

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Finance, Audit and Risk Committee held in the Council Chamber,
Council Offices, Gernon Road, Letchworth Garden City
on Thursday, 21st March, 2019 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ian Albert, Ian Moody and Terry Tyler.

Having given due notice Councillor Helen Oliver advised that she would be substituting for Councillor Ian Albert.

2 MINUTES - 28 JANUARY 2019

The Chairman allowed time for the Minutes of the meeting held on 28 January 2019 to be read.

It was noted that at Minute 63 - External Audit Plan Councillor Oliver's name had been used throughout instead of Kay Storey, Ernst and Young

RESOLVED:

- (1) That, subject to the changes below regarding Minute 63, the Minutes of the Meeting of the Committee held on 28 January 2019 be approved as a true record of the proceedings and be signed by the Chairman.
- (2) That, in respect of (1) above Kay Storey, Ernst and Young replace all mention of Councillor Helen Oliver.

3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

4 CHAIRMAN'S ANNOUNCEMENTS

- (1) The Chairman advised that members of the public and the press may use their devices to film/photograph, or do a sound recording of the meeting. He asked that flash not be used and that any beeps or other sound notifications that may emit from devices be disabled.
- (2) The Chairman advised that the meeting was being audio recorded.
- (3) Members were 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, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.

5 PUBLIC PARTICIPATION

There were no presentations by members of the public.

6 NHDC SIAS PROGRESS REPORT - MARCH 2019

RESOLVED:

- (1) That the Internal Audit Progress Report for the period to 1 March 2019 be noted;
- (2) That the proposed amendments to the 2018/19 Annual Audit Plan be noted;
- (3) That the implementation status of high priority recommendations be noted.

REASON FOR DECISION: To enable the Finance, Audit and Risk Committee to consider the report entitled NHDC SIAS Progress Report.

7 NHDC SIAS 2019-20 INTERNAL AUDIT PLAN REPORT - MARCH 2019

RESOLVED: That the proposed North Herts District Council Internal Audit Plan for 2019/20 be approved.

REASON FOR DECISION: To enable the Finance, Audit and Risk Committee to consider the report entitled NHDC SIAS 2019-20 internal audit plan report.

8 SHARED ANTI-FRAUD SERVICE (SAFS) - SAFS/NHDC ANTI-FRAUD ACTION PLAN

RESOLVED:

- (1) That the SAFS/NHDC Anti-Fraud Plan 2019/2020 be approved;
- (2) That the LGA Councillors Workbook on Fraud and Bribery Prevention 2017 be circulated to all Members and included in the New Councillor Induction Pack;
- (3) That Key Performance Indicator 4D be amended to read:
"5 targeted Fraud training events for staff/Members in year".

REASON FOR DECISION: To enable the Finance, Audit and Risk Committee to consider the report entitled Shared Anti-Fraud Service (SAFS) - SAFS/NHDC Anti-Fraud Action Plan.

9 LOCAL CODE OF GOVERNANCE STATEMENT (AGS) ACTION PLAN (2017/18) UPDATE

RESOLVED:

- (1) That the Local Code of Corporate Governance 2018/19 (Appendix A) be approved;
- (2) That the current position with the AGS Action Plan (Appendix B) be noted;
- (3) That the Senior Policy Officer be requested to investigate why 27 Members were not detailed in the report as registered as Data Controllers and inform the Committee of his findings.

REASONS FOR DECISION:

- (1) It is recommended practice to review the Local Code of Corporate Governance each year to ensure it remains up to date and relevant;
- (2) Reviewing the AGS Action Plan during 2018/19 provides the Committee with assurances that NHDC is following through with recommended changes and/or improvements to its governance arrangements.

10 RISK AND OPPORTUNITIES MANAGEMENT UPDATE

RESOLVED: That the Committee note the changes to the Corporate risks for the Quarter.

RECOMMENDED TO CABINET: That Cabinet approve the changes to the Corporate risks for the Quarter namely:

- North Hertfordshire Museum and Hitchin Town Hall Project to be reduced from a 9 to a 3 on the risk matrix.
- New Brexit Corporate risk to be introduced with a score of 9 on the risk matrix.

REASON FOR DECISION:

- (1) The responsibility for ensuring the management of the risks is that of Cabinet;
- (2) This Committee has responsibility to monitor the effective development and operation of risk management.

11 THIRD QUARTER REVENUE MONITORING 2018/19

RESOLVED: That the Service Director - Resources be requested to ensure that where there is a vacancy control target, HR implications are stated.

RECOMMENDED TO CABINET:

- (1) That Cabinet note the substantive and addendum reports;
- (2) That Cabinet approves the changes to the 2018/19 General Fund budget, as identified in table 3 and paragraph 8.2, a £211k decrease in net expenditure;
- (3) That Cabinet approves the changes to the 2019/20 General Fund budget, as identified in table 3 of the substantive report and paragraph 8.3 of the addendum report, a £25k increase in net expenditure.

REASON FOR DECISION: Members are able to monitor, make adjustments within the overall budgetary framework and request appropriate action of Services who do not meet the budget targets set as part of the Corporate Business Planning process.

12 THIRD QUARTER CAPITAL MONITORING 2018/19

RECOMMENDED TO CABINET:

- (1) That Cabinet notes the forecast expenditure of **£6.736million** in 2018/19 on the capital programme, paragraph 8.2 refers, and approves the adjustments detailed in table 3 which result in a net decrease on the working estimate of **£0.022million**;
- (2) That Cabinet approves the adjustments to the capital programme for 2018/19 onwards as a result of the revised timetable of schemes detailed in table 2, increasing the estimated spend in future years 2019/20 by **£0.466million**;
- (3) That Cabinet notes the position of the availability of capital resources, as detailed in table 4, and the requirement to keep the capital programme under review for affordability.

REASONS FOR RECOMMENDATIONS

- (1) Cabinet is required to approve revisions to the capital programme;

Cabinet is required to ensure that the capital programme is fully funded.

13 TREASURY MANAGEMENT THIRD QUARTER 2018/19

RECOMMENDED TO CABINET: That Cabinet note the position of Treasury Management activity as at the end of December 2018.

REASON FOR DECISION: To ensure the Council's continued compliance with CIPFA's code of practice on Treasury Management and the Local Government Act 2003 and that the Council manages its exposure to interest and capital risk.

14 FUTURE MEETINGS - POSSIBLE AGENDA ITEMS

No discussion took place regarding future meetings