

9 September 2016

Our Ref. FAR Cttee 9.16

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), Simon Harwood (Vice-Chairman),  
Ian Albert, John Bishop, Jim McNally, Deepak Sangha and Terry Tyler.

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

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, 22 SEPTEMBER 2016**

at

**7.30 p.m.**

**[ \* PLEASE NOTE DAY OF MEETING ]**

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 13 June 2016.	-
<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. AUDIT RESULTS REPORT FOR NHDC FOR THE YEAR ENDED 31 MARCH 2016</b> REPORT FROM ERNST AND YOUNG <i>To consider the Audit Results report for NHDC for the year ended 31 March 2016.</i>	<b>1</b>
<b>7. SHARED ANTI-FRAUD SERVICE (SAFS) – PROGRESS REPORT</b> REPORT OF THE SHARED ANTI-FRAUD SERVICE MANAGER <i>To consider a progress report on the work of the Shared Anti-Fraud Service.</i>	<b>27</b>
<b>8. SHARED INTERNAL AUDIT SERVICES – ANNUAL REPORT 2015/16</b> REPORT OF THE SHARED INTERNAL AUDIT SERVICES AUDIT MANAGER <i>To consider the Shared Internal Audit Services Annual Report 2015/16.</i>	<b>53</b>
<b>9. SHARED INTERNAL AUDIT SERVICES – UPDATE ON PROGRESS AGAINST THE 2016/17 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 2016/17 Audit Plan.</i>	<b>69</b>

<b>ITEM</b>	<b>PAGE</b>
<b>10. RISK MANAGEMENT UPDATE</b> REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider a Risk Management Update.</i>	<b>93</b>
<b>11. ANNUAL GOVERNANCE STATEMENT 2015/16</b> REPORT OF THE SENIOR LAWYER <i>To consider the Final Annual Governance Statement for 2015/16.</i>	<b>105</b>
<b>12. STATEMENT OF ACCOUNTS 2015/16</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the Statement of Accounts 2015/16.</i> <b>[NOTE: APPENDICES A AND B TO FOLLOW]</b>	<b>171</b>
<b>13. FIRST QUARTER REVENUE BUDGET MONITORING 2016/17</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Revenue Budget Monitoring report 2016/17.</i>	<b>175</b>
<b>14. FIRST QUARTER CAPITAL PROGRAMME MONITORING 2016/17</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Capital Programme Monitoring Report 2016/17.</i>	<b>183</b>
<b>15. TREASURY MANAGEMENT FIRST QUARTER 2016/17</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Treasury Management Monitoring 2016/17.</i>	<b>201</b>
<b>16. UPDATED CONTRACT PROCUREMENT RULES</b> REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider the updated Contract Procurement Rules.</i>	<b>221</b>
<b>17. ONGOING FINANCIAL AND OPERATIONAL VIABILITY OF CONTRACTORS</b> REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider a report in respect of what actions the Council is taking to protect itself from the impact of contractor failure.</i>	<b>265</b>
<b>18. PARKING INCOME</b> REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT <i>To consider a report in respect of parking income in relation to on-street parking, off-street parking and residents' permit parking.</i>	<b>287</b>
<b>19. FUTURE MEETINGS – POSSIBLE AGENDA ITEMS</b> Introduced by the Chairman.	<b>-</b>

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

**2016 - Monday, 21 November; and Monday, 19 December.**

**2017 - Monday, 23 January; and Wednesday, 22 March.**