

NORTH HERTFORDSHIRE DISTRICT COUNCIL



22 November 2019

Our Ref Finance, Audit and Risk
Committee
Your Ref.
Contact. Committee Services
Direct Dial. (01462) 474655
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To: Members of the Committee: Councillors Kate Aspinwall, Sam North, Steve Deakin-Davies, Morgan Derbyshire, Steve Jarvis, Kay Tart and Michael Weeks

Substitutes: Councillors Sam Collins, George Davies, Ian Moody and Adem Ruggiero-Cakir

You are invited to attend a

MEETING OF THE FINANCE, AUDIT AND RISK COMMITTEE

to be held in the

**COUNCIL CHAMBER, COUNCIL OFFICES, GERNON ROAD,
LETCWORTH GARDEN CITY**

On

THURSDAY, 5TH DECEMBER, 2019 AT 7.30 PM

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL
AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION
ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Yours sincerely

Jeanette Thompson
Service Director – Legal and Community

Agenda **Part I**

Item	Page
1. APOLOGIES FOR ABSENCE	
2. MINUTES - 16 SEPTEMBER 2019 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 16 September 2019.	(Pages 5 - 10)
3. NOTIFICATION OF OTHER BUSINESS Members should notify the Chairman of other business which they wish to be discussed at the end of either Part I or Part II 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 any item(s) raised will be considered.	
4. CHAIRMAN'S ANNOUNCEMENTS 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, 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 To receive petitions, comments and questions from the public.	
6. NHDC PROGRESS REPORT - SHARED ANTI-FRAUD PLAN 2019/20 REPORT OF THE SHARED ANTI-FRAUD SERVICE To receive an Update Report.	(Pages 11 - 18)
7. NHDC ANNUAL AUDIT LETTER - 2018/19 REPORT OF ERNST AND YOUNG To consider the Annual Audit Letter for NHDC 2018/19.	(Pages 19 - 38)
8. SIAS INTERNAL AUDIT PROGRESS REPORT REPORT OF THE CLIENT AUDIT MANAGER – SHARED INTERNAL AUDIT SERVICE To receive SIAS Update on Progress against the 2019/2020 Audit Plan.	(Pages 39 - 56)

9. **PROPOSED AMENDMENTS TO THE CONTRACT PROCUREMENT RULE** (Pages
REPORT OF THE LEGAL AND COMMERCIAL TEAM MANAGER 57 - 98)
- To consider the proposed amendments to the Contract Procurement Rule.
10. **DRAFT BUDGET 2020/21** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 99 - 136)
- To receive the Draft Budget for 2020/21.
11. **SECOND QUARTER REVENUE MONITORING 2019/20** (Pages
REPORT OF THE SERVICE DIRECTOR - RESOURCES 137 -
148)
- To consider the Second Quarter Revenue Monitoring report 2019/20.
12. **INVESTMENT STRATEGY (CAPITAL AND TREASURY) MID-YEAR** (Pages
REVIEW 2019/20 149 -
REPORT OF THE SERVICE DIRECTOR – RESOURCES 178)
- To update on progress with delivering the Capital and Treasury Strategy for 2019/20, as at the end of September 2019.
13. **RISK AND OPPORTUNITIES MANAGEMENT UPDATE** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 179 -
186)
- To receive a quarterly update on Risk and Opportunities Management.
14. **POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS**
The Chair to lead a discussion regarding possible agenda items for future meetings.