



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

You are hereby summoned to attend a meeting of the Audit and Governance Committee to be held on Thursday, 20 June 2024 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.

RICHARD CARR  
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](http://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 (Pages 3 - 8)  
To approve the minutes of the meeting of the Standards and Audit Committee held on 11 April 2024 and the Audit and Governance Committee on 20 May 2024 as published.
2. Apologies for Absence  
To receive any apologies for absence.
3. Declarations of Interest (Pages 9 - 10)
  - (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 Strategic Director - Corporate Resources, Kevin Foster declares a disclosable personal interest (non-pecuniary) in any items concerning the companies of which he is a Council-appointed director. The companies are listed in the attached schedule. The interests are such that Mr Foster may advise 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. Internal Audit Progress Report STA24-015 (Pages 11 - 22)  
Reporting Persons – Graeme Clarke / Kirk Harrison (Forvis Mazars LLP)
6. Internal Audit Annual Report STA24-012 (Pages 23 - 34)  
Reporting Persons – Graeme Clarke / Kirk Harrison (Forvis Mazars LLP)
7. Update on External Audit (BDO) STA24-016 – report to follow  
Reporting Person – Steve Bladen (BDO LLP)
8. Indicative External Audit Plan 2023-24 (Grant Thornton) STA24-013 (Pages 35 - 70)  
Reporting Persons – Joanne Brown / Paul Jacklin (Grant Thornton UK LLP)
9. Registration of Interests for Members Elected in May 2024 STA14-014 (Pages 71 - 72)  
Reporting Person – Gareth John
10. Work Programme STA24-011 (Pages 73 - 74)  
Reporting Person – Gareth John

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](mailto:doug.davern@woking.gov.uk)



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