

11 September 2015

Our Ref. FAR Cttee 9.15

Your ref:

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To: Members of the Finance, Audit and Risk Committee

Councillors: Michael Weeks (Chairman), John Booth (Vice-Chairman),  
John Bishop, Simon Harwood, Lorna Kercher, Jim McNally  
and Deepak Sangha.

Substitutes: Councillors: Allison Ashley, Clare Billing and Nicola Harris.

You are invited to attend a meeting of the

## **FINANCE, AUDIT AND RISK COMMITTEE**

to be held in

**COMMITTEE ROOMS 1 AND 2  
COUNCIL OFFICES, GERON ROAD,  
LETCWORTH GARDEN CITY**

On

**THURSDAY, 24 SEPTEMBER 2015**

at

**7.30 p.m.**

Yours sincerely,



David Miley - Democratic Services Manager

**AGENDA**  
**PART 1**

<b>ITEM</b>	<b>PAGE</b>
<b>1. APOLOGIES FOR ABSENCE</b>	-
<b>2. MINUTES</b> To take as read and approve as a true record the Minutes of the Meeting of this Committee held on 15 June 2015.	-
<b>3. NOTIFICATION OF OTHER BUSINESS</b> Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether the item(s) raised will be considered.	-
<b>4. CHAIRMAN'S ANNOUNCEMENT</b> Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.	-
<b>5. PUBLIC PARTICIPATION</b> To receive petitions, comments and questions from the public. At the time of preparing the agenda no requests to speak had been received. Any public participation received within the agreed time scale will be notified to Members as soon as is practicable.	-
<b>6. INFORMATION TECHNOLOGY (IT) STRATEGY 2015-2020</b> PRESENTATION BY HEAD OF REVENUES, BENEFITS AND IT <i>To consider a presentation on the proposed NHDC Information Technology (IT) Strategy 2015-2020.</i>	<b>1</b>
<b>7. PROGRESS REPORT ON THE HERTFORDSHIRE SHARED ANTI-FRAUD SERVICE</b> REPORT OF THE HEAD OF REVENUES, BENEFITS AND IT <i>To consider a progress report on the Hertfordshire Shared Anti-Fraud Service.</i>	<b>47</b>
<b>8. MANAGING ORGANISATIONAL CONFLICTS IN COUNCIL ROLES AND DUTIES – DRAFT GUIDANCE</b> REPORT OF THE ACTING SENIOR LAWYER <i>To comment on the attached draft Guidance "Managing Organisational Conflicts in Council roles and duties", prior to consideration by Cabinet.</i>	<b>53</b>
<b>9. AUDIT FINDINGS REPORT FOR NHDC 2014/15</b> REPORT FROM GRANT THORNTON <i>To consider an Audit Findings report 2014/15 from the Council's External Auditor.</i>	<b>65</b>

<b>ITEM</b>	<b>PAGE</b>
<b>10. SHARED INTERNAL AUDIT SERVICES – ANNUAL REPORT 2014/15</b> REPORT OF THE SHARED INTERNAL AUDIT SERVICES AUDIT MANAGER <i>To consider the Shared Internal Audit Services Annual Report for 2014/15.</i>	<b>95</b>
<b>11. SHARED INTERNAL AUDIT SERVICES – UPDATE ON PROGRESS            AGAINST THE 2015/16 AUDIT PLAN</b> REPORT OF THE SHARED INTERNAL AUDIT SERVICES AUDIT MANAGER <i>To consider an update on the progress of the Shared Internal Audit Services            (SIAS) against the 2015/16 Audit Plan.</i>	<b>113</b>
<b>12. RISK MANAGEMENT UPDATE</b> REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider a Risk Management Update.</i>	<b>129</b>
<b>13. ANNUAL GOVERNANCE STATEMENT FOR 2014/15</b> REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider the Final Annual Governance Statement for 2014/15.</i>	<b>141</b>
<b>14. STATEMENT OF ANNUAL ACCOUNTS 2014/15</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Statement of Accounts 2014/15.</i>	<b>165</b>
<b>15. FIRST QUARTER REVENUE MONITORING 2015/16</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Revenue Budget Monitoring 2015/16.</i>	<b>279</b>
<b>16. FIRST QUARTER CAPITAL MONITORING 2015/16</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Capital Programme Monitoring 2015/16.</i>	<b>293</b>
<b>17. TREASURY MANAGEMENT FIRST QUARTER 2015/16</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Treasury Management Monitoring 2015/16.</i>	<b>307</b>
<b>18. FUTURE MEETINGS – POSSIBLE AGENDA ITEMS</b> Introduced by the Chairman.	<b>-</b>

**The remaining dates on which the Finance, Audit and Risk Committee will meet in the 2015-2016 Civic Year are:**

**2015**

**Thursday 10 December**

**2016**

**Monday 25 January; Wednesday 10 February; Thursday 24 March**