

Audit Committee

Thursday 14 April 2016 at 5.00 pm

To be held at the Town Hall, Pinstone Street, Sheffield, S1 2HH

The Press and Public are Welcome to Attend

Membership

Councillors Steve Jones (Chair), John Campbell, Tony Damms, Rob Frost, Dianne Hurst, Joe Otten (Deputy Chair) and Josie Paszek.

Independent Co-opted Members

Rick Plews and Liz Stanley.

PUBLIC ACCESS TO THE MEETING

The Audit Committee is a key part of the Council's corporate governance arrangements. The Committee has delegated powers to approve the Council's Statement of Accounts in accordance with the Accounts and Audit Regulations 2003 and consider the Annual Letter from the Auditor in accordance with the Accounts and Audit Regulations 2003 and to monitor the Council's response to individual issues of concern identified.

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday. You may not be allowed to see some reports because they contain confidential information.

Recording is allowed at Audit Committee meetings under the direction of the Chair of the meeting. Please see the website or contact Democratic Services for details of the Council's protocol on audio/visual recording and photography at council meetings.

If you require any further information please contact Dave Ross in Democratic Services on 0114 273 5033 or email dave.ross@sheffield.gov.uk.

FACILITIES

There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

**AUDIT COMMITTEE AGENDA
14 APRIL 2016**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public.
- 4. Declarations of Interest** (Pages 1 - 4)
Members to declare any interests they have in the business to be considered at the meeting.
- 5. Minutes of Previous Meeting** (Pages 5 - 10)
To approve the minutes of the meeting of the Committee held on 14 January 2016
- 6. Update on the Information Commissioner's Office Consensual Audit** (Pages 11 - 22)
Report of the Interim Executive Director, Resources.
- 7. Certification of Claims and Returns Annual Report 2014/15** (Pages 23 - 38)
Report from KPMG.
- 8. External Audit Plan 2015/16** (Pages 39 - 56)
Report from KPMG.
- 9. Annual Audit Fee Letter 2016/17** (Pages 57 - 66)
Report from KPMG.
- 10. Internal Audit Plan 2016/17** (Pages 67 - 110)
Report of the Senior Finance Manager, Internal Audit.
- 11. Internal Audit Annual Fraud Report** (Pages 111 - 132)
Report of the Interim Director of Finance.
- 12. Public Sector Internal Auditing Standards External Assessment Process 2016/17** (Pages 133 - 140)
Report of the Senior Finance Manager, Internal Audit.
- 13. Compliance with International Auditing Standards** (Pages 141 - 150)
Report of the Interim Director of Finance.

- 14. Revised Terms of Reference** (Pages 151 - 156)
Report of the Director of Legal and Governance.
- 15. Work Programme** (Pages 157 - 162)
Report of the Director of Legal and Governance.
- 16. Dates of Future Meetings**
To note that the next meeting of the Committee will be held on 14 July 2016 at 5.00 p.m.

(Please note that provisional dates are being arranged for 2016/17)