

BRIGHTON & HOVE CITY COUNCIL

AUDIT & STANDARDS COMMITTEE

4.00pm 28 JUNE 2022

COUNCIL CHAMBER, HOVE TOWN HALL

DECISION LIST

Part One

7 INTERNAL AUDIT ANNUAL REPORT AND OPINION 2021-22

Ward Affected: All Wards

- 1) That Committee note the Internal Audit Service's opinion on the Council's control environment (Annex A)
- 2) The Committee note any significant control issues that should be included in the Council's Annual Governance Statement for 2021/22
- 3) The Committee note that the Council's system for internal audit has proved effective during 2021/22

8 COUNTER FRAUD ANNUAL REPORT 2021-22

Ward Affected: All Wards

- 1) That Committee note the fraud activity completed during 1st April 2021 to 31st March 2022.

9 FORMAL APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT 2021-2022

Ward Affected: All Wards

- 1) That Audit & Standards Committee formally approve the Annual Governance Statement 2021-2022 in Appendix 1, so that the AGS may be signed by the City Council's Leader and the Chief Executive before publication alongside the City Council's Accounts.

10 INTERNAL AUDIT EXTERNAL ASSESSMENT PROPOSAL

Ward Affected: All Wards

- 1) That Committee approve the appointment of the Chartered Institute of Internal Auditors to carry out the independent external assessment of Orbis Internal Audit in accordance with Public Sector Internal Audit Standards (PSIAS).

11 PROCUREMENT COMPLIANCE UPDATE

Contact Officer: Nigel Manvell

Tel: 01273 293104

Ward Affected: All Wards

- 1) That the Audit & Standards Committee notes the contents of this report including progress made to date and ongoing actions in response to audit recommendations detailed in Appendix 1.

12 STANDARDS UPDATE

Contact Officer: Victoria Simpson

Tel: 01273 294687

Ward Affected: All Wards

- 1) That Committee notes the information in this Report.

15 AUDIT REPORT ON MEMBER EXPENSES

Contact Officer: Abraham Ghebre-Ghiorghis

Tel: 01273 291500

Ward Affected: All Wards

- 1) That Members agree the recommendations in section 5 of the report and instruct officers to implement the same subject to amendments and addition to those recommendations as follows:
 - 5.7 All Members should be supported with, and regularly reminded of, their responsibilities to submit fully completed claim forms with supporting documentation within the relevant timeframe.
 - 5.8 Democratic Services should introduce electronic claim forms to reduce the possibility of a claim form being misplaced
 - 5.9 That officers are instructed to consult with the Independent Remuneration Panel (IRP) regarding extending the time limit for submitting claims to three months
- 2) That the Committee receive an update report as soon as reasonably possible to a future meeting.