



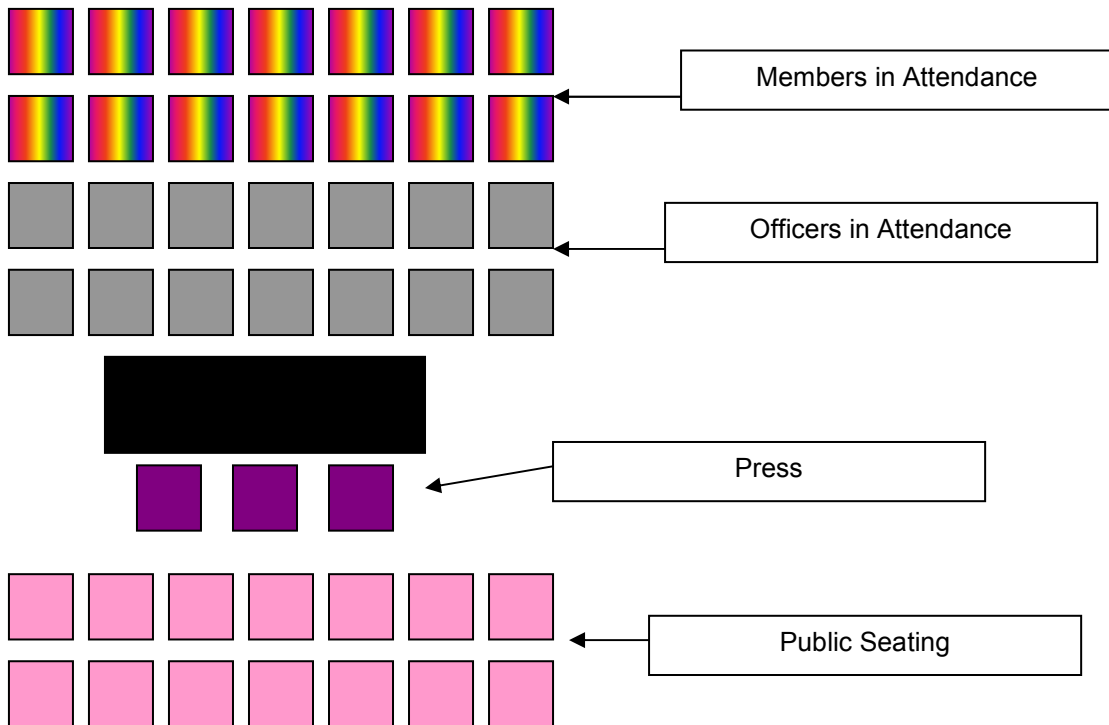
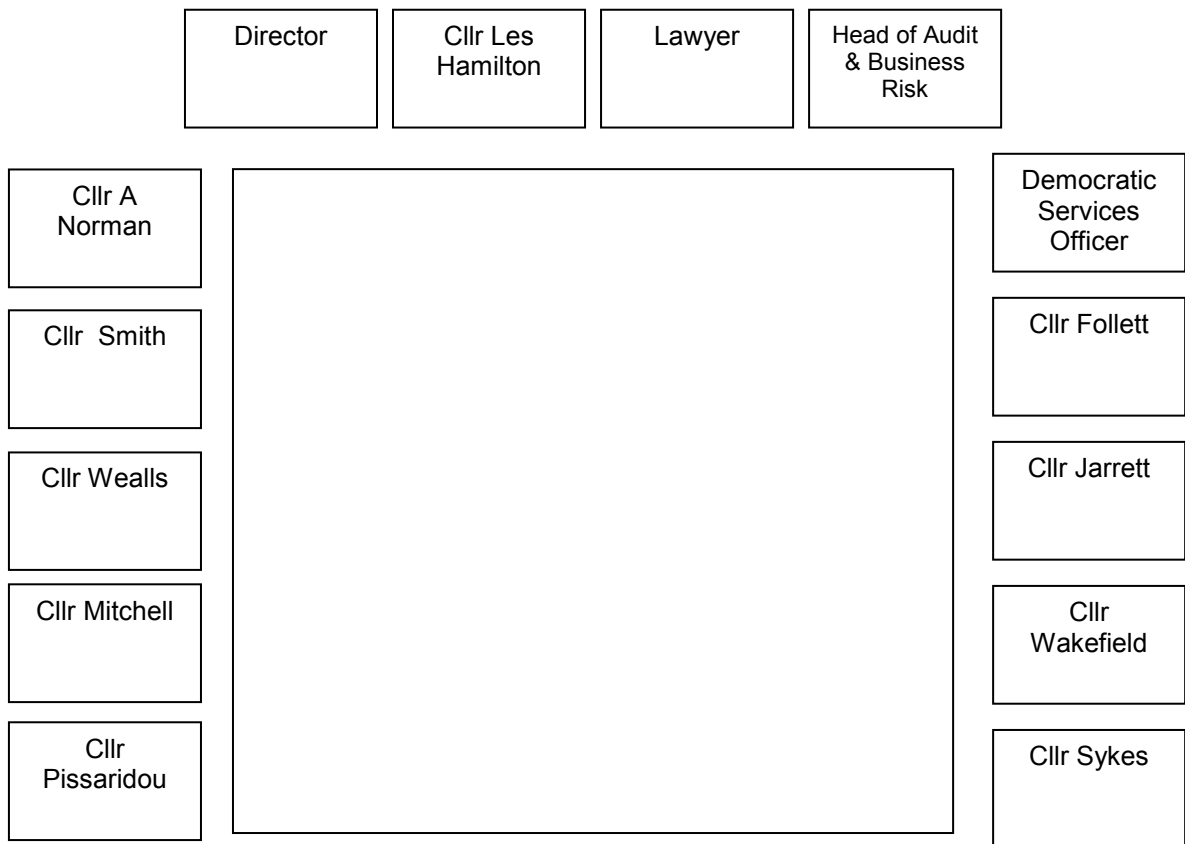
Brighton & Hove  
City Council

# Audit Committee

Title:	<b>Audit Committee</b>
Date:	<b>24 April 2012</b>
Time:	<b>4.00pm</b>
Venue	<b>Committee Room 1, Hove Town Hall</b>
Members:	<b>Councillors:</b> Hamilton (Chair), Follett (Deputy Chair), Jarrett, Mitchell, A Norman, Pissaridou, Smith, Sykes, Wakefield and Wealls
Contact:	<b>John Peel</b> Democratic Services Officer 01273 291058 john.peel@brighton-hove.gov.uk

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# Democratic Services: Meeting Layout



## AGENDA

### 74. 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.*

### 75. MINUTES OF THE PREVIOUS MEETING

1 - 6

Minutes of the previous meeting held on 21 February 2012 (copy attached)

### 76. CHAIR'S COMMUNICATIONS

### 77. PETITIONS

No petitions received by date of publication.

### 78. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 18 April)

No public questions received as of date of publication.

### 79. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 18 April)

No deputations have been received as of date of publication.

## AUDIT COMMITTEE

### 80. LETTERS FROM COUNCILLORS

No letters have been received as of date of publication.

### 81. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received as of publication.

### 82. AUDIT COMMISSION: PROGRESS REPORT 2011/12 7 - 20

Report of the Audit Commission (copy attached)

### 83. AUDIT COMMISSION: OPINION AUDIT PLAN 2011/12 21 - 46

Report of the Audit Commission (copy attached)

### 84. ASSURANCES FROM THE AUDIT COMMITTEE AS THE BODY CHARGED WITH GOVERNANCE 2011/12 47 - 56

Report of the Director of Finance (copy attached)

Contact Officer: *Ian Withers* Tel: 29-1323

### 85. INTERNAL AUDIT STRATEGY AND ANNUAL AUDIT PLAN 2012/13 57 - 102

Report of the Director of Finance (copy attached).

Contact Officer: *Ian Withers* Tel: 29-1323

### 86. BRIGHTON & HOVE CITY COUNCIL COUNTER FRAUD STRATEGY 103 - 112

Report of the Director of Finance (copy attached).

Contact Officer: *Ian Withers* Tel: 29-1323

### 87. 2011/12 STATEMENTS OF ACCOUNTS PREPARATION 113 - 118

Report of the Director of Finance (copy attached).

Contact Officer: *Nigel Manvell* Tel: 29-3104

## PART TWO

### 88. PART TWO MINUTES OF THE PREVIOUS MEETING (EXEMPT-CATEGORY 3) 119 - 122

Part Two minutes of the previous meeting held on 21 February 2012 (copy attached).

### 89. STRATEGIC RISK MANAGEMENT ACTION PLAN FOCUS - SR3 PACE AND VOLUME OF PUBLIC SECTOR CHANGE (EXEMPT CATEGORY 3)

(Verbal Update)

## AUDIT COMMITTEE

Contact Officer: Jackie Algar

Tel: 29-1273

### 90. STRATEGIC RISK MANAGEMENT ACTION PLAN - SR9 CHANGES TO LOCAL GOVERNMENT FINANCE (EXEMPT CATEGORY 3)

(Verbal Update)

Contact Officer: Jackie Algar

Tel: 29-1273

### 91. PAYROLL- UPDATE FROM STRATEGIC DIRECTOR, RESOURCES (EXEMPT CATEGORY 3)

(Verbal Update)

### 92. PART TWO ITEMS

To consider whether or not any of the above items and the decisions thereon should remain exempt from disclosure to the press and public.

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 John Peel, (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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