

BRIGHTON & HOVE CITY COUNCIL

AUDIT & STANDARDS COMMITTEE

2.00pm 23 JULY 2019

MAIN HALL, PORTSLADE TOWN HALL

DECISION LIST

Part One

6 MEMBER INVOLVEMENT

- 1) That the Audit and Standards Committee agree to commission an Audit report on the proposed transport contract for children with special educational needs and disabilities and vulnerable adults; and
- 2) That the Audit and Standards Committee agree to commission an Audit report on the Valley Garden Stage 3 project.

7 CONSTITUTIONAL MATTERS

Contact Officer: Lisa Johnson
Ward Affected: All Wards

Tel: 01273 291228

- 1) That the Committee's terms of reference, which are published in Part 4 of the Council's Constitution and are set out in Appendix 1 to this report, be noted; and
- 2) That this Committee formally confirm the establishment of a Standards Panel in accordance with the terms of reference proposed in Appendix 1.

8 STRATEGIC RISK FOCUS: SR2, S10, SR18, SR25 AND SR34

Contact Officer: Jackie Algar
Ward Affected: All Wards

Tel: 01273 291273

That the Audit & Standards Committee:

- 1) Note in paragraph 3.3 the changes to the council's SRR as agreed at the Executive Leadership Team (ELT) on 15 May 2019.
- 2) Note Appendix 1 for details of SR2, SR10, SR18, SR25, and SR34.

- 3) Note Appendix 2: Information on the council's risk management process relative to Strategic Risks (SRs); and Suggested questions for Members to ask Risk Owners and officers on Strategic Risks.
- 4) 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.

9 AUDITED STATEMENT OF ACCOUNTS 2018/19

Contact Officer: Nigel Manvell *Tel:* 01273 293104
Ward Affected: All Wards

That the Audit & Standards Committee:

- 1) Notes the findings of the auditor (Grant Thornton) in their Audit Findings Report (AFR). The AFR 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 2018/19.

10 EXTERNAL AUDIT - AUDIT RESULTS REPORT 2018/19

Contact Officer: Nigel Manvell *Tel:* 01273 293104
Ward Affected: All Wards

- 1) That the Audit & Standards Committee notes the findings set out in the 2018/19 Audit Findings Report, asks questions as necessary and raises any other matters relevant to the audit of the financial statements.

11 ANNUAL INTERNAL AUDIT REPORT 2018/19

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 2019.
- 2) That the Committee note the assurances and improvement actions detailed on audits finalised since the last progress report to this Committee in March 2019.

12 REVIEW OF THE SOCIAL MEDIA PROTOCOL FOR MEMBERS

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

This item was deferred to a future meeting.

13 EXTERNAL AUDIT ANNUAL FEE LETTER 2019-20

Contact Officer: Nigel Manvell Tel: 01273 293104
Ward Affected: All Wards

- 1) That the Audit & Standards Committee note the planned audit fee for the audit of the 2018/19 financial statements as set out in the Annual Fee Letter at Appendix 1.

14 ANNUAL GOVERNANCE STATEMENT 2018-2019

Contact Officer: Jackie Algar Tel: 01273 291273
Ward Affected: All Wards

- 1) That the Committee review the attached AGS and make recommendations for the Leader of the City Council and the Chief Executive.
- 2) To note the Leader of the City Council and the Chief Executive will be asked to confirm their agreement to the AGS by signing a hard copy of Appendix 1 which will be stored securely.
- 3) To note that the AGS once signed by the Leader of the City Council and Chief Executive will be published alongside the council's Annual Accounts.

15 STANDARDS UPDATE

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

- 1) That this Committee note the information provided in the Report on member complaints and on other standards-related matters.
- 2) That this Committee agree the proposal that an informally constituted cross-party group of members of this Committee be convened to review the report of the Committee on Standards in Public Life into Local Government Ethical Standards, with a view to reporting back to a future meeting of the Audit and Standards Committee with any recommendations it considers to be appropriate.