



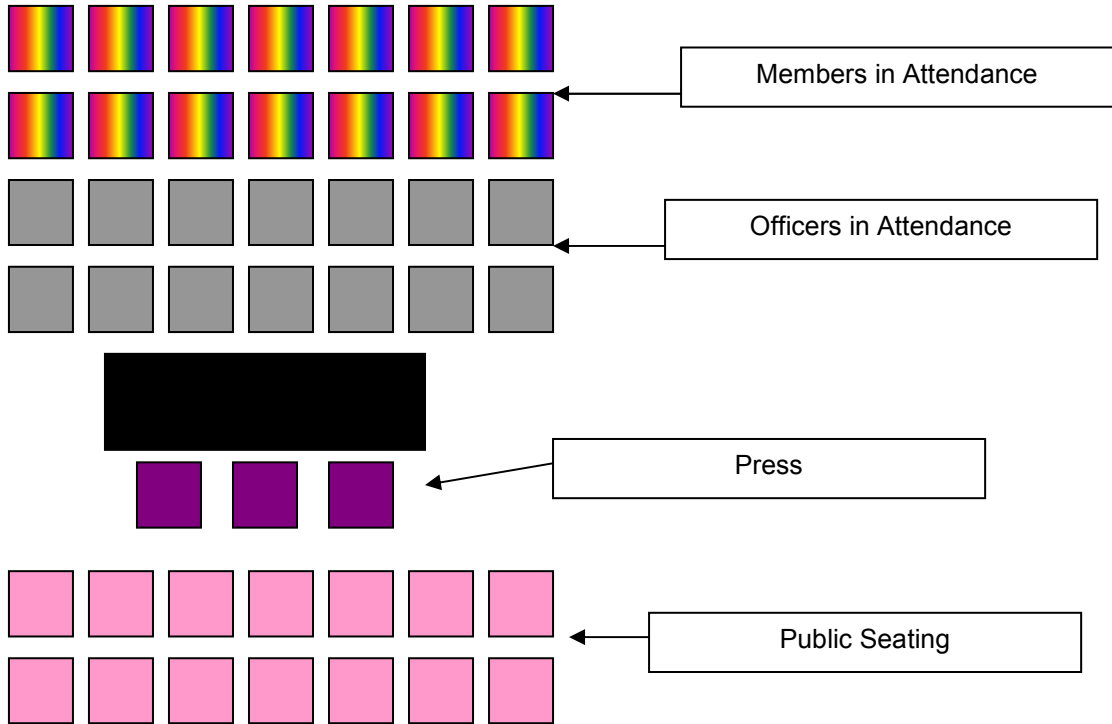
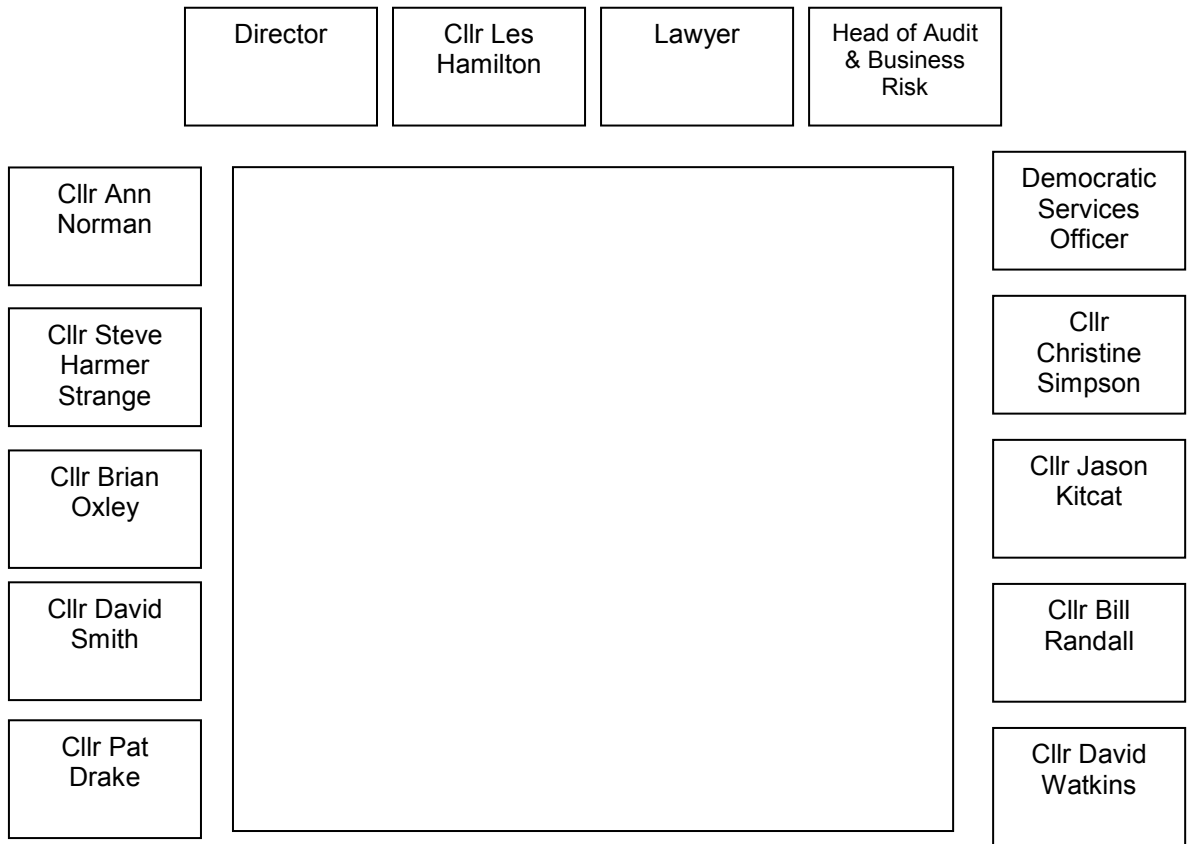
Brighton & Hove  
City Council

# Audit Committee

Title:	<b>Audit Committee</b>
Date:	<b>28 September 2010</b>
Time:	<b>4.00pm</b>
Venue	<b>Committee Room 1, Hove Town Hall</b>
Members:	<b>Councillors:</b> Hamilton (Chairman), Watkins (Deputy Chairman), Drake, Harmer-Strange, Kitcat, A Norman, Oxley, Randall, Simpson and Smith
Contact:	<b>John Peel</b> Democratic Services Officer 01273 291058 john.peel@brighton-hove.gov.uk

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	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.
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# Democratic Services: Meeting Layout



## AGENDA

### 22. 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.*

### 23. MINUTES OF THE PREVIOUS MEETING

1 - 8

Minutes of the previous meeting held on 29 June 2010 (copy attached).

### 24. CHAIRMAN'S COMMUNICATIONS

### 25. PETITIONS

No petitions received by date of publication.

### 26. PUBLIC QUESTIONS

The closing date for receipt of public questions was 12 noon on 20 September 2010.

No public questions were received by date of publication.

### 27. DEPUTATIONS

The closing date for receipt of deputations was 12 noon on 20 September 2010.

No deputations received by date of publication.

## AUDIT COMMITTEE

### 28. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

### 29. LETTERS FROM COUNCILLORS

No letters have been received.

### 30. INTERNAL AUDIT PROGRESS REPORT 2010/11

9 - 14

Report of the Director of Finance & Resources (copy attached).

Contact Officer: *Ian Withers*

Tel: 29-1323

### 31. TARGETED BUDGET MANAGEMENT (TBM): MONTH 4 FOR INFORMATION

15 - 44

Report of the Director of Finance & Resources (copy attached).

Contact Officer: *Patrick Rice*

Tel: 29-1268

### 32. RISK AND OPPORTUNITY MANAGEMENT ANNUAL REPORT 2009/10 AND PROGRAMME 2010/11

45 - 56

Report of the Director of Finance & Resources (copy attached).

Contact Officer: *Jackie Algar*

Tel: 29-1273

### 33. AUDIT OF ACCOUNTS ENDED 31ST MARCH 2010: LETTER OF REPRESENTATION & STATEMENT OF ACCOUNTS UPDATE

57 - 66

Report of the Director of Finance & Resources (copy attached).

Contact Officer: *Patrick Rice*

Tel: 29-1268

### 34. AUDIT COMMISSION ANNUAL GOVERNANCE REPORT 2009/10

67 - 112

Report of the Audit Commission (copy attached).

### 35. AUDIT COMMISSION: ABOLITION OF THE AUDIT COMMISSION (VERBAL UPDATE)

Report of the Audit Commission

### PART TWO ITEMS

### 36. NON-PUBLIC MINUTES OF THE PREVIOUS MEETING- EXEMPT CATEGORY 3

113 -  
114

Part Two Minutes of the previous meeting held on 29 June 2010 (copy attached).

## AUDIT COMMITTEE

**37. CORPORATE RISK MANAGEMENT ACTION PLANS: CR15  
EFFECTIVE PROCUREMENT PROCESS AND CO-ORDINATED  
ORGANISATIONAL COMPLIANCE (VERBAL UPDATE)- EXEMPT  
CATEGORY 3**

Report of the Director of Finance & Resources

Contact Officer: Jackie Algar Tel: 29-1273

**38. CORPORATE RISK MANAGEMENT ACTION PLANS: CR1- HOUSING  
STOCK CONDITION (VERBAL UPDATE)- EXEMPT CATEGORY 3**

Report of the Director of Finance & Resources

Contact Officer: Jackie Algar Tel: 29-1273

**39. CORPORATE RISK MANAGEMENT ACTION PLANS: CR19- 115 -  
EFFECTIVELY MANAGING TRANSFORMATION & CR20- 124  
INFORMATION GOVERNANCE- EXEMPT CATEGORY 3**

Report of the Director of Finance & Resources (copy attached).

Contact Officer: Jackie Algar Tel: 29-1273

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](http://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 Jane Clarke, (01273 291058, email [john.peel@brighton-hove.gov.uk](mailto:john.peel@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

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