



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

Department: Democratic Services
Division: Corporate
Please ask for: Katharine Simpson
Direct Tel: 01276 707157
E-Mail: democratic.services@surreyheath.gov.uk

Wednesday, 22 March 2017

To: The Members of the **Audit and Standards Committee**
(Councillors: Rebecca Jennings-Evans (Chairman), Conrad Sturt (Vice Chairman),
Rodney Bates, Edward Hawkins, Paul Ilnicki, Jonathan Lytle and Bruce Mansell)

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 Dan Adams, Ruth Hutchinson, David Lewis and Katia Malcaus Cooper

Dear Councillor,

A meeting of the **Audit and Standards Committee** will be held at Council Chamber, Surrey Heath House, Knoll Road, Camberley, GU15 3HD on **Thursday, 30 March 2017 at 7.00 pm**. The agenda will be set out as below.

Please note that this meeting will be recorded.

Yours sincerely

Karen Whelan

Chief Executive

AGENDA

	Pages
1 Apologies for Absence	
2 Minutes of Previous Meeting	3 - 4
To confirm and sign the non-exempt minutes of the Audit and Standards Committee meeting held on 19 September 2016.	
3 Declarations of Interest	
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.

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| 4 | Financial Statements Audit Plan 2016-17 | 5 - 26 |
| | To receive a report setting out the findings of the External Auditor's review of the Council's Financial Statements for 2016/17. | |
| 5 | Certification of Benefits Claims | 27 - 42 |
| | To receive a report advising the Committee on the outcome of the External Auditor's work on the certification of claims and returns for Housing Benefit for 2015/16. | |
| 6 | Independent Persons Protocol | 43 - 50 |
| | To receive a report providing an update on the Independent Persons Protocol in use by the Council. | |
| 7 | Internal Audit 3 Year Strategy 2017-2020 | 51 - 54 |
| | To consider a report setting out the proposed three year plan for the Council's internal audit function. | |
| 8 | Internal Audit Annual Plan 2017/18 | 55 - 58 |
| | To consider a report seeking approval of the 2017/18 Annual Plan for the Council's internal audit function. | |

Date of Next Meeting

The next scheduled meeting of the Audit and Standards Committee will take place on Monday 10 July 2017 at 7pm.