

BRIGHTON & HOVE CITY COUNCIL

AUDIT & STANDARDS COMMITTEE

4.00pm 24 JULY 2018

COUNCIL CHAMBER, HOVE TOWN HALL

DECISION LIST

Part One

7 STRATEGIC RISK FOCUS: SR2, SR25, SR10 AND SR18

Contact Officer: Jackie Algar

Tel: 01273 291273

Ward Affected: All Wards

- 1) That the Audit & Standards Committee notes Appendix 1 for details of SR2; SR25; SR10; and SR18.
- 2) That, having considered Appendix 1 and any clarification and/or comments from the officers, the Committee makes any recommendations it considers appropriate to the relevant council body.
- 3) That the Committee note (as detailed in paragraph 3.3) the changes to the council's SRR.

8 AUDITED STATEMENT OF ACCOUNTS 2017/18

Contact Officer: Nigel Manvell

Tel: 01273 293104

Ward Affected: All Wards

That the Audit & Standards Committee:

- 1) Notes the findings of the auditor (EY) in their Audit Results Report (ARR). The ARR is a separate item on this agenda.
- 2) Notes the results of the public inspection of the accounts (Section 5).
- 3) Approves the Letter of Representation on behalf of the council (Appendix 1).
- 4) Approves the audited Statement of Accounts for 2017/18.

9 EXTERNAL AUDIT- 2017/18 AUDIT RESULTS REPORT

Ward Affected: All Wards

- 1) That the Committee note the findings set out in the 2017/18 Audit Results Report

10 ANNUAL INTERNAL AUDIT REPORT 2017/18

Contact Officer: Mark Dallen

Tel: 01273 291314

Ward Affected: All Wards

- 1) That the Committee note that reasonable assurance has been given on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control for the year ended 31 March 2018.
- 2) That the Committee note the assurances and improvement actions detailed on audits finalised since the last progress report to this Committee in March 2018.

11 INDEPENDENT EXTERNAL ASSESSMENT OF INTERNAL AUDIT

Contact Officer: Mark Dallen

Tel: 01273 291314

Ward Affected: All Wards

- 1) That Members note the report and in particular the external assessor's conclusion that Orbis Internal Audit has achieved the highest level of conformance with relevant professional standards.

12 ANNUAL GOVERNANCE STATEMENT 2017-18

Contact Officer: Jackie Algar

Tel: 01273 291273

Ward Affected: All Wards

- 1) That Committee note the outcome of the annual review of the effectiveness of the Council's system of internal control reported here and formally approve the Annual Governance Statement in draft form at Appendix 1.
- 2) That the Committee note the Leader of the City Council and the Chief Executive will be asked to confirm their agreement to the Annual Governance Statement by signing a hard copy of Appendix 1 which will be stored securely.
- 3) That the Committee note that the Annual Governance Statement once signed by the Leader of the City Council and Chief Executive will be published on the Council's website alongside the council's Annual Accounts.

13 CASH COLLECTION - COMPANY ADMINISTRATION UPDATE

Contact Officer: Nigel Manvell
Ward Affected: All Wards

Tel: 01273 293104

- 1) That the Committee note the report.
- 2) That the Committee support bringing a claim by the council against the Directors of CCI for wrongful trading, and/or their auditors once due consideration of the legal and financial risks have been considered by officers.

14 HOUSING ELECTRICAL WORKS

Contact Officer: Larissa Reed
Ward Affected: All Wards

Tel: 01273 294286

- 1) That the Committee defer the report to the next meeting to receive full internal legal advice.

15 LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN REPORT

Contact Officer: Brian Foley
Ward Affected: All Wards

Tel: 01273 291229

- 1) That the Committee consider the Ombudsman's Report as provided in Appendix 1 and note that the recommendations arising from it which are listed below have been carried out:
 - a. apologise to Miss X;
 - b. pay £750 to recognise the injustice caused by its decision to leave her and her son Z in unsuitable temporary accommodation between July and September 2016;
 - c. pay £100 for the six months it took to reimburse storage charges;
 - d. pay £150 to recognise the time and trouble caused by its delay and poor handling of her complaint;
- 2) That the Committee approve the following steps:
 - A formal written response be sent to the Ombudsman explaining the steps taken to comply with the recommendations in his Report.
 - That the Council will place two public notice announcements in local newspaper or newspaper websites within two weeks of receiving the report.
 - That the Council will make copies of the report available free of

charge at Hove Town Hall for a period of three weeks.

- That this report be put before the Council's Housing and New Homes Committee, for noting.

16 STANDARDS UPDATE

Contact Officer: Victoria Simpson *Tel:* 01273 294687
Ward Affected: All Wards

- 1) That the Committee note the information provided in the Report on member complaints and on standards-related matters.

17 HR ANNUAL REPORT

Contact Officer: Alison Mcmanamon *Tel:* 01273 290511
Ward Affected: All Wards

- 1) That Committee notes the HROD and Health & Safety Annual reports that set out the activities, assurance and business plan priorities for the HROD service.