Governance Committee an overview of the Council's complaint handling performance in 2021/22 and to demonstrate how feedback from customers has been used to improve services.
- 11 GOVERNANCE - HIGHWAYS BUDGETS** (Pages 109 - 116)
- To give Audit & Governance Committee an overview of the governance and details of the various highways budgets. To include revenue & capital expenditure and governance arrangements.
- 12 DRAFT ANNUAL GOVERNANCE STATEMENT** (Pages 117 - 128)
- This report presents the draft Annual Governance Statement, which summarises the council's governance arrangements for the financial year.
- 13 EXTERNAL AUDIT PLAN AND DRAFT STATEMENT OF ACCOUNTS 2021/22 (TO FOLLOW)** (Pages 129 - 160)
- The purpose of this report is to receive the Council's Statement of Accounts, as well as to inform the Committee of the result of the external audit of the council's Statement of Accounts, to receive the external auditor's Audit Findings Report and to approve the council's letter of representation.
- Annex 2 – Draft Statement of Accounts – To Follow
- 14 DATE OF NEXT MEETING**
- The next meeting of Audit & Governance Committee will be on 12 September 2022.

**Joanna Killian  
Chief Executive**

Published: Wednesday, 1 June 2022

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

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