

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

Date: 9 July 2024  
My Ref:  
Your Ref:

**Committee:  
Audit Committee**

**Date: Wednesday, 17 July 2024**  
**Time: 10.00 am**  
**Venue: Shrewsbury/Oswestry Room, Shirehall, Abbey Foregate,  
Shrewsbury, Shropshire, SY2 6ND**

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

There will be some access to the meeting room for members of the press and public, but this will be limited. If you wish to attend the meeting please email [democracy@shropshire.gov.uk](mailto:democracy@shropshire.gov.uk) to check that a seat will be available for you.

Please click [here](#) to view the livestream of the meeting on the date and time stated on the agenda

The recording of the event will also be made available shortly after the meeting on the Shropshire Council Youtube Channel [Here](#)

Tim Collard  
Assistant Director – Legal and Governance

**Members of Audit Committee**

Simon Harris (Vice Chairman)  
Nigel Lumby  
Brian Williams (Chairman)

Roger Evans  
Kate Halliday

Independent Member: Jim Arnold

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 declare their disclosable pecuniary interests and other registrable or non-registrable interests in any matter being considered at the meeting as set out in Appendix B of the Members' Code of Conduct and consider if they should leave the room prior to the item being considered. Further advice can be sought from the Monitoring Officer in advance of the meeting.

## 3 Minutes of the previous meeting held on the 27 June 2024 (Pages 1 - 6)

The Minutes of the meeting held on the 27 June 2024 are attached for confirmation.

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. The deadline for this meeting is 5pm on Thursday 11 July 2024.

## 5 Member Questions

To receive any questions from the public, notice of which has been given in accordance with Procedure Rule 14. The deadline for this meeting is 5pm on Thursday 11 July 2024.

## 6 First line assurance: Blue Badge Management Update (Pages 7 - 14)

The report of the Transactional Management and Licensing – Team Manager is attached.

Contact: Mandy Beever (01743) 251702

## 7 Second line assurance: Risk Annual Report 2023/24 (Pages 15 - 26)

The report of the Risk and Business Continuity Manager is attached.

Contact: Jane Cooper (01743) 252851

## 8 Second line assurance: Annual Whistleblowing report (Pages 27 - 34)

The report of the Assistant Director of Workforce is attached.

Contact: Sam Williams (01743) 252817

## 9 Second line assurance: Annual Treasury Report (Pages 35 - 50)

The report of the Assistant Director Finance and Technology (Deputy Section 151 Officer) is attached.

Contact: Ben Jay (01743) 250691

**10 Third line assurance: Internal Audit Performance Report (Pages 51 - 68)**

The report of the Head of Policy and Governance is attached.

Contact: Barry Hanson 07990 086409

**11 Third line assurance: Internal Audit Annual Report 2023/24 (Pages 69 - 92)**

The report of the Head of Policy and Governance is attached.

Contact: Barry Hanson 07990 086409

**12 Third line assurance: Annual review of Internal Audit, Quality Assurance and Improvement Programme (QAIP) 2023/24 (Pages 93 - 104)**

The report of the Section 151 Officer is attached.

Contact: James Walton (01743) 258915

**13 Third line assurance: Annual Assurance report of Audit Committee to Council 2023/24**

The report of the Section 151 Officer is to follow.

Contact: James Walton (01743) 258915

**14 Third line assurance: Internal Audit Plan 2024/25 (Pages 105 - 120)**

The report of the Head of Policy and Governance is attached.

Contact: Barry Hanson 07990 086409

**15 Third line assurance: External Audit, Audit Plan 2023/24 (Pages 121 - 152)**

The report of the Engagement Lead is attached.

Contact: Grant Patterson (0121) 232 5296

**16 Third line assurance: External Audit, Informing the Audit Risk Assessment (Pages 153 - 194)**

The report of the Engagement Lead is attached.

Contact: Grant Patterson (0121) 232 5296

**17 Third line assurance: External Audit, Pension Fund Audit Plan 2023/24 (Pages 195 - 214)**

The report of the Engagement Lead is attached.

Contact: Grant Patterson (0121) 232 5296

**18 Third line assurance: External Audit, Auditors Annual Report 2020/21**  
(Pages 215 - 248)

The report of the Engagement Lead is attached.  
Contact: Grant Patterson (0121) 232 5296

**19 Third line assurance: External Audit, Auditors Annual Report 2021/22 and 2022/23** (Pages 249 - 290)

The report of the Engagement Lead is attached.  
Contact: Grant Patterson (0121) 232 5296

**20 Date and Time of Next Meeting**

The next meeting of the Audit Committee will be held on the 27 September 2024 at 10.00 am.

**21 Exclusion of Press and Public**

To RESOLVE that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 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.

**22 First Line assurance: Cyber Security Management Update** (Pages 291 - 296)

The report of the Head of Automation and Technology is attached.  
Contact: David Baker (01743) 254118

**23 Third Line Assurance: : Fraud, Special Investigation and RIPA Update (Exempted by Categories 1, 2, 3 and 7)** (Pages 297 - 300)

The report of the Internal Audit Manager is attached.  
Contact: Katie Williams 07584 217067