

# AGENDA

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**Meeting:** Audit  
**Place:** Kennet Committee Room  
**Date:** Tuesday 26 April 2016  
**Time:** 10.30 am

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Please direct any enquiries on this Agenda to Shirley Agyeman of Democratic Services, County Hall, Trowbridge, direct line (01225) 718089 or email [shirley.agyeman@wiltshire.gov.uk](mailto:shirley.agyeman@wiltshire.gov.uk).

All public reports referred to on this agenda are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk).

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## Membership:

Cllr Richard Britton (Vice  
Chairman)  
Cllr Rosemary Brown  
Cllr Tony Deane (Chairman)  
Cllr Stewart Dobson  
Cllr Julian Johnson

Cllr Linda Packard  
Cllr Sheila Parker  
Cllr David Pollitt  
Cllr James Sheppard

## Non-Voting Members

Cllr Baroness Scott of Bybrook  
OBE

Cllr Dick Tonge

## Substitutes

Cllr Terry Chivers  
Cllr Peter Evans  
Cllr Nick Fogg MBE  
Cllr Atiqul Hoque  
Cllr George Jeans

Cllr David Jenkins  
Cllr Jacqui Lay  
Cllr Helen Osborn  
Cllr Mark Packard  
Cllr Ian West

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## Part I

### Items to be considered while the meeting is open to the public

**1 Apologies and Membership Changes**

**2 Chairman's Announcements**

**3 Minutes of the Previous Meeting (Pages 5 - 10)**

To confirm and sign the minutes of the Audit Committee meeting held on 26 January 2016.

**4 Members' Interests**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

**5 Public Participation and Committee Members' Questions**

The Council welcomes contributions from members of the public.

#### Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

#### Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of the agenda (acting on behalf of the Corporate Director) no later than 5pm on Wednesday 20 April 2016. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

**6 Housing Benefit Subsidy Audit 2014-15 (Pages 11 - 14)**

- 7 **KPMG - Audit Fee Letter 2016/17** (*Pages 15 - 22*)
- 8 **KPMG - External Audit Plan** (*Pages 23 - 40*)
- 9 **SWAP - Internal Audit Activity - Q4 Update 2015/16** (*Pages 41 - 122*)
- 10 **Urgent Items**

Any other items of business, which the Chairman agrees to consider as a matter of urgency.

11 **Date of next meeting**

To note that the next regular meeting of the Committee will be held on 27 July 2016 at 10.30 a.m.

**Part II**

**Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed**