

**Our reference** SP/BHCC/1011fee2

March 2010

John Barradell  
 Chief Executive  
 Brighton & Hove City Council  
 King's House  
 Grand Avenue  
 Hove  
 BN3 6BT

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— Dear John

**Annual inspection fee 2010/11**

Further to our meeting with management on March 2, I am writing to confirm the assessment and inspection work that we propose to undertake for the 2010/11 financial year at the Council. The inspection fee:

- is based on the risk-based approach to inspection planning as set out in the Comprehensive Area Assessment (CAA) framework and associated guidance; and
- reflects only the Audit Commission’s inspection work, excluding any audit fees. Helen Thompson, the appointed auditor, will be writing to you separately on fees for audit work.

CAA will deliver a more proportionate and risk based approach to inspection, targeting only high risk services and outcomes for inspection where alternative improvement activity is not appropriate. The inspection plan will be reviewed and updated as necessary. No inspections are currently proposed by the Audit Commission.

The total indicative fee for inspection for 2010/11 is £18,293 and is shown in the table below. The inspection fee has been set in accordance with the Audit Commission’s work programme and scales of fees 2010/11.

**Assessment and inspection work plan and fee**

<b>Assessment / inspection activity</b>	<b>Planned fee for 2010/11</b>
Area assessment of local partnership	n/a (CLG grant funded)
Managing performance theme of organisational assessment	18,293
<b>Total inspection fee</b>	<b>18,293</b>

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If I need to make any significant amendments to the inspection plan and fee during the course of the year, I will first discuss this with you and then confirm in writing outlining the reasons for the change, including the proposed scope for the work.

The above fee excludes any work you requested and the Commission has agreed to undertake using its advice and assistance powers.

If you have any questions regarding this letter, please contact me in the first instance. Alternatively you may wish to contact the South East Head of Operations, Neil Childs (n-childs@audit-commission.gov.uk).

Yours sincerely

Sandra Prail  
*Comprehensive Area Assessment Lead (Sussex)*

**cc** Catherine Vaughan, Director of Finance and Resources  
Alex Bailey, Director of Strategy and Governance  
Councillor Les Hamilton, Chair of the Audit Committee