

Shropshire Council  
Legal and Democratic Services  
Shirehall  
Abbey Foregate  
Shrewsbury  
SY2 6ND

Date: Monday, 16 November  
2015

My Ref:

Your Ref:

**Committee:**  
**Audit Committee**

**Date:** Thursday, 26 November 2015  
**Time:** 9.30 am  
**Venue:** Wilfred Owen Room, Shirehall, Abbey Foregate, Shrewsbury,  
Shropshire, SY2 6ND

You are requested to attend the above meeting.  
The Agenda is attached

Claire Porter  
Corporate Head of Legal and Democratic Services (Monitoring Officer)

**Members of Audit Committee**

Brian Williams (Chairman)  
Michael Wood (Vice Chairman)

John Cadwallader  
Chris Mellings  
Vacancy

Your Committee Officer is:

**Michelle Dulson** Committee Officer  
Tel: 01743 257719  
Email: [michelle.dulson@shropshire.gov.uk](mailto:michelle.dulson@shropshire.gov.uk)

# AGENDA

**1 Apologies for Absence / Notification of Substitutes**

**2 Disclosable Pecuniary Interests**

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

**3 Minutes of the previous meetings held on the 17 September 2015 (Pages 1 - 10)**

The Minutes of the meetings held on the 17 September 2015 are attached for confirmation, marked 3.

Contact Michelle Dulson (01743) 257719

**4 Public Questions**

To receive any questions from the public, notice of which has been given in accordance with Procedure Rule 14.

**5 Management Report: Council tax and non-domestic rates performance monitoring report (Pages 11 - 20)**

The report of the Revenues and Benefits Service Manager is attached, marked 5.

Contact Phil Weir (01743) 256113

**6 Management Report: Treasury Strategy Mid-Year Report 2014/15 (Pages 21 - 40)**

The report of the Head of Finance, Governance and Assurance (Section 151 Officer) is attached, marked 6.

Contact: James Walton (01743) 255011

**7 Internal Audit: National Fraud Initiative Update (Pages 41 - 46)**

The report of the Engagement Auditor is attached, marked 7.

Contact: Katie Williams (07584) 217067

**8 Annual review of Counter Fraud, Bribery and Anti-Corruption Strategy (Pages 47 - 76)**

The report of the Audit Service Manager is attached, marked 8.

Contact: Ceri Pilawski (01743) 252027

**9 Annual review of Audit Committee Terms of Reference (Pages 77 - 86)**

The report of the S151 Officer is attached, marked 9.  
Contact: James Walton (01743) 255011

**10 Annual Audit Committee self-assessment of good practice (Pages 87 - 94)**

The report of the S151 Officer is attached, marked 10.  
Contact: James Walton (01743) 255011

**11 Internal Audit Charter, annual review (Pages 95 - 110)**

The report of the Audit Service Manager is attached, marked 11.  
Contact: Ceri Pilawski (01743) 252027

**12 Internal Audit performance report and revised Annual Audit Plan 2015/16 (Pages 111 - 124)**

The report of the Audit Service Manager is attached, marked 12.  
Contact: Ceri Pilawski (01743) 252027

**13 External Audit: Annual Audit Letter 2014/15 Shropshire Council (Pages 125 - 134)**

The report of the Engagement Lead is attached, marked 13.  
Contact: Mark Stocks (0121) 232 5356

**14 External Audit: Audit Committee update (Pages 135 - 150)**

The report of the Engagement Lead is attached, marked 14.  
Contact: Mark Stocks (0121) 232 5356

**15 Date and Time of Next Meeting**

The next meeting of the Audit Committee will be held on the 18 February 2016 at 9.30am in the Wilfred Owen Room.

**16 Exclusion of Press and Public**

To RESOLVE that in accordance with the provision of Schedule 12A of the Local Government Act 1972, and Paragraphs 2, 3 and 7 of the Council's Access to Information Rules, the public and press be excluded during consideration of the following items.

**17 Exempt minutes of the previous meeting held on the 17 September 2015**  
(Pages 151 - 154)

The exempt minutes of the meetings held on the 17 September 2015 are attached for confirmation, marked 17.

Contact Michelle Dulson (01743) 257719

**18 Management Report: IT Update Report (Exempted by Category 3)** (Pages 155 - 180)

The report of the Interim ICT Manager is attached, marked 18.

Contact: Karen Davis (01743) 258616

**19 Internal Audit: Fraud and Special Investigation Update (Exempted by Categories 2, 3 and 7)** (Pages 181 - 184)

The report of the Engagement Auditor is attached, marked 19.

Contact: Katie Williams (01743) 252087