



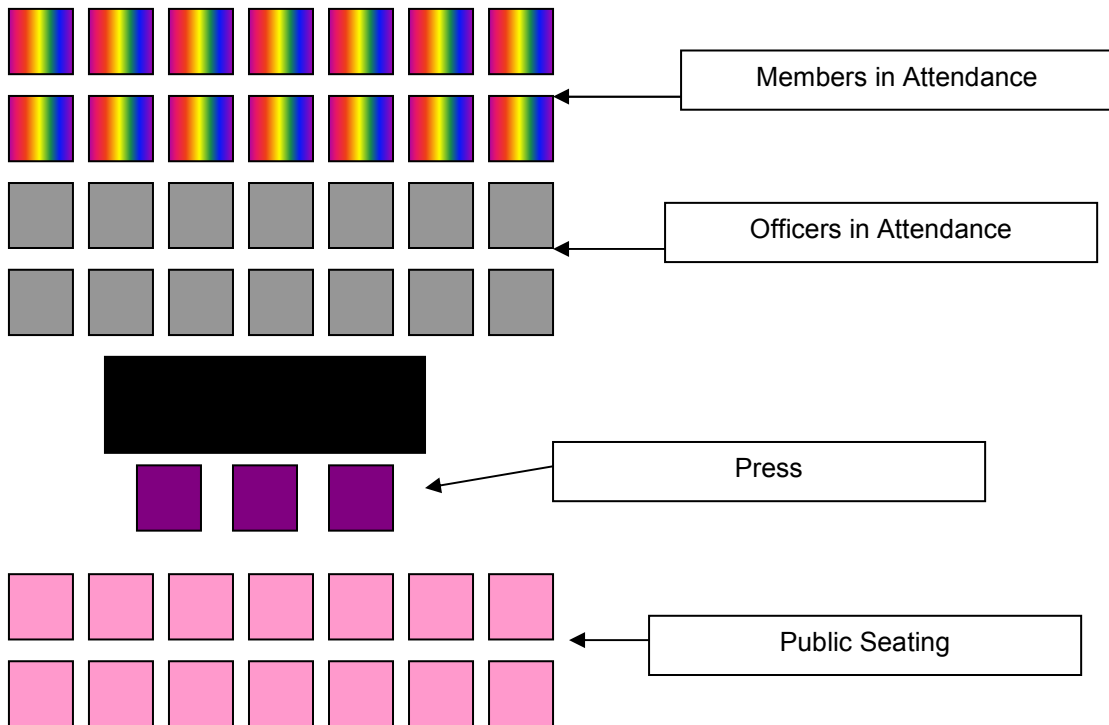
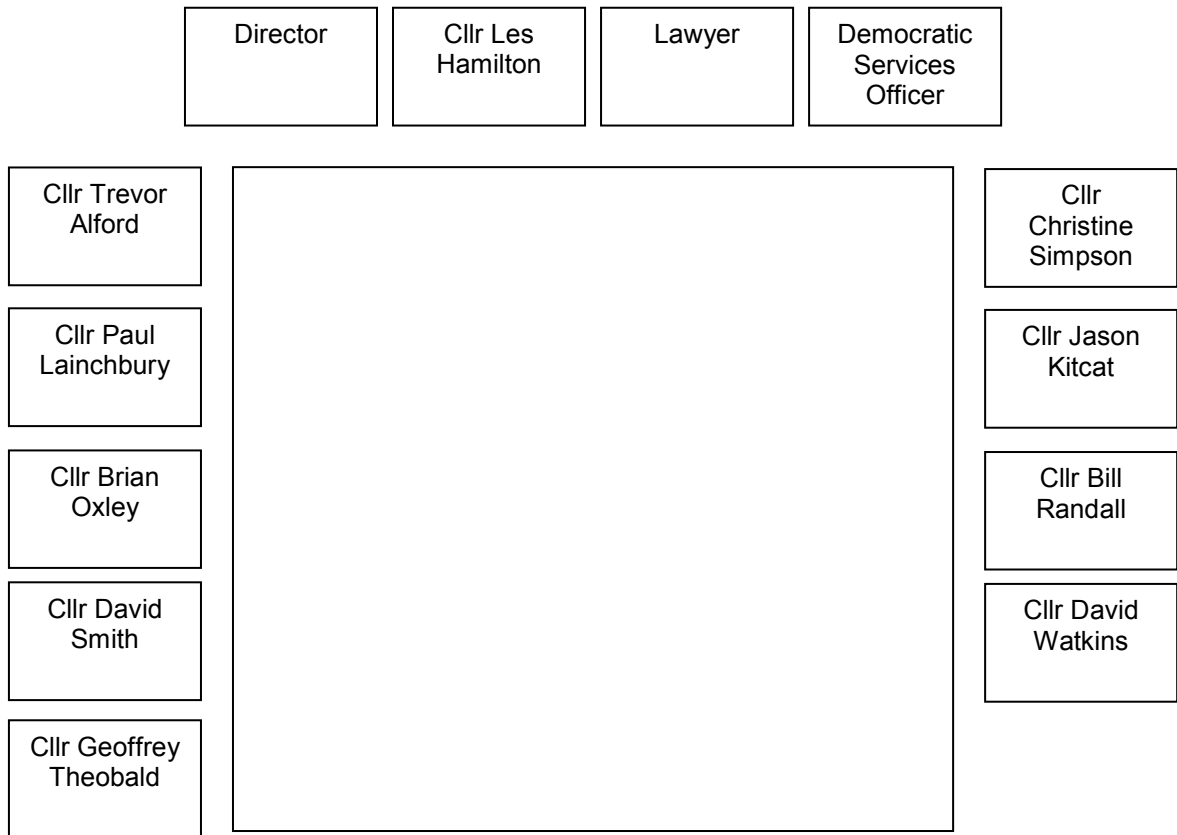
Brighton & Hove
City Council

Audit Committee

Title:	Audit Committee
Date:	31 March 2009
Time:	4.00pm
Venue	Committee Room 1, Hove Town Hall
Members:	Councillors: Hamilton (Chairman), Alford, Kitcat, Lainchbury, Oxley, Randall, Simpson, Smith, G Theobald and Watkins (Deputy Chairman)
Contact:	Penny Jennings Senior Democratic Services Officer 01273 291065 penny.jennings@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

84. 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.

85. MINUTES OF THE PREVIOUS MEETING

1 - 4

Minutes of the meeting held on 24 February 2009 (copy attached).

86. CHAIRMAN'S COMMUNICATIONS

87. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 24 March 2009)

No public questions received by date of publication.

88. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

89. DEPUTATIONS

(The closing date for receipt of deputations was 2 noon on 24 March)

No deputations received by date of publication.

90. PETITIONS

No petitions received by date of publication.

AUDIT COMMITTEE

91. LETTERS FROM COUNCILLORS

No letters have been received.

92. CAA USE OF RESOURCES AND AUDIT COMMITTEE ROLE

-

Presentation by Andy Edwards and Richard Miles

Contact Officer: Andy Edwards

Tel: 01273 - 29 - 6823

Ward Affected: All Wards;

93. AUDIT COMMISSION UPDATE REPORT

-

Report by representatives on behalf of the Audit Commission

Ward Affected: All Wards;

94. ANNUAL AUDIT & INSPECTION LETTER

5 - 26

(Letter attached)

Report of the Interim Director of Strategy & Governance (copy to follow)

Contact Officer: Ian Withers

Tel: 29-1323

Ward Affected: All Wards;

95. COUNTER FRAUD STRATEGY UPDATE

-

Report of the Interim Director of Strategy & Governance (copy to follow)

Contact Officer: Ian Withers

Tel: 29-1323

Ward Affected: All Wards;

96. CODE OF CORPORATE GOVERNANCE

-

Report of the Interim Director of Strategy & Governance (copy to follow)

Contact Officer: Ian Withers

Tel: 29-1323

Ward Affected: All Wards;

97. INTERNAL AUDIT CHARTER

27 - 36

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

Contact Officer: Ian Withers

Tel: 29-1323

Ward Affected: All Wards;

98. RISK & OPPORTUNITY MANAGEMENT UPDATE

-

Oral update from Jackie Algar

Contact Officer: Jackie Algar

Tel: 29-1273

Ward Affected: All Wards;

AUDIT COMMITTEE

PART TWO

99. PART TWO MINUTES 37 - 40

[Exempt Category 3]

Non-public minutes of the meeting held on 24 February 2009 (copy attached)

Contact Officer: Penny Jennings *Tel:* 01273 291065

Ward Affected: All Wards;

100. CORPORATE RISK MANAGEMENT ACTION PLANS FOCUS 41 - 50

[Exempt Category 3]

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

Contact Officer: Jackie Algar *Tel:* 29-1273

Ward Affected: All Wards;

101. PAYROLL AUDIT -

[Exempt Category 3] Oral report

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

Ward Affected: All Wards;

102. SCHOOLS FINANCIAL MANAGEMENT AUDIT REPORT 51 - 70

[Exempt Category 3]

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

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

Date of Publication - Monday, 23 March 2009

AUDIT COMMITTEE