

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

Date: 29 January 2025  
My Ref:  
Your Ref:

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

**Date:** Thursday, 6 February 2025  
**Time:** 10.00 am  
**Venue:** Shrewsbury 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)  
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 20 December 2024 (Pages 1 - 8)**

The Minutes of the meeting held on the 20 December 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 12 noon on Friday 31 January 2025.

## **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 12 noon on Friday 31 January 2025.

## **6 First line assurance: NWRR Management Update**

A verbal update will be given.

Contact: Andy Wilde (01743) 256401

## **7 First line assurance: Social Media Management Update (Pages 9 - 24)**

The report of the Head of Communications and Engagement is attached.

Contact: Nigel Newman (01743) 253976

## **8 First line assurance: The Lantern Management Update (Pages 25 - 32)**

The report of the Property Services Group (PSG) Facilities and Maintenance Manager is attached.

Contact: Matt Jordan (01743) 252668

**9 First line assurance: External Catering Management Update (Pages 33 - 46)**

The report of the Shire Services General Manager is attached.  
Contact: Suzan Vuli (01743) 250259

**10 Second line assurance: Strategic Risks Update (Pages 47 - 52)**

The report of the HR & OD Manager is attached.  
Contact: Sam Collins-Lafferty (01743) 252854

**11 Second line assurance: Treasury Strategy 2025/26**

The report of the Executive Director of Resources (Section 151 Officer) is to follow.  
Contact: James Walton (01743) 258915

**12 Governance assurance: Draft Audit Committee work plan and future training requirements (Pages 53 - 78)**

The report of the Head of Policy and Governance is attached.  
Contact: Barry Hanson 07990 086409

**13 Third line assurance: Internal Audit Performance Report and revised Annual Audit Plan 2024/25 (Pages 79 - 98)**

The report of the Head of Policy and Governance is attached.  
Contact: Barry Hanson 07990 086409

**14 Third line assurance: Report of the Audit Review of Risk Management (Pages 99 - 104)**

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

**15 Third line assurance: Internal Audit Plan 2025/26 (Pages 105 - 108)**

The report of the Head of Policy and Governance is attached.  
Contact: Barry Hanson 07990 086409

**16 Date and Time of Next Meeting**

The next meeting of the Audit Committee will be held on the 26 June 2025 at 10.00 am.

**17 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.

**18 Exempt Minutes of the previous meeting held on the 20 December 2024**  
(Pages 109 - 110)

The Exempt Minutes of the meeting held on the 20 December 2024 are attached for confirmation.

Contact Michelle Dulson (01743) 257719

**19 Internal Audit: Fraud, Special Investigation and RIPA Update (Exempted by Categories 1, 2, 3 and 7)** (Pages 111 - 118)

The report of the Internal Audit Manager is attached.

Contact: Katie Williams 07584 217067