



**TO THE CHAIRMAN AND MEMBERS OF THE
STANDARDS AND AUDIT COMMITTEE**

You are hereby summoned to attend a meeting of the Standards and Audit Committee to be held on Thursday, 16 September 2021 at 7.00 pm in the Council Chamber, Civic Offices, Gloucester Square, Woking, Surrey GU21 6YL.

The agenda for the meeting is set out below.

JULIE FISHER
Chief Executive

NOTE: Filming Council Meetings

Please note the meeting will be filmed and will be broadcast live and subsequently as an archive on the Council's website (www.woking.gov.uk). The images and sound recording will also be used for training purposes within the Council. Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed.

AGENDA

PART I - PRESS AND PUBLIC PRESENT

1. Minutes

To approve the minutes of the meeting of the Standards and Audit Committee held on 8 July 2021 as published.

2. Apologies for Absence

To receive any apologies for absence.

3. Declarations of Interest (Pages 5 - 6)

- (i) To receive declarations of interest from Members and Officers in respect of any item to be considered at the meeting.
- (ii) In accordance with the Officer Employment Procedure Rules, the Director of Legal and Democratic Services, Joanne McIntosh, declares a disclosable personal interest (non-pecuniary) interest in any items concerning the companies of which she is a Council-appointed director. The companies are listed in the attached schedule. The interests are such that Mrs McIntosh may advise the Committee on those items.
- (iii) In accordance with the Officer Procedure Rules, the Finance Director, Leigh Clarke, declares a disclosable personal interest (pecuniary) in any items including reference to Woking Football Club, arising from her husband holding a small shareholding in the Club. The interests are such that Mrs Clarke may advise the Committee on those items.

4. Urgent Business

To consider any business that the Chairman rules may be dealt with under Section 100B(4) of the Local Government Act 1972.

Matters for Determination

5. Update on External Audit 2019/20

Reporting Persons: Steve Bladen (BDO) / Leigh Clarke

6. External Audit Plan 2021

Reporting Person – Steve Bladen (BDO) / Leigh Clarke

7. Internal Audit Service Progress Update (Pages 7 - 22)

Reporting Person – Graeme Clarke / Juan Fosco (Mazars)

8. Health and Safety Annual Report (Pages 23 - 38)

Reporting Person – Joanne McIntosh

9. Members' Code of Conduct (Pages 39 - 46)

Reporting Person – Joanne McIntosh

10. Ombudsmen Complaints (Pages 47 - 52)

Reporting Person – Joanne McIntosh

11. Review of Code of Conduct Arrangements (Pages 53 - 64)

Reporting Person – Joanne McIntosh

AGENDA ENDS

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For further information regarding this agenda and arrangements for the meeting, please contact Doug Davern on 01483 743018 or email doug.davern@woking.gov.uk



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