

Audit Committee

Wednesday 1 August 2012 at 6.00 pm

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

The Press and Public are Welcome to Attend

Membership

Councillors Ray Satur (Chair), Steve Jones, Martin Lawton, Sioned-Mair Richards, Anders Hanson and Joe Otten.

Independent Co-opted Members

Mrs Beryl Seaman and Mr Rick Plews.

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, or you can ring on telephone no. 2734552. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

If you require any further information please contact Dave Ross 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
1 AUGUST 2012 AT 6.00 P.M.**

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.

(Note: The report at item 14 (Financial/Commercial Monitoring of External Partnerships) is not available to the public and press because it contains exempt information described in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended).
- 4. Declarations of Interest**

Members to declare any interests they have in the business to be considered at the meeting.
- 5. Appointment of Deputy Chair**

To appoint the Deputy Chair of the Committee for 2012/13.
- 6. Minutes of Previous Meeting**

To approve the minutes of the meetings of the Committee held on 15 and 16 May 2012.

 - 6.1 Minutes 15 May 2012**
 - 6.2 Minutes 16 May 2012**
- 7. Progress Report on Human Resource/Payroll Procedures**

Report of the Executive Director, Resources.
- 8. Whistleblowing Policy**

Report of the Executive Director, Resources.
- 9. Section 106 Planning Income**

Report of the Executive Director, Place.
- 10. Progress on High Opinion Audit Reports**

Report of the Executive Director, Resources.
- 11. Summary of Internal Audit Output**

Report of the Executive Director, Resources.
- 12. IT Risk Assessment Summary Report**

Report of the District Auditor.

13. Work Programme

Report of the Director of Modern Governance.

14. Financial/Commercial Monitoring of External Relationships

Report of the Executive Director, Resources.

(Note: The report is not available to the public and press because it contains exempt information).

15. Summary of the Statement of Accounts

Report of the Executive Director, Resources.

16. Date of Next Meeting

The meeting of the Audit Committee will be held on Wednesday 26 September 2012 at 6.00 p.m.

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

A new Standards regime was introduced on 1st July, 2012 by the Localism Act 2011. The new regime made changes to the way that your interests needed to be registered and declared. Prejudicial and personal interests no longer exist and they have been replaced by Disclosable Pecuniary Interests (DPIs).

The Act also required that provision is made for interests which are not Disclosable Pecuniary Interests and required the Council to introduce a new local Code of Conduct for Members. Provision has been made in the new Code for dealing with “personal” interests.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously, and has been published on the Council’s website as a downloadable document at [-http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests](http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests)

If at all possible, you should try to identify any potential interest you may have before the meeting so that you and the person you ask for advice can fully consider all the circumstances before reaching a conclusion on what action you should take.

Further advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email lynne.bird@sheffield.gov.uk