



**Surrey Heath Borough Council**  
Surrey Heath House  
Knoll Road  
Camberley  
Surrey GU15 3HD  
Telephone: (01276) 707100  
Facsimile: (01276) 707177  
DX: 32722 Camberley  
Web Site: [www.surreyheath.gov.uk](http://www.surreyheath.gov.uk)

**Department:** Democratic Services  
**Division:** Legal & Democratic Services  
**Please ask for:** Eddie Scott  
**Direct Tel:** 01276 707335  
**E-Mail:** [democratic.services@surreyheath.gov.uk](mailto:democratic.services@surreyheath.gov.uk)

To: The Members of the **Audit, Standards and Risk Committee**  
(Councillors: Cliff Betton (Chair), Bob Raiques (Vice Chair), Jonny Cope, Rob Lee, Leanne MacIntyre, Pat Tedder, Richard Wilson and Josh Thorne)

**In accordance with the Substitute Protocol at Part 4 of the Constitution, Members who are unable to attend this meeting should give their apologies and arrange for one of the appointed substitutes, as listed below, to attend. Members should also inform their group leader of the arrangements made.**

Substitutes: Councillors Kevin Thompson, Victoria Wheeler and David Whitcroft

Dear Councillor,

A meeting of the **Audit, Standards and Risk Committee** will be held at Surrey Heath House on **Thursday, 14 December 2023 at 7.00 pm**. The agenda will be set out as below.

Please note that this meeting will be recorded.

Yours sincerely

Damian Roberts

Chief Executive

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## AGENDA

	<b>Pages</b>
<b>1 Apologies for Absence</b>	
<b>2 Minutes of the Previous Meeting</b>	<b>3 - 6</b>
To confirm and sign the minutes of the meeting held on 3 October 2023.	
<b>3 Declarations of Interest</b>	
Members are invited to declare any disclosable pecuniary interests and non pecuniary interests they may have with respect to matters which are to be considered at this meeting. Members who consider they may have an interest are invited to consult the Monitoring Officer or the Democratic Services Manager prior to the meeting.	
<b>4 Public Question Time</b>	

To answer any questions in accordance with Part 4, Section E of the Constitution.

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| <b>5</b> | <b>Internal Audit Charter and Manual</b>     | <b>7 - 42</b>  |
| <b>6</b> | <b>Internal Audit Recommendations Update</b> | <b>43 - 48</b> |
| <b>7</b> | <b>19/20 Accounts - Audit Update</b>         |                |

To receive an update from Steve Bladen, Audit Director / Public Sector Assurance, BDO, on the audit of the 19/20 Accounts.