



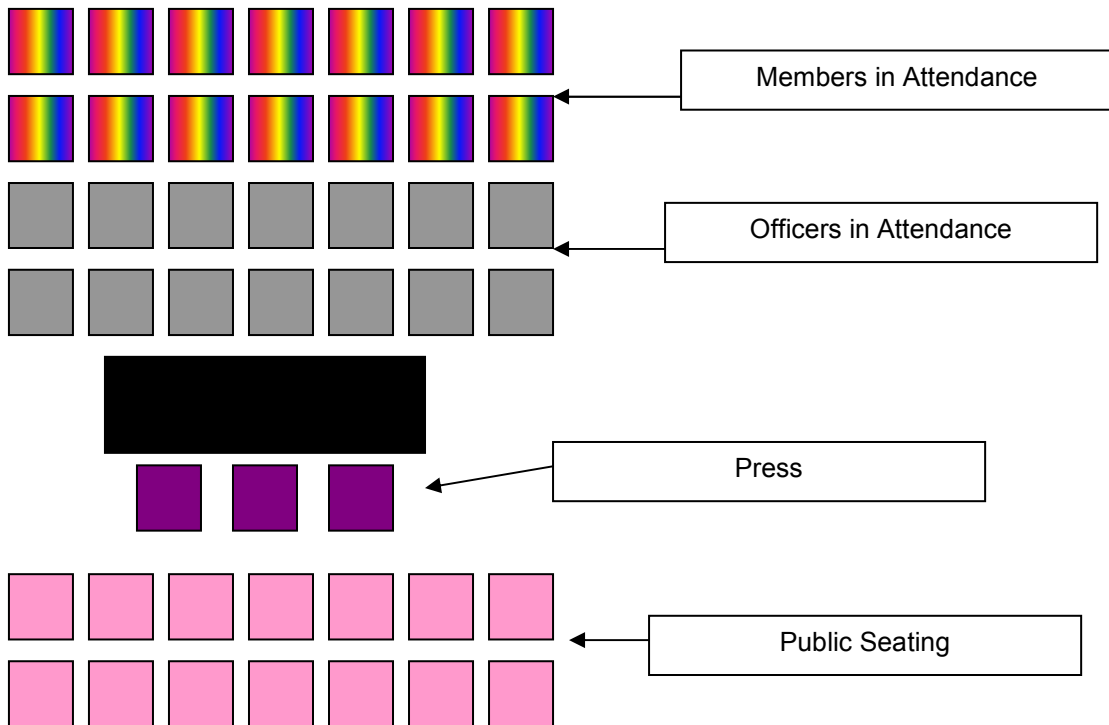
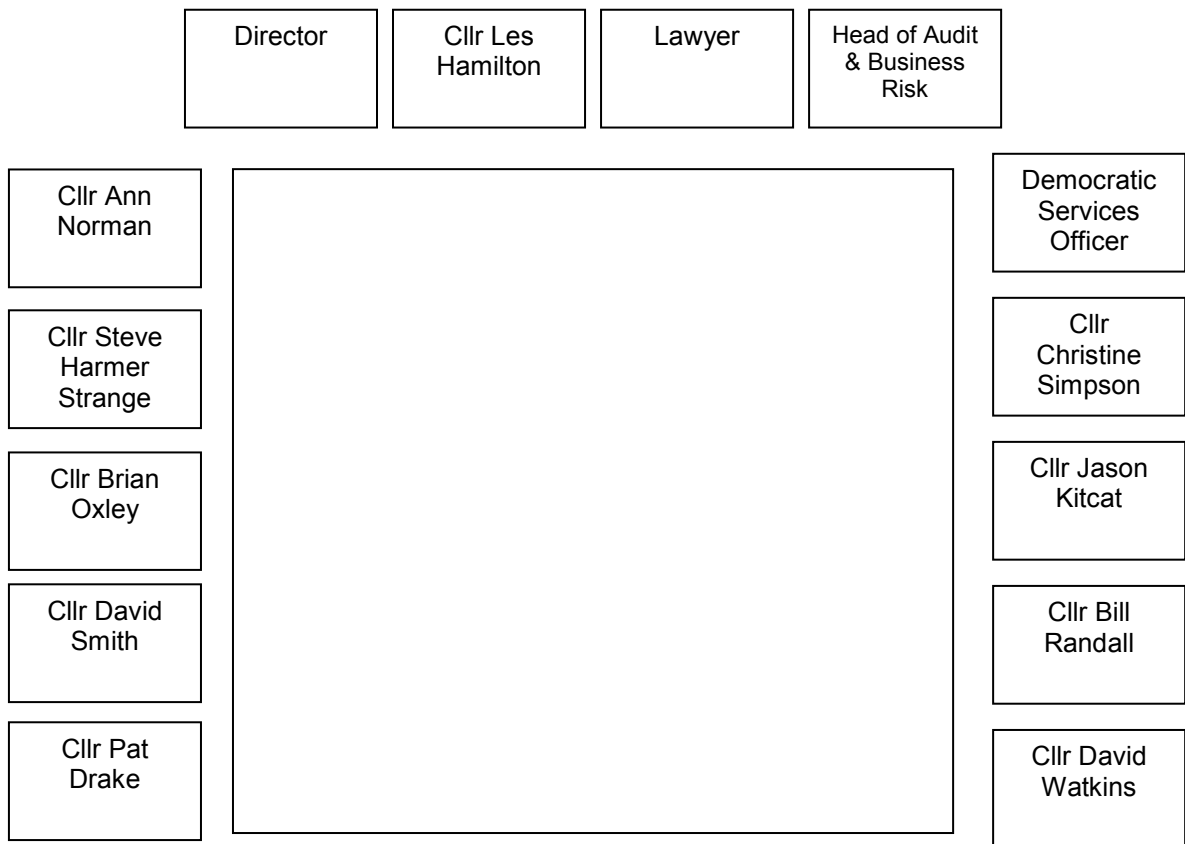
Brighton & Hove
City Council

Audit Committee

Title:	Audit Committee
Date:	14 December 2010
Time:	4.00pm
Venue	Committee Room 1, Hove Town Hall
Members:	Councillors: Hamilton (Chairman), Watkins (Deputy Chairman), Drake, Harmer-Strange, Kitcat, A Norman, Oxley, Randall, Simpson and Smith
Contact:	John Peel Democratic Services Officer 01273 291058 john.peel@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

41. 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.

42. MINUTES OF THE PREVIOUS MEETING

1 - 8

Minutes of the previous meeting held on 28 September 2010 (copy attached).

43. CHAIRMAN'S COMMUNICATIONS

44. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on Tuesday 7 December)

No public questions received as of publication

45. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received as of publication.

46. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on Tuesday 7 December 2010)

AUDIT COMMITTEE

No deputations have been received as of publication.

47. PETITIONS

No petitions have been received as of publication.

48. LETTERS FROM COUNCILLORS

No letters have been received as of publication.

49. TREASURY MANAGEMENT POLICY STATEMENT 2010/11 (INCLUDING ANNUAL INVESTMENT STRATEGY 2010/11)– MID YEAR REVIEW 9 - 22

Report of the Director of Finance (copy attached).

Contact Officer: Peter Sargent Tel: 29-1241

50. PROPOSED REVIEW ON THE EFFECTIVENESS OF THE AUDIT COMMITTEE 23 - 26

Report of the Director of Finance (copy attached).

Contact Officer: Ian Withers Tel: 29-1323

51. INTERNAL AUDIT PROGRESS REPORT 2010/11 27 - 34

Report of the Director of Finance (copy attached).

Contact Officer: Ian Withers Tel: 29-1323

52. ANNUAL GOVERNANCE STATEMENT 2009/10 ACTION PLAN UPDATE 35 - 42

Report of the Director of Finance (copy attached)

Contact Officer: Ian Withers Tel: 29-1323

53. RISK AND OPPORTUNITY MANAGEMENT (ROM): UPDATE 43 - 60

Report of the Director of Finance (copy attached).

Contact Officer: Jackie Algar Tel: 29-1273

54. TARGETED BUDGET MANAGEMENT (TBM): MONTH 6 FOR INFORMATION 61 - 92

Report of the Director of Finance (copy attached).

Contact Officer: Patrick Rice Tel: 29-1268

55. AUDIT COMMISSION: PROGRESS REPORT 93 - 106

Report of the Audit Commission (copy attached).

AUDIT COMMITTEE

- 56. AUDIT COMMISSION: ANNUAL AUDIT LETTER 2009/10** **107 - 124**
Report of the Audit Commission (copy attached).
- 57. AUDIT COMMISSION: REVIEW OF HOUSING REPAIRS AND MAINTENANCE CONTRACT 2009/10** **125 - 150**
Report of the Audit Commission (copy attached)
- PART TWO**
- 58. PART TWO MINUTES OF THE PREVIOUS MEETING (EXEMPT CATEGORY 3)** **151 - 154**
Part Two minutes of the previous meeting held on 28 September 2010 (copy attached).
- 59. FRAUD RISK ANALYSIS AND LOSS MEASUREMENT (EXEMPT CATEGORY 3)** **155 - 196**
Report of the Director of Finance (copy attached).
Contact Officer: Ian Withers Tel: 29-1323
- 60. CORPORATE RISK MANAGEMENT ACTION PLAN FOCUS (EXEMPT CATEGORY 3)** **197 - 216**
Report of the Director of Finance (copy attached).
Contact Officer: Jackie Algar Tel: 29-1273

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 John Peel, (01273 291058, email john.peel@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Monday, 6 December 2010

AUDIT COMMITTEE