

To: MEMBERS OF THE AUDIT & SCRUTINY COMMITTEE  
Councillors Gillman (Chair), Allen (Vice-Chair), Booth,  
Botten, Chotai, Cooper, Flower, Mansfield, O'Driscoll,  
C.White and N.White

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Substitute Councillors: Bilton, S.Farr, Bloore and  
Pursehouse

C.C. All Other Members of the Council

27 June 2022

Dear Sir/Madam

**AUDIT & SCRUTINY COMMITTEE**  
**TUESDAY, 5TH JULY, 2022 AT 7.30 PM**

The agenda for this meeting of the Committee to be held in the Council Chamber, Council Offices, Station Road East, Oxted is set out below. If a member of the Committee is unable to attend the meeting, please notify officers accordingly.

Should members require clarification about any item of business, they are urged to contact officers before the meeting. In this respect, reports contain authors' names and contact details.

If a Member of the Council, not being a member of the Committee, proposes to attend the meeting, please let the officers know by no later than noon on the day of the meeting.

Yours faithfully,

David Ford  
**Chief Executive**

**AGENDA**

**1. Apologies for absence (if any)**

**2. 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 (DPIs) and/or

(ii) other interests arising under the Code of Conduct

in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If in doubt, advice should be sought from the Monitoring Officer or her staff prior to the meeting.

**3. Minutes of the meeting held on 22 March 2022 (Pages 3 - 12)**

To confirm as a correct record

**4. Minutes of the meeting held on 26 May 2022 (Pages 13 - 14)**

To confirm as a correct record

5. **Review of minuted actions from the previous committee meeting**
6. **To deal with any questions submitted under Standing Order 30**
7. **To deal with any issues 'Called In' under Part F of the Council's constitution**
8. **External Audit 20/21 Update**  
To receive a verbal update.
9. **Internal Audit Progress Report - June 2022** (Pages 15 - 32)
10. **Internal Audit Annual Report & Opinion 2021/22** (Pages 33 - 36)
11. **Finance Transformation Programme Update - June 2022** (Pages 37 - 76)
12. **Future Tandridge Programme Update - June 2022** (Pages 77 - 108)
13. **Complaints and Freedom of Information update** (Pages 109 - 118)
14. **Performance Exceptions Report - Quarter 4 2021/22** (Pages 119 - 126)
15. **Any urgent business**

To deal with any other item(s) which, in the opinion of the Chair, should be considered as a matter of urgency in accordance with Section 100B(4)(b) of the Local Government Act 1972.