

# **Audit Committee**

---

**Tuesday 28 April 2015 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), John Campbell, Rob Frost, Joe Otten (Deputy Chair), Josie Paszek and Sioned-Mair Richards.

## **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](http://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](mailto: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  
28 APRIL 2015**

**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 relating to Strategic Risk Management 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, relating to the financial or business affairs of any particular person, including the authority holding that information).
- 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 - 12)  
To approve the minutes of the meeting of the Committee held on 8 January 2015.
- 6. Certification of Claims and Returns - Annual Report 2013/14** (Pages 13 - 22)  
Report of the Director, KPMG.
- 7. External Audit Plan 2014/15** (Pages 23 - 48)  
Report of the Director, KPMG.
- 8. Annual Audit Fee Letter 2015/16** (Pages 49 - 58)  
Report of the Director, KPMG.
- 9. Internal Audit Plan 2015/16** (Pages 59 - 98)  
Report of the Interim Director of Finance.
- 10. Protecting the Public Purse Annual Fraud Report** (Pages 99 - 128)  
Report of the Interim Director of Finance.
- 11. Compliance with International Auditing Standards** (Pages 129 - 138)  
Report of the Interim Director of Finance.

- 12. Work Programme** (Pages 139 - 146)  
Report of the Director of Legal and Governance.
- 13. Independent Co-opted Member - Extension of Term of Office**  
Further to the decision of the Council Meeting on 4 September 2013 extending the maximum term for the appointment of Co-opted Independent Members of the Audit Committee to five years, this Committee recommends to the Annual General Meeting on 20 May 2015 that the term of office for Rick Plews is extended to 17 May 2016.
- 14. Strategic Risk Management** (Pages 147 - 186)  
Report of the Interim Executive Director, Resources.
- (Note: The report 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).
- 15. Dates of Future Meetings**  
To note that, subject to approval at the Annual General Meeting on 20 May 2015, meetings of the Committee will be held at 6.00 p.m. on:-
- 16 July 2015
  - 24 September 2015
  - 12 November 2015
  - 10 December 2015 (additional meeting if required)
  - 14 January 2016
  - 11 February 2016 (additional meeting if required)
  - 10 March 2016 (additional meeting if required)
  - 14 April 2016
  - 14 July 2016