

Audit & Standards Committee

Date: **17 September 2019**

Time: **4.00pm**

Venue **Council Chamber, Hove Town Hall**

Members: **Councillors:**Littman (Chair), Appich (Group Spokesperson), Hamilton, Hugh-Jones, Nemeth, Peltzer Dunn, Robins and West

Co-optees

Dr David Horne and Helen Aston

Contact: **Mark Wall**
Head of Democratic Services
01273 291006
mark.wall@brighton-hove.gov.uk

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AGENDA

18 PROCEDURAL BUSINESS

- (a) **Declarations 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:**
 - (a) Disclosable pecuniary interests;
 - (b) Any other interests required to be registered under the local code;
 - (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

- (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 Two 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 press and public. A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls and on-line in the Constitution at part 7.1.

19 MINUTES

7 - 18

To consider the minutes of the meeting held on 23 July 2019.

Contact Officer: Anoushka Clayton-Walshe

20 CHAIR'S COMMUNICATIONS

21 CALL OVER

- (a) Items (24 - 29) will be read out at the meeting and Members invited

to reserve the items for consideration.

- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

22 PUBLIC INVOLVEMENT

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented to the full council or at the meeting itself;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 11 September 2019;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 11 September 2019.

23 MEMBER INVOLVEMENT

19 - 20

To consider the following matter raised by councillors:

- (a) **Letters:** To consider a letter regarding School Transport from Councillors Wares and Mears.

24 STRATEGIC RISK FOCUS: SR13, SR20, SR32 AND SR33

21 - 54

Report of the Executive Lead Officer for Strategy, Governance & Law.

Contact Officer: Jackie Algar

Tel: 01273 291273

Ward Affected: All Wards

25 INTERNAL AUDIT PROGRESS REPORT – QUARTER 1 (1 APRIL TO 31 JUNE 2019)

55 - 70

Report of the Executive Director for Finance & Resources.

Contact Officer: Mark Dallen

Tel: 01273 291314

Ward Affected: All Wards

26 EXTERNAL AUDIT - UPDATE AUDIT FINDINGS REPORT 2018/19

71 - 76

Report of the Executive Director for Finance & Resources.

Contact Officer: Nigel Manvell

Tel: 01273 293104

Ward Affected: All Wards

27 APPROVAL OF THE REVISED AUDITED STATEMENT OF ACCOUNTS 2018/19

77 - 254

Report of the Executive Director for Finance & Resources.

Contact Officer: Nigel Manvell

Tel: 01273 293104

Ward Affected: All Wards

28 HOME TO SCHOOL TRANSPORT (PROCUREMENT ISSUE) 255 - 268

Report of the Executive Director for Finance & Resources.

Contact Officer: Mark Dallen

Tel: 01273 291314

Ward Affected: All Wards

29 WHISTLEBLOWING POLICY 269 - 284

Report of the Lead Officer for Strategy, Governance & Law.

Contact Officer: Abraham Ghebre-Ghiorghis

Tel: 01273 291500

Ward Affected: All Wards

30 STANDARDS UPDATE To Follow

Report of the Executive Lead Officer for Strategy, Governance & Law.

Contact Officer: Victoria Simpson

Tel: 01273 294687

Ward Affected: All Wards

31 ITEMS REFERRED FOR COUNCIL

To consider items to be submitted to the 24 October 2019 Council meeting for information.

In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, any Group may specify one further item to be included by notifying the Chief Executive no later than 10am on the eighth working day before the Council meeting at which the report is to be made, or if the Committee meeting take place after this deadline, immediately at the conclusion of the Committee meeting

32 ITEMS FOR THE NEXT MEETING

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 fourth working day before the meeting.

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. 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.

FURTHER INFORMATION

For further details and general enquiries about this meeting contact Mark Wall, (01273 291006, email mark.wall@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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- Do not re-enter the building until told that it is safe to do so.

