

To: Audit Committee

Date: 12th December 2011

By: Treasurer

Title: Matters Arising

Purpose of Report/Issue:

To report on the matters arising from the last Audit Committee.

43/11 HOSPITALITY AND GIFTS REGISTER –

The Committee recommended that the governing procedure should be included on the Force website and that a communications document should be circulated to all officers/staff. It was also suggested that a section could be added to the Register which could capture additional information that would be a useful intelligence tool, such as significant attendees at events/functions. The Committee requested a quarterly update on this subject.

44/11 EXTERNAL AUDIT – ANNUAL GOVERNANCE REPORT -

The Committee asked that efforts be made to locate the missing payroll file and asked for urgent steps to be taken to transfer the legal ownership of Woking Police Station from SCC to the Authority and prove the ownership of 1 Chart Lane South, Dorking.

Contact details

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