

### EXTRACT FROM THE PROCEEDINGS OF THE AUDIT COMMITTEE MEETING HELD ON THE 30 JUNE 2009

**Subject:** Annual Governance Statement 2008/2009  
**Date of Meeting:** 22 September 2009  
**Report of:** Acting Director of Strategy & Governance  
**Contact Officer:** Name: Jane Clarke Tel: 29-1064  
E-mail: jane.clarke@brighton-hove.gov.uk  
**Wards Affected:** All

#### FOR GENERAL RELEASE

#### AUDIT COMMITTEE

4.00PM 22 JUNE 2009  
COMMITTEE ROOM 1  
HOVE TOWN HALL

#### DRAFT MINUTES

**Present:** Councillors Hamilton (Chairman), Watkins (Deputy Chairman), Mrs Cobb, Fryer, Kitcat, Oxley, Pidgeon, Simpson and Smith

#### 14 ANNUAL GOVERNANCE STATEMENT 2008/2009

- 14.1 The Committee considered a report from the Interim Director of Finance & Resources regarding the Annual Governance Statement 2008/09 (for copy see minute book).
- 14.2 The Head of Audit & Business Risk began by stating that this was the second year that the Annual Governance Statement was presented in its current format, and that this was standard for this type of Statement. It followed a review of governance arrangements and he noted that although there were no significant issues arising, there are a number of actions for improvement. An updated action plan would be submitted to the Committee at a future point. The Annual Governance Statement would be signed by the Leader and the Chief Executive once adopted.
- 14.3 The Head of Audit & Business Risk referred to an Annual Report from the Audit Committee to Full Council. This is seen as good practice and carried out by a large number of Councils.
- 14.4 The Head of Audit and Business Risk stated that a self assessment toolkit to evaluate the effectiveness of the Audit Committee is available from CIPFA and

it would be beneficial to use this for a review especially as the Audit Committee has been operating now for over a year.

14.5 **RESOLVED** – That the Audit Committee approves the Annual Governance Statement and that:

1. The Leader of the Council and Chief Executive are recommended to sign the approved Annual Governance Statement; and
2. The actions arising from the review are noted.