

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Finance, Audit and Risk Committee held in the Lower Hall,  
Icknield Centre, Icknield Way, Letchworth Garden City  
on Thursday, 21st September, 2017 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors John Bishop, Simon Harwood (Vice-Chairman), Deepak Sangha and Terry Tyler. Councillor John Booth was substituting for Councillor Bishop, and Councillor Steve Jarvis was substituting for Councillor Tyler.

### 2 MINUTES

**RESOLVED:** That the Minutes of the Meeting of the Finance, Audit & Risk Committee held on 12 June 2017 be approved as a true record of the proceedings and be signed by the Chairman.

### 3 NOTIFICATION OF OTHER BUSINESS

There was no other item of business tabled.

### 4 CHAIRMAN'S ANNOUNCEMENTS

(1) The Chairman announced that Members of the public and the press may use their devices to film/photograph, or do a sound recording of the meeting, but she asked them to not use flash and to disable any beeps or other sound notifications that emitted from their devices. In addition, the Chairman had arranged for the sound at this particular meeting to be recorded; and

(2) The Chairman reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.

### 5 PUBLIC PARTICIPATION

There was no public participation.

### 6 SHARED ANTI-FRAUD SERVICE (SAFS) - PROGRESS REPORT

**RESOLVED:**

(1) That the progress of the Shared Anti-Fraud Service in delivering the Council's Anti-Fraud Action Plan 2017/2018 be noted; and

(2) That the anti-fraud activity undertaken to prevent and deter fraud and protect public funds be noted.

**REASON FOR DECISION:** To update the Committee on the activities of the Shared Anti-Fraud Service.

### 7 SHARED INTERNAL AUDIT SERVICES - ANNUAL REPORT 2016/17

**RESOLVED:** That the Shared Internal Audit Services (SIAS) Annual Report 2016/17 be noted.

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**REASON FOR DECISION:** To enable the Committee to consider and comment on the SIAS Annual Report 2016/17.

**8 SHARED INTERNAL AUDIT SERVICES - UPDATE ON PROGRESS AGAINST THE 2017/18 AUDIT PLAN**

**RESOLVED:**

- (1) That the Internal Audit Progress Report for the period to 28 August 2017 be noted;
- (2) That the proposed amendments to the 2017/18 Annual Audit Plan be noted; and
- (3) That the implementation status of high priority recommendations be noted.

**REASON FOR DECISION:** To allow the Committee to review, comment and challenge the current status of the Internal Audit Plan.

**9 AUDIT RESULTS REPORT FOR NHDC FOR THE YEAR ENDED 31 MARCH 2017**

**RESOLVED:** That the Audit Results for NHDC for the year ended 31 March 2017 be noted.

**REASON FOR DECISION:** To confirm that the findings of the external auditor were reviewed and noted and that the recommendations were acted upon.

**10 ANNUAL GOVERNANCE STATEMENT 2016/17**

**RESOLVED:**

- (1) That the Annual Governance Statement/Action Plan for 2016/17, as set out at Appendix A to the report (as amended), be approved; and
- (2) That the progress to date against the Action Plan, as set out in Appendix B to the report, be noted.

**REASON FOR DECISION:** To meet the Council's statutory requirements to review and approve the Annual Governance Statement under Regulation 6(4)(a) of the Accounts and Audit Regulations 2015/234; and to review proposed actions, which will improve the Council's governance arrangements.

**11 STATEMENT OF ACCOUNTS 2016/17**

**RESOLVED:** That the 2016/17 Annual Statement of Accounts, as set out in Appendix A to the report, be approved and signed by the Chairman.

**REASON FOR DECISION:** To ensure that the Council abides by the Audit and Account Regulations 2015 which require the approval and publication of the Statement of Accounts by no later than 30 September 2017.

**12 FIRST QUARTER REVENUE BUDGET MONITORING 2017/18**

**RESOLVED:** That the First Quarter Revenue Budget Monitoring report 2017/18 be noted.

**REASON FOR DECISION:** To provide an opportunity for the Committee to comment as appropriate on the First Quarter Revenue Monitoring report 2017/18.

**13 FIRST QUARTER CAPITAL PROGRAMME MONITORING 2017/18**

**RESOLVED:** That the First Quarter Capital Programme Monitoring report 2017/18 be noted.

**REASON FOR DECISION:** To provide an opportunity for the Committee to comment as appropriate on the First Quarter Capital Monitoring report 2017/18.

**14 TREASURY MANAGEMENT FIRST QUARTER 2017/18**

**RESOLVED:** That the First Quarter Treasury Management report 2017/18 be noted.

**REASON FOR DECISION:** To provide an opportunity for the Committee to comment as appropriate on the First Quarter Treasury Management Monitoring report 2017/18.

**15 RISK MANAGEMENT UPDATE**

**RESOLVED:** That the report on Risk Management be noted.

**REASON FOR DECISION:** To comply with the requirements of the Risk and Opportunities Management Strategy.

**16 FUTURE MEETING - POSSIBLE AGENDA ITEMS**

The Chairman requested that should any Members have any suggestions for agenda items at future meetings would the please advise himself, officers or the Committee Clerk.