



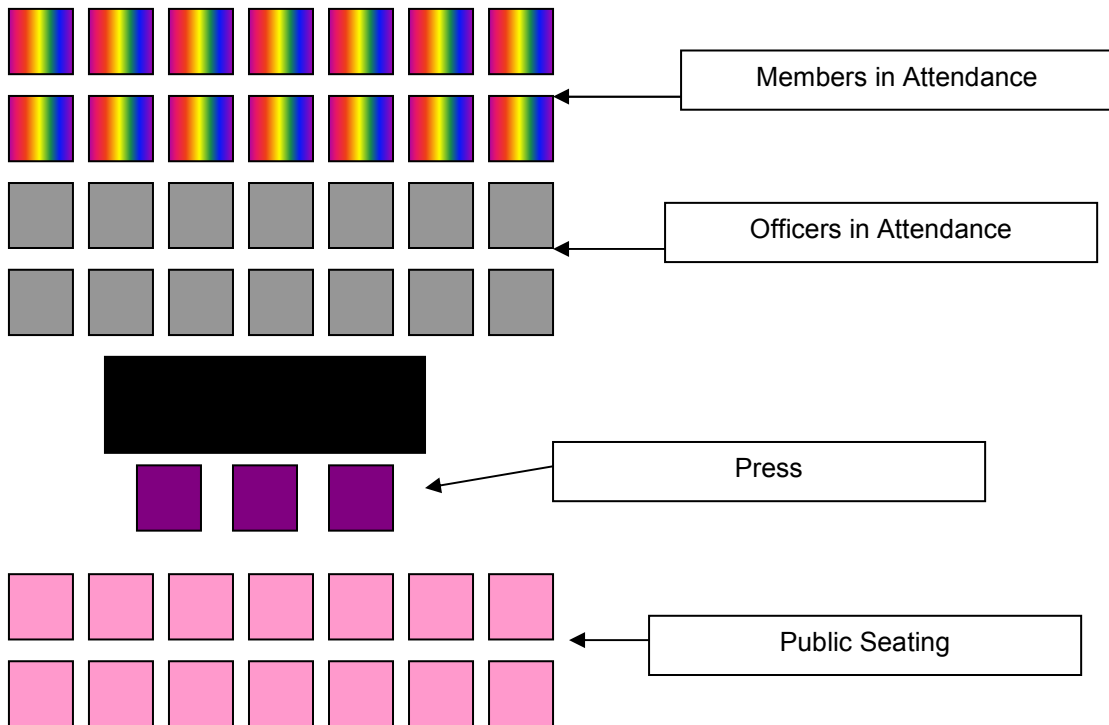
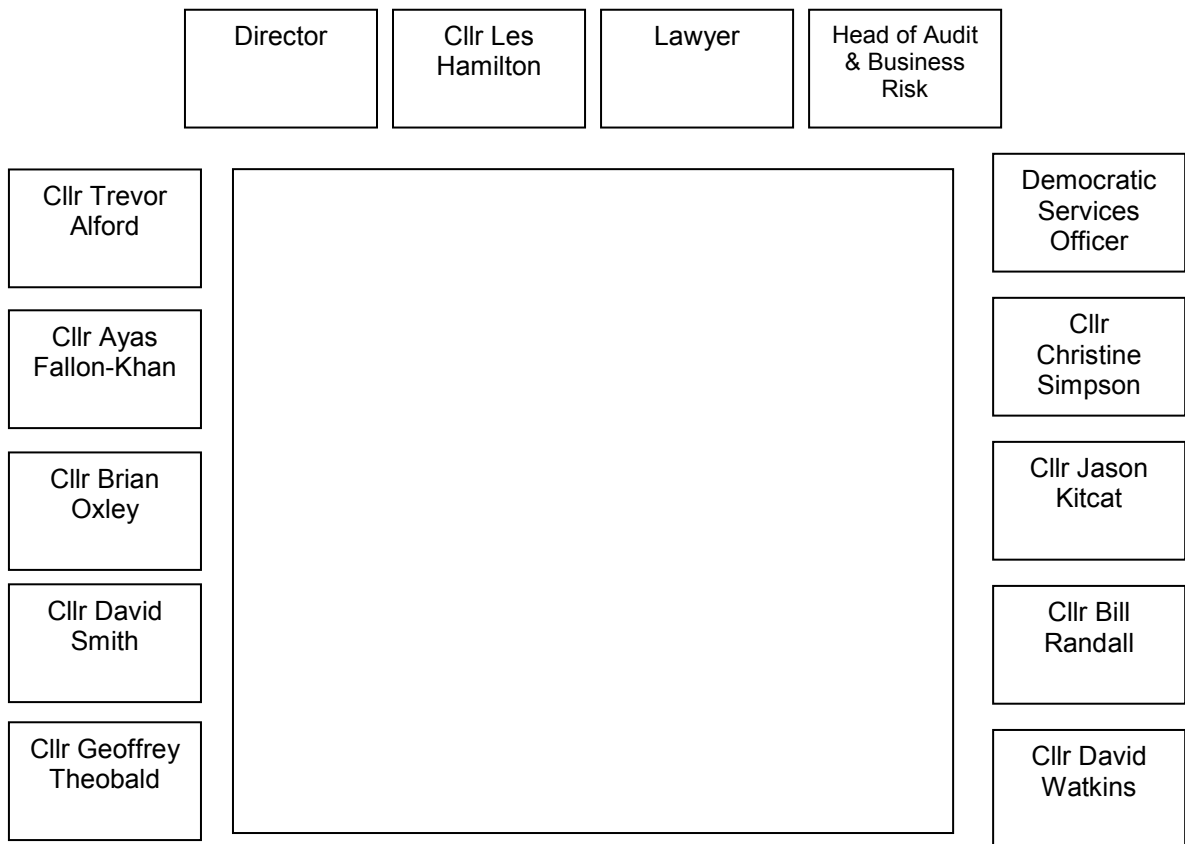
**Brighton & Hove
City Council**

Audit Committee

Title:	Audit Committee
Date:	29 September 2009
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: Hamilton (Chairman), Watkins (Deputy Chairman), Alford, Fallon-Khan, Kitcat, Oxley, Randall, Simpson, Smith and G Theobald
Contact:	Jane Clarke Democratic Services Officer 01273 291064 jane.clarke@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.
	FIRE / EMERGENCY EVACUATION PROCEDURE 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: <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

20. 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.

21. MINUTES OF THE PREVIOUS MEETING

1 - 10

Minutes of the previous meeting held on 30 June 2009 (copy attached).

22. CHAIRMAN'S COMMUNICATIONS

23. PETITIONS

No petitions received by date of publication.

24. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on Tuesday 22 September 2009).

No public questions received by date of publication.

25. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on Tuesday 22 September 2009).

No deputations received by date of publication.

AUDIT COMMITTEE

26. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

27. LETTERS FROM COUNCILLORS

No letters have been received.

28. AUDIT COMMITTEE WORK PROGRAMME

11 - 18

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

Contact Officer: Ian Withers *Tel:* 29-1323
Ward Affected: All Wards;

29. AUDIT COMMISSION: ANNUAL GOVERNANCE REPORT 2008/09

Including Letter of Representation.

Report from the Audit Commission (copy to follow).

Contact Officer: Grahame Brown *Tel:* 0844 7986107
Ward Affected: All Wards;

30. AUDIT COMMISSION: HEALTH INEQUALITIES ASSESSMENT REPORT

19 - 50

Report from the Audit Commission (copy attached).

Contact Officer: Grahame Brown *Tel:* 0844 7986107
Ward Affected: All Wards;

31. TARGETED BUDGET MANAGEMENT (TBM) MONTH 4

51 - 84

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

Contact Officer: Nigel Manvell *Tel:* 29-3104
Ward Affected: All Wards;

32. AUDIT & BUSINESS RISK PROGRESS REPORT

85 - 90

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

Contact Officer: Ian Withers *Tel:* 29-1323
Ward Affected: All Wards;

33. RISK & OPPORTUNITY MANAGEMENT UPDATE

Report of the Director of Finance & Resources (oral report).

Contact Officer: Jackie Algar *Tel:* 29-1273
Ward Affected: All Wards;

34. ICT RISKS - BUSINESS CONTINUITY

91 - 96

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

Contact Officer: Paul Featherstone *Tel:* 290433

AUDIT COMMITTEE

Ward Affected: All Wards;

PART TWO

35. NON-PUBLIC MINUTES OF THE PREVIOUS MEETING - EXEMPT CATEGORY 3 97 - 100

Minutes of the previous meeting held on 30 June 2009 (Copy circulated to Members only).

36. CORPORATE RISK MANAGEMENT ACTION PLAN FOCUS - EXEMPT CATEGORY 3 101 - 104

Report of the Director of Finance & Resources (copy circulated to Members only; presentation).

Contact Officer: Robin Humphries Tel: 29-3928

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 Jane Clarke, (01273 291064, email jane.clarke@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Monday, 21 September 2009