

Audit Committee

Thursday 14 November 2013 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), Joe Otten (Deputy Chair), Anders Hanson,
Steve Jones, Martin Lawton and Sioned-Mair Richards.

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.

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 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 NOVEMBER 2013**

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 10 (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)
- 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 25 September 2013.
- 6. South Yorkshire Digital Region: Progress on Management Response** (Pages 11 - 16)
Joint report of the Director of Finance and the Director of Creative Sheffield.
- 7. Annual Audit Letter 2012/13** (Pages 17 - 26)
Report of the Director, KPMG.
- 8. Progress on Internal Audit Reports with a High Opinion** (Pages 27 - 44)
Report of the Assistant Director Finance.
- 9. Progress on Compliance with the Public Sector Internal Auditing Standards** (Pages 45 - 98)
Report of the Assistant Director Finance.
- 10. Strategic Risk Management** (Pages 99 - 118)
Report of the 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)

11. Work Programme

(Pages 119 - 124)

Report of the Director of Legal and Governance.

12. Dates of Future Meetings

To note that meetings of the Audit Committee will be held on:

- Thursday 12 December (additional meeting if required)
- Thursday 9 January 2014
- Thursday 13 February (additional meeting if required)
- Thursday 13 March (additional meeting if required)
- Thursday 10 April