



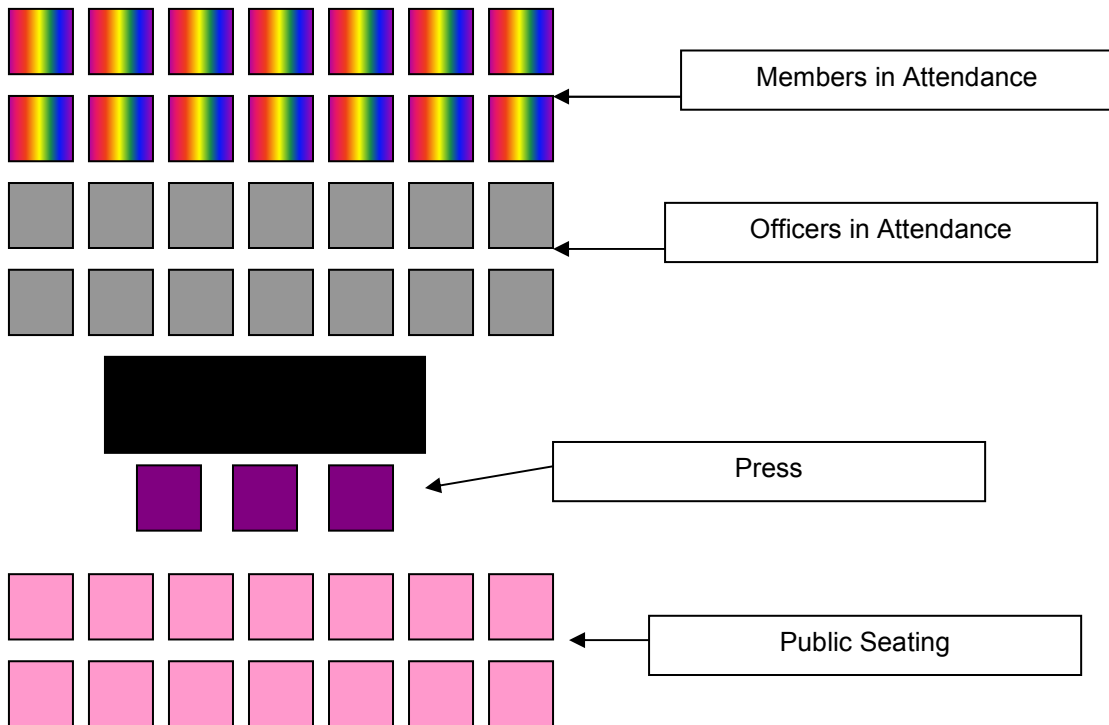
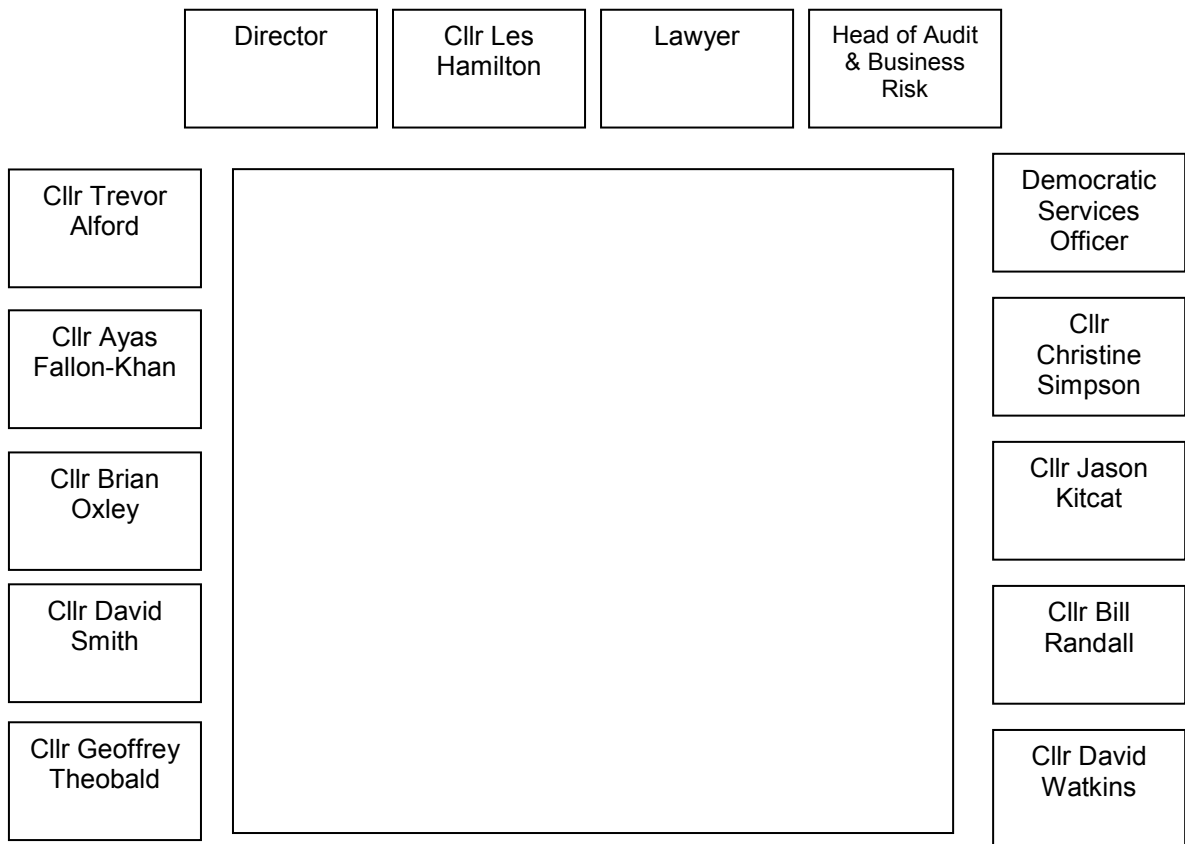
**Brighton & Hove  
City Council**

# Audit Committee

Title:	<b>Audit Committee</b>
Date:	<b>30 March 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), Alford, Fallon-Khan, Kitcat, Oxley, Simpson, Smith, Taylor and G Theobald
Contact:	<b>Jane Clarke</b> Democratic Services Officer 01273 291064 jane.clarke@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

### 56. 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.*

### 57. MINUTES OF THE PREVIOUS MEETING

1 - 12

Minutes of the meeting held on 15 December 2009 (copy attached).

### 58. CHAIRMAN'S COMMUNICATIONS

### 59. PETITIONS

No petitions received by date of publication.

### 60. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on Tuesday 23 March 2010).

No public questions received by date of publication.

### 61. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on Tuesday 23 March 2010).

No deputations received by date of publication.

## AUDIT COMMITTEE

### 62. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

### 63. LETTERS FROM COUNCILLORS

No letters have been received.

### 64. TREASURY MANAGEMENT POLICY STATEMENT

13 - 38

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

Contact Officer: Mark Ireland, Peter Sargent Tel: 29-1240, Tel: 29-1241

Ward Affected: All Wards;

#### a) ANNUAL INVESTMENT STRATEGY 2010-2011

39 - 54

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

Contact Officer: Mark Ireland, Peter Sargent Tel: 29-1240, Tel: 29-1241

Ward Affected: All Wards;

### 65. COMPREHENSIVE AREA ASSESSMENT

55 - 90

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

Contact Officer: Barbara Green Tel: 29-1081

Ward Affected: All Wards;

### 66. AUDIT COMMISSION: THE ROLE OF THE AUDIT COMMISSION

Oral report and powerpoint presentation by the Audit Commission.

Contact Officer: Simon Mathers Tel: 0844 798 1776

Ward Affected: All Wards;

### 67. AUDIT COMMISSION: AUDIT PROGRESS REPORT 2009/2010

91 - 100

Report from the Audit Commission (copy attached).

Contact Officer: Simon Mathers Tel: 0844 798 1776

Ward Affected: All Wards;

### 68. AUDIT COMMISSION: CERTIFICATION OF CLAIMS AND RETURNS - ANNUAL REPORT

101 - 108

Report of the Audit Commission (copy attached).

Contact Officer: Simon Mathers Tel: 0844 798 1776

Ward Affected: All Wards;

## AUDIT COMMITTEE

**69. AUDIT COMMISSION: FEE LETTERS 2010/2011** **109 -  
116**

Report of the Audit Commission (copy attached).

*Contact Officer:* Simon Mathers *Tel:* 0844 798 1776  
*Ward Affected:* All Wards;

**70. TARGETED BUDGET MANAGEMENT (TBM) MONTH 9** **117 -  
162**

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

*Contact Officer:* Patrick Rice *Tel:* 29-1268  
*Ward Affected:* All Wards;

**71. RISK AND OPPORTUNITY MANAGEMENT (ROM): UPDATE** **163 -  
168**

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

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

### PART TWO

**72. NON-PUBLIC MINUTES OF THE PREVIOUS MEETING - EXEMPT PARAGRAPH 3** **169 -  
170**

Non-Public minutes of the meeting held on 15 December 2009 (copy attached).

**73. CORPORATE RISK MANAGEMENT ACTION PLAN FOCUS - EXEMPT PARAGRAPH 3**

Oral report from the Risk & Opportunity Manager and the Schools Futures Project Director.

*Contact Officer:* Jackie Algar, Gil Sweetenham *Tel:* 29-1273, *Tel:* 29-3474  
*Ward Affected:* All Wards;

**74. NATIONAL FRAUD INITIATIVE 2008/2009 OUTCOMES - EXEMPT PARAGRAPH 3** **171 -  
180**

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

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

**75. 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.

## AUDIT COMMITTEE

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 291064, email [jane.clarke@brighton-hove.gov.uk](mailto:jane.clarke@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

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