

11 March 2016

Our Ref. FAR Cttee 3.16

Your ref:

Contact: Ian Gourlay

Direct Dial No: (01462) 474403

Email:ian.gourlay@north-herts.gov.uk

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

*** WEDNESDAY, 23 MARCH 2016**

at

7.30 p.m.

[* PLEASE NOTE DAY OF MEETING]

Yours sincerely,



David Miley - Democratic Services Manager

AGENDA

ITEM	PAGE
1. APOLOGIES FOR ABSENCE	-
2. MINUTES To take as read and approve as a true record the Minutes of the Meeting of this Committee held on 25 January 2016.	-
3. NOTIFICATION OF OTHER BUSINESS 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.	-
4. CHAIRMAN'S ANNOUNCEMENT 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.	-
5. PUBLIC PARTICIPATION 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.	-
6. AUDIT PLAN – YEAR ENDING 31 MARCH 2016 REPORT FROM ERNST AND YOUNG <i>To consider the Audit Plan – Year ending 31 March 2016.</i>	1
7. ANTI-BRIBERY POLICY REVIEW 2015/16 REPORT OF THE ACTING SENIOR LAWYER <i>To consider the Anti-Bribery Policy Review 2015/16.</i>	33
8. WHISTLEBLOWING POLICY REVIEW 2015/16 REPORT OF THE ACTING SENIOR LAWYER <i>To consider the Whistleblowing Policy Review 2015/16.</i>	57
9. UPDATE ON SHARED ANTI-FRAUD SERVICE (SAFS) REPORT OF THE HEAD OF REVENUES, BENEFITS AND IT <i>To consider an update report on the Hertfordshire Shared Anti-Fraud Service.</i>	85
10. SHARED INTERNAL AUDIT SERVICES – UPDATE ON PROGRESS AGAINST THE 2015/16 AUDIT PLAN 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>	149

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11. NHDC INTERNAL AUDIT PLAN 2016/17 REPORT OF THE SHARED INTERNAL AUDIT SERVICES AUDIT MANAGER <i>To consider the NHDC Internal Audit Plan 2016/17.</i>	163
12. RISK MANAGEMENT UPDATE REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider a Risk Management Update.</i>	185
13. REVIEW OF ANNUAL GOVERNANCE STATEMENT ACTION PLAN AND LOCAL CODE OF CORPORATE GOVERNANCE REPORT OF THE CORPORATE LEGAL MANAGER <i>To consider a review of Annual Governance Statement Action Plan and Local Code of Corporate Governance.</i>	191
14. THIRD QUARTER REVENUE MONITORING 2015/16 REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Third Quarter Revenue Budget Monitoring 2015/16.</i>	201
15. THIRD QUARTER CAPITAL MONITORING 2015/16 REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Third Quarter Capital Programme Monitoring 2015/16.</i>	219
16. TREASURY MANAGEMENT THIRD QUARTER 2015/16 REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Third Quarter Treasury Management Monitoring 2015/16.</i>	237
17. FUTURE MEETINGS – POSSIBLE AGENDA ITEMS Introduced by the Chairman.	-

The dates on which the Finance, Audit and Risk Committee will meet in the 2016-2017 Civic Year are:

2016

Monday, 13 June;
Thursday, 22 September;
Monday, 21 November;
Monday, 19 December.

2017

Monday, 23 January;
Wednesday, 22 March.