

Audit and Standards Committee

Thursday 16 November 2017 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 Josie Paszek (Chair), Adam Hanrahan (Deputy Chair), Dianne Hurst, Alan Law, Pat Midgley, Peter Price and Paul Scriven.

Independent Co-opted Members

Liz Stanley.

PUBLIC ACCESS TO THE MEETING

The Audit and Standards Committee oversees and assesses the Council's risk management, control and corporate governance arrangements and advises the Council on the adequacy and effectiveness of these arrangements. The Committee has delegated powers to approve the Council's Statement of Accounts and consider the Annual Letter from the External Auditor.

The Committee is also responsible for promoting high standards of conduct by Councillors and co-opted members.

A copy of the agenda and reports is available on the Council's website at <http://democracy.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 meetings of the Committee 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 Simon Hughes in Democratic Services on 0114 273 34014 or email simon.hughes@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 AND STANDARDS COMMITTEE AGENDA
16 NOVEMBER 2017**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of the Press and Public**
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 Meetings** (Pages 5 - 14)
To approve the minutes of the meetings of (a) the Committee held on 14 September 2017 and (b) the Consideration Sub-Committee held on 25 September 2017.
- 6. Consultation on the Disqualification Criteria for Councillors** (Pages 15 - 40)
Report of the Director of Legal and Governance.
- 7. Revised Procedure for Dealing with Standards Complaints** (Pages 41 - 56)
Report of the Director of Legal and Governance.
- 8. Review of the Monitoring Officer Protocol** (Pages 57 - 74)
Report of the Director of Legal and Governance.
- 9. Annual Ombudsman and Complaints Report 2016/17** (Pages 75 - 92)
Report of the Director of Human Resources and Customer Services.
- 10. Update on the 2016/17 Statement of Accounts and Letter of Management Representations**
- 11. Mid-Year Review of the Internal Audit Plan** (Pages 93 - 108)
Report of the Senior Finance Manager (Internal Audit).
- 12. Work Programme** (Pages 109 - 114)
Report of the Director of Legal and Governance.
- 13. Dates of Future Meetings**
To note that meetings of the Committee will be held at 5.00 p.m. on:-
 - 14 December 2017 (additional meeting if required)

- 11 January 2018
- 8 February 2018 (additional meeting if required)
- 8 March 2018 (additional meeting if required)
- 12 April 2018
- 14 June 2018
- 26 July 2018