

# BRIGHTON & HOVE CITY COUNCIL

## AUDIT COMMITTEE

4.00pm 28 SEPTEMBER 2010

COMMITTEE ROOM 1, HOVE TOWN HALL

# DECISION LIST

## Part One

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### 22 PROCEDURAL BUSINESS

#### 22a Declaration of Substitutes

22.1 Councillor Phillips declared that she was substituting for Councillor Kitcat

#### 22b Declarations of Interest

22.3 Councillors Randall, Harmer-Strange and Simpson declared a personal but not prejudicial interest on any matter regarding the Local Delivery Vehicle (LDV) due to their capacity as Board Members.

#### 22c Exclusion of the Press and Public

22.4 In accordance with section 100A of the Local Government Act 1972 ('the Act'), the Audit Committee considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press or public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100I of the Act).

22.5 **RESOLVED** - That the press and public be excluded from the meeting during consideration of item 36 Non-Public Minutes of the Previous Meeting, and item 37, 38 and 39 Risk Management Action Plans Focus as these items were exempt under Paragraph 3 of Schedule 12A of the 1972 Act (information relating to the financial or business affairs of the authority).

### 30 INTERNAL AUDIT PROGRESS REPORT 2010/11

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

30.1 **RESOLVED-** That the Audit Committee notes the contents of the progress report.

### **31 TARGETED BUDGET MANAGEMENT (TBM): MONTH 4 FOR INFORMATION**

Contact Officer: *Patrick Rice* Tel: 29-1268

31.1 **RESOLVED-** That the Audit Committee note the report on Targeted Budget Management for Month 4.

### **32 RISK AND OPPORTUNITY MANAGEMENT ANNUAL REPORT 2009/10 AND PROGRAMME 2010/11**

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

32.1 **RESOLVED-** That the Audit Committee note the progress against the Risk & Opportunity Management programme 2009/10 and approve the Risk & Opportunity programme 2010/11.

### **33 AUDIT OF ACCOUNTS ENDED 31ST MARCH 2010: LETTER OF REPRESENTATION & STATEMENT OF ACCOUNTS UPDATE**

Contact Officer: *Patrick Rice* Tel: 29-1268

33.1 **RESOLVED-** That the Audit Committee:

- 1) Note the adjusted misstatements to the 2009/10 Statement of Accounts
- 2) Approve the advice given on the unadjusted misstatements and that they should not be adjusted
- 3) Note the position statement regarding the Annual Report and Summary of Accounts
- 4) Note the results of the Public Inspection of the Accounts
- 5) Approve the letter of representation on behalf of the Council.

### **34 AUDIT COMMISSION ANNUAL GOVERNANCE REPORT 2009/10**

34.1 **RESOLVED-** That the Audit Committee:

- 1) The Director of Finance & Resources, as the Section 151 Officer, is authorised to sign the financial statements on behalf of the Committee.
- 2) Note the adjustments to the financial statements set out in the report
- 3) Decline to amend the errors identified by the Audit Commission
- 4) The Committee agrees to set out in the Letter of Representation the reasons for not adjusting the errors in the financial statements.
- 5) Approves the letter of representation to the Council
- 6) Agree the proposed action plan

NB The above decisions will be implemented after close of business on 7 October 2010 unless they are called in.