





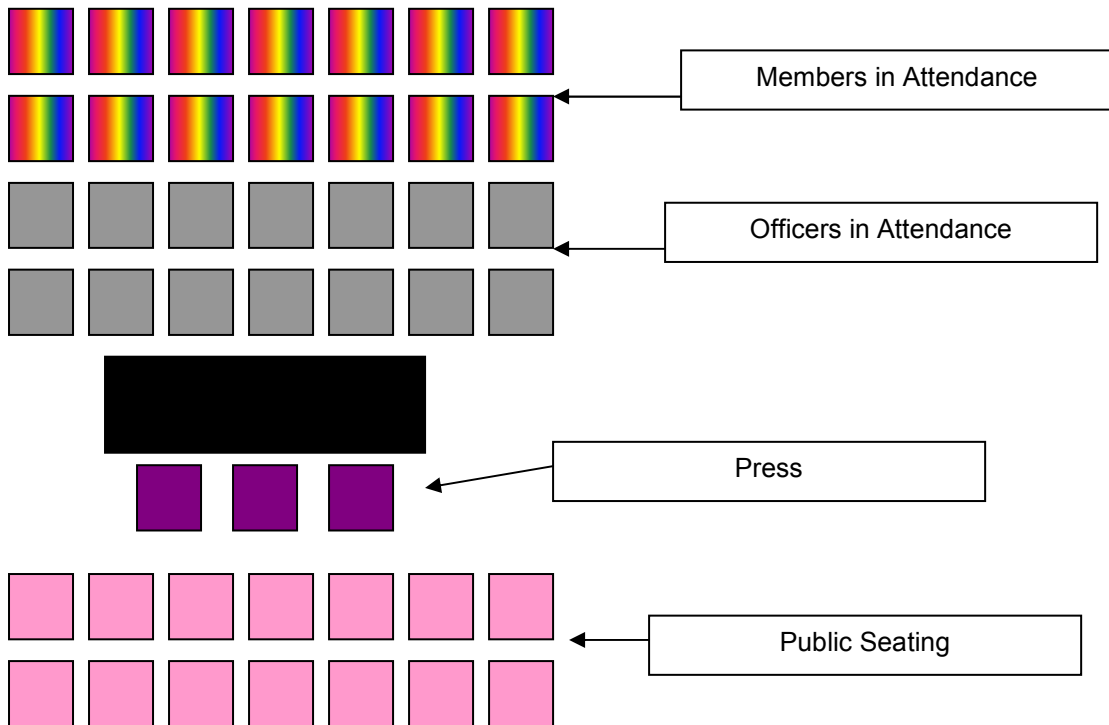
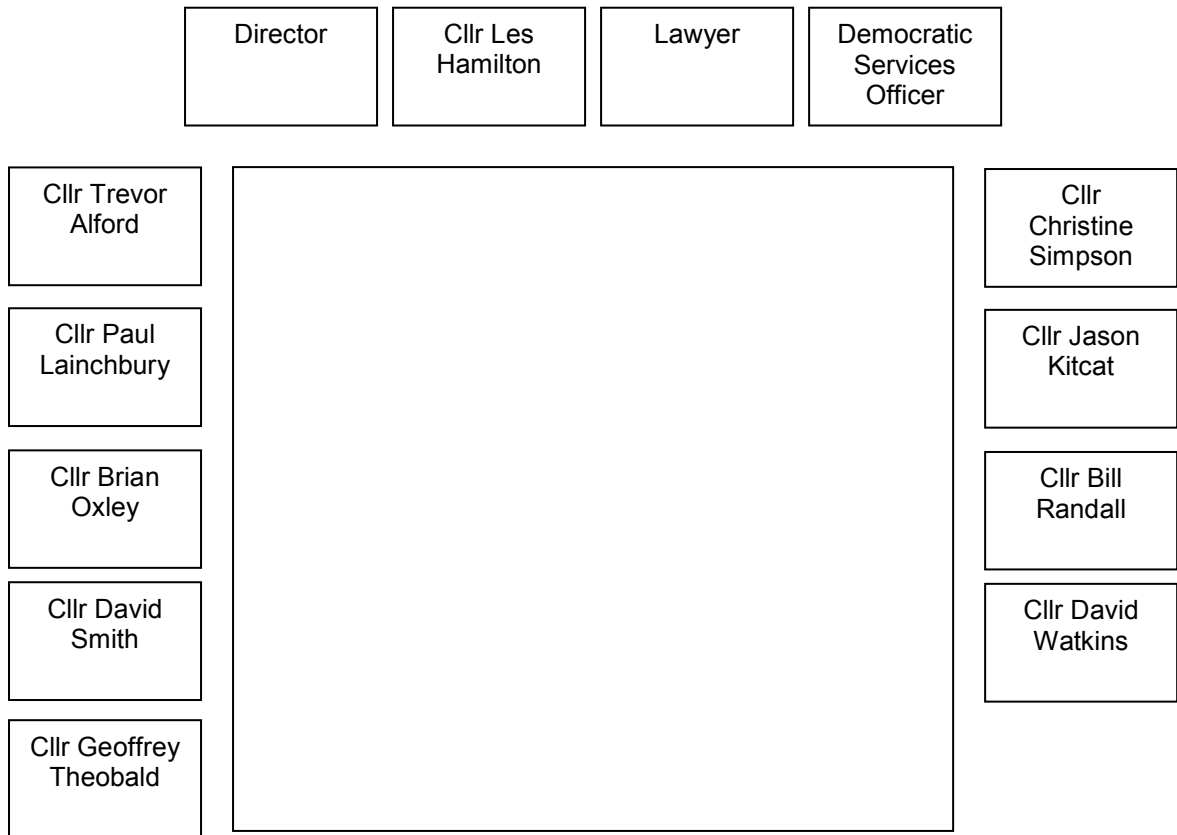
**Brighton & Hove  
City Council**

# Audit Committee

Title:	<b>Audit Committee</b>
Date:	<b>26 June 2008</b>
Time:	<b>4.00pm</b>
Venue	<b>Committee Room 3, Hove Town Hall</b>
Members:	<b>Councillors:</b> Hamilton (Chairman), Alford, Kitcat, Lainchbury, Oxley, Randall, Simpson, Smith, G Theobald and Watkins (Deputy Chairman)
Contact:	<b>Penny Jennings</b> Senior Democratic Services Officer 01273 291065 penny.jennings@brighton-hove.gov.uk

	<b>The Town Hall has facilities for wheelchair users, including lifts and toilets</b>
	<b>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.</b>
	<b>FIRE / EMERGENCY EVACUATION PROCEDURE</b> <b>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:</b> <ul style="list-style-type: none"><li><b>You should proceed calmly; do not run and do not use the lifts;</b></li><li><b>Do not stop to collect personal belongings;</b></li><li><b>Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and</b></li><li><b>Do not re-enter the building until told that it is safe to do so.</b></li></ul>

# Democratic Services: Meeting Layout



## AGENDA

### 1. 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.*

### 2. CHAIRMAN' S COMMUNICATIONS

### 3. CALLOVER

### 4. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 19 June 2008)

No public questions received by date of publication.

### 5. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

### 6. PETITIONS

No petitions received by date of publication.

### 7. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 19 June 2008).

No deputations received by date of publication.

## AUDIT COMMITTEE

### 8. LETTERS FROM COUNCILLORS

No letters have been received.

### 9. NOTICES OF MOTIONS REFERRED FROM COUNCIL

No Notices of Motion have been received.

### 10. AUDIT COMMITTEE: TERMS OF REFERENCE AND WAYS OF WORKING

1 - 2

Report of the Director of Strategy & Governance (copy attached).

*Contact Officer:* Penny Jennings *Tel:* 01273 291065

*Ward Affected:* All Wards

### 11. AUDIT COMMISSION: AUDIT AND INSPECTION PLAN 2008/09

Report of the Director of Finance & Resources and Director of Strategy & Governance (copy to follow).

*Contact Officer:* Janice Millman *Tel:* 01273 291080

*Ward Affected:* All Wards

### 12. STATEMENT OF ACCOUNTS 2007/08

Report of the Director of Finance & Resources (copy to follow).

*Contact Officer:* Jane Strudwick *Tel:* 01273 291255

*Ward Affected:* All Wards

### 13. SHOREHAM AIRPORT STATEMENT OF ACCOUNTS APRIL - JUNE 2006

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

*Contact Officer:* Nigel Manvell *Tel:* 293104

*Ward Affected:* All Wards

### 14. SHOREHAM AIRPORT ANNUAL GOVERNANCE REPORT

Report of the Director of Finance & Resources (copy of report to follow).

*Contact Officer:* Nigel Manvell *Tel:* 293104

*Ward Affected:* All Wards

### 15. AUDIT & ASSURANCE ANNUAL REPORT AND OPINION 2007/08

3 - 26

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

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

*Ward Affected:* All Wards

## AUDIT COMMITTEE

### **16. ANNUAL GOVERNANCE STATEMENT 27 - 58**

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

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

*Ward Affected:* All Wards

### **17. TARGETED BUDGET MANAGEMENT (TBM) REVENUE OUTTURN 2007/08 59 - 80**

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

*Contact Officer:* Nigel Manvell *Tel:* 293104

*Ward Affected:* All Wards

### **18. TARGETED BUDGET MANAGEMENT (TBM) CAPITAL OUTTURN 2007/08 81 - 96**

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

*Contact Officer:* Stuart Taylor *Tel:* 29-1074

*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](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 Penny Jennings, (01273 291065, email [penny.jennings@brighton-hove.gov.uk](mailto:penny.jennings@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

Date of Publication - Wednesday, 18 June 2008