

27 November 2015

Our Ref. FAR Cttee 12.15

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, 10 DECEMBER 2015**

at

**7.30 p.m.**

Yours sincerely,



David Miley - Democratic Services Manager

## AGENDA

ITEM	PAGE
<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 24 September 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. ANNUAL AUDIT LETTER 2014/15</b> REPORT FROM GRANT THORNTON <i>To consider the Annual Audit Letter 2014/15 from the Council's External Auditor.</i>	1
<b>7. CERTIFICATION LETTER 2014/15</b> REPORT FROM GRANT THORNTON <i>To consider the Certification Letter 2014/15 from the Council's External Auditor (circulated separately).</i>	9
<b>8. 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>	11
<b>9. RISK MANAGEMENT UPDATE</b> REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider a Risk Management Update.</i>	23

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<b>10. SECOND QUARTER REVENUE MONITORING 2015/16</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Second Quarter Revenue Budget Monitoring 2015/16.</i>	<b>33</b>
<b>11. SECOND QUARTER CAPITAL MONITORING 2015/16</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Second Quarter Capital Programme Monitoring 2015/16.</i>	<b>47</b>
<b>12. TREASURY MANAGEMENT SECOND QUARTER 2015/16</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Second Quarter Treasury Management Monitoring 2015/16.</i>	<b>59</b>
<b>13. DRAFT BUDGET 2016/17</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Draft Budget 2016/17.</i>	<b>79</b>
<b>14. BUILDING CONTROL – 7 HERTFORDSHIRE AUTHORITIES PROJECT</b> REPORT OF THE HEAD OF DEVELOPMENT AND BUILDING CONTROL <i>To consider the 7 Hertfordshire Authorities Project in respect of Building Control.</i>	<b>126</b>
<b>15. FUTURE MEETINGS – POSSIBLE AGENDA ITEMS</b> Introduced by the Chairman.	<b>-</b>
<b>16. EXCLUSION OF PRESS AND PUBLIC</b> To consider passing the following resolution:  That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act.	<b>132</b>
<b>17. BUILDING CONTROL – 7 HERTFORDSHIRE AUTHORITIES PROJECT</b> REPORT OF THE HEAD OF DEVELOPMENT AND BUILDING CONTROL <i>To consider the 7 Hertfordshire Authorities Project in respect of Building            Control.</i>	<b>134</b>

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

**2016**

**Monday 25 January;**

**Thursday 24 March.**