





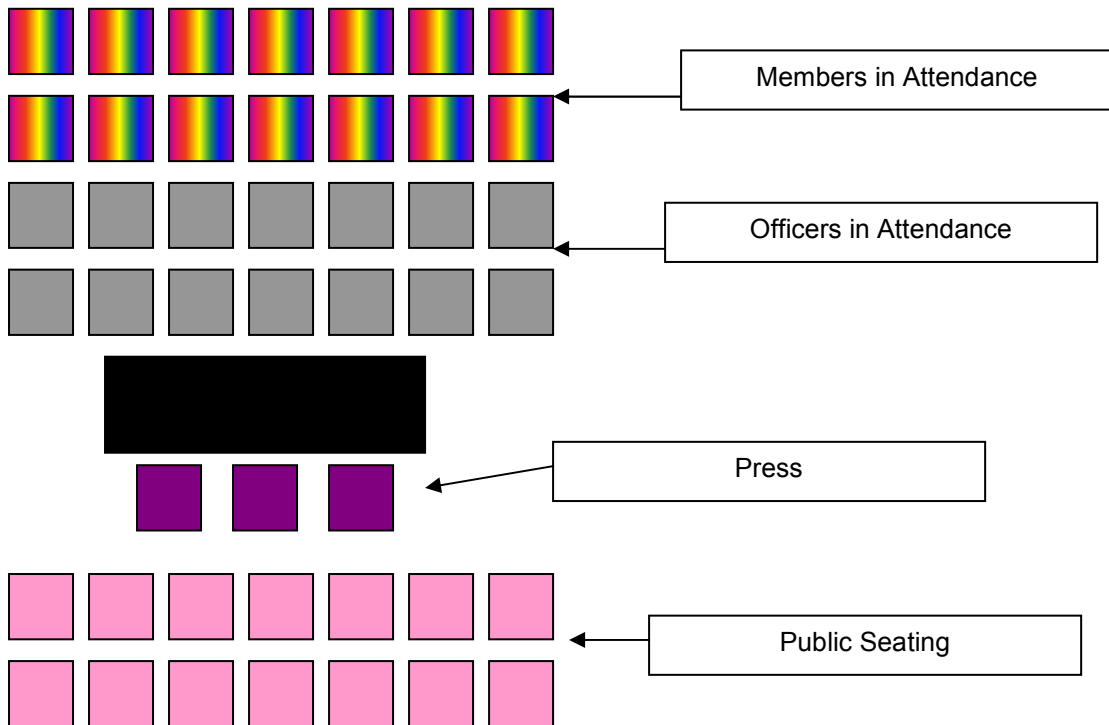
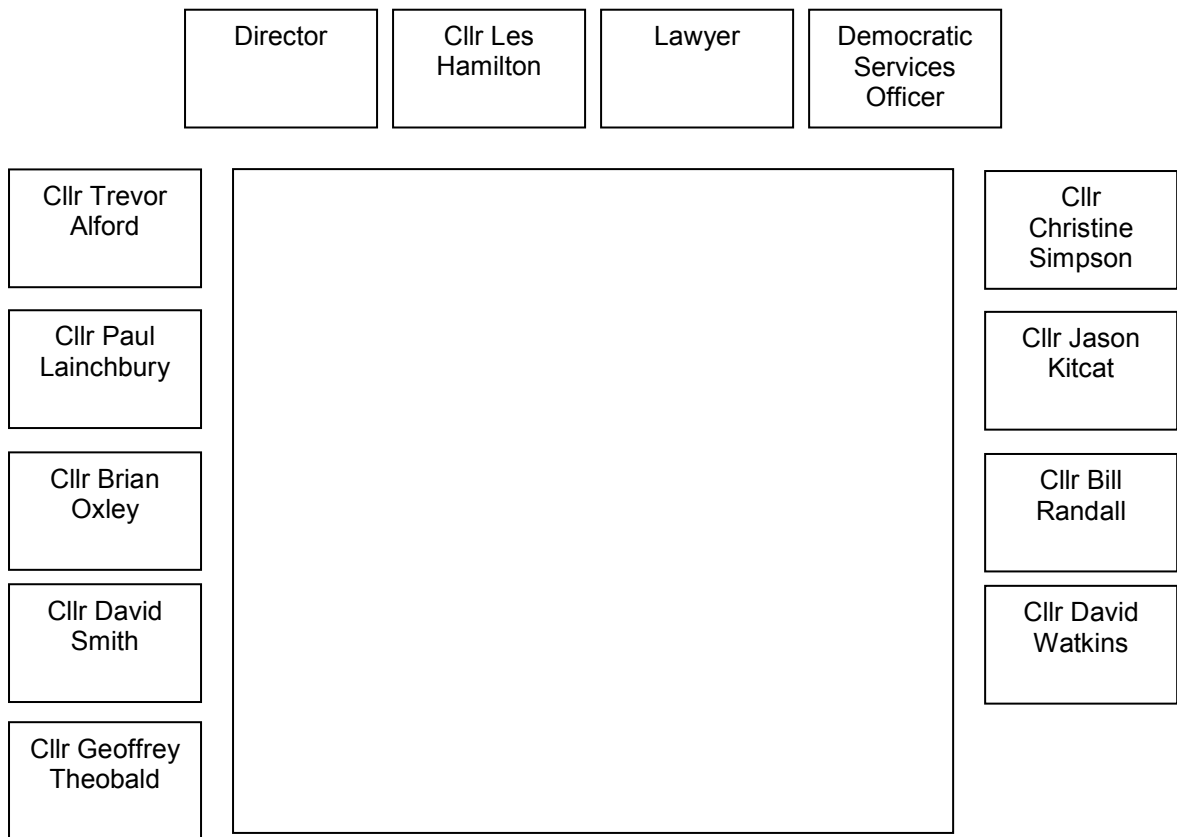
**Brighton & Hove
City Council**

Audit Committee

Title:	Audit Committee
Date:	30 September 2008
Time:	4.00pm
Venue	Committee Room 1, Hove Town Hall
Members:	Councillors: Hamilton (Chairman), Alford, Kitcat, Lainchbury, Oxley, Randall, Simpson, Smith, G Theobald and Watkins (Deputy Chairman)
Contact:	Penny Jennings Senior Democratic Services Officer 01273 291065 penny.jennings@brighton-hove.gov.uk

	The Town Hall has facilities for wheelchair users, including lifts and toilets
	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
	<p>FIRE / EMERGENCY EVACUATION PROCEDURE</p> <p>If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:</p> <ul style="list-style-type: none"> • You should proceed calmly; do not run and do not use the lifts; • Do not stop to collect personal belongings; • Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and • Do not re-enter the building until told that it is safe to do so.

Democratic Services: Meeting Layout



AGENDA

19. PROCEDURAL BUSINESS

- (a) Declaration of Substitutes - Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.
- (b) Declarations of Interest by all Members present of any personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- (c) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: Any item appearing in Part 2 of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

20. MINUTES OF THE PREVIOUS MEETING

1 - 8

Minutes of the meeting held on 26 June (copy attached).

21. CHAIRMAN'S COMMUNICATIONS

22. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 22 September 2008).

No public questions received by date of publication.

23. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions received by date of publication .

24. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 22 September 2008).

No deputations received by date of publication.

AUDIT COMMITTEE

25. PETITIONS

No petitions received by date of publication.

26. LETTERS FROM COUNCILLORS

No letters received by date of publication.

27. AUDIT COMMISSION: ANNUAL GOVERNANCE REPORT

- Report of the District Auditor (COPY TO FOLLOW THIS WILL BE A LATE ITEM).

Ward Affected: All Wards

28. AUDIT OF ACCOUNTS YEAR ENDED 31 MARCH 2008: LETTER OF REPRESENTATION 9 - 14

- Report of the Director of Finance and Resources (copy attached) papers prepared by the Audit Commission (TO FOLLOW).

29. AUDIT PROGRESS REPORT 2008/09 15 - 28

- Report of the Audit Commission (copy attached).

Ward Affected: All Wards

30. HIGH LEVEL EXTERNAL AUDIT PLAN

- Verbal report by the District Auditor

Ward Affected: All Wards

31. TARGETED BUDGET MANAGEMENT (TBM) : MONTH 4 29 - 60

- Report of the Director of Finance and Resources (copy attached).

Contact Officer: Nigel Manvell Tel: 293104

Ward Affected: All Wards

32. AUDIT AND ASSURANCE SERVICES PROGRESS REPORT 61 - 72

- Report of the Director of Finance and Resources (copy attached).

Contact Officer: Ian Withers Tel: 29-1323

Ward Affected: All Wards

33. ANNUAL GOVERNANCE STATEMENT UPDATE 73 - 84

- Report of the Director of Finance and Resources (copy attached).

Contact Officer: Ian Withers Tel: 29-1323

Ward Affected: All Wards

34. RISK MANAGEMENT AND OPPORTUNITY MANAGEMENT: CORPORATE RISK REGISTER AND ANNUAL PROGRAMME 2008/09 85 - 98

- Report of the Director of Strategy and Governance (copy attached).

Contact Officer: Jackie Algar

Tel: 29-1273

Ward Affected: All Wards

PART TWO

35. RISK AND OPPORTUNITY MANAGEMENT: CORPORATE RISK MANAGEMENT ACTION PLANS 2008/09 99 - 108

Report of the Director of Strategy and Governance (copy circulated to Members only).

Contact Officer: Jackie Algar

Tel: 29-1273

Ward Affected: All Wards

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact Penny Jennings, (01273 291065, email penny.jennings@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Monday, 22 September 2008