

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 Monday, 16th March, 2020 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors: Kate Aspinwall, Morgan Derbyshire, Steve Jarvis, Kay Tart and Michael Weeks.

Having given due notice, Councillor Sam Collins advised that he would be substituting for Councillor Steve Jarvis and Councillor George Davies advised that he would be substituting for Councillor Michael Weeks.

2 MINUTES - 20 JANUARY 2020

RESOLVED: That the Minutes of the Meeting of the Committee held on 20 January 2020 be approved as a true record of the proceedings and be signed by the Chair.

3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair welcomed those present at the meeting;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and 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 SIAS INTERNAL AUDIT PLAN REPORT

RESOLVED: That the proposed North Herts District Council Internal Audit Plan for 2020/21 be approved

REASON FOR DECISION: To ensure that the proposed North Herts District Council Internal Audit Plan for 2020/21 is approved.

7 SIAS PROGRESS REPORT

RESOLVED:

- (1) That the Internal Audit Progress Report for the period to 4 March 2020 be noted;
- (2) That the proposed amendments to the 2019/20 Annual Audit Plan be noted; and
- (3) That the implementation status of high priority recommendations be noted.

REASON FOR DECISIONS: To ensure that the Internal Audit Progress Report, the 2019/20 Annual Audit Plan and the implementation status of high priority recommendations are noted.

8 SAFS - PROPOSED ANTI-FRAUD PLAN 2020/21 AND PROGRESS WITH DELIVERY OF 2019/20 ANTI-FRAUD PLAN

RESOLVED: That the SAFS/NHDC Anti-Fraud Plan 2020/21 be reviewed and approved.

REASON FOR DECISION: To ensure the SAFS/NHDC Anti-Fraud Plan for 2020/21 is reviewed and approved.

9 LOCAL CODE OF CORPORATE GOVERNANCE 2020 AND ANNUAL GOVERNANCE STATEMENT 2018/19 (ACTION PLAN FOR 2019/20) UPDATE

RESOLVED:

- (1) That the Local Code of Corporate Governance 2020 (Appendix A) be approved;
- (2) That the current position with the AGS Action Plan (Appendix B) be noted.

REASONS FOR DECISIONS:

- (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 2019/20 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 review/changes to the Corporate Risks for the quarter be noted;

RECOMMENDED TO CABINET:

- (1) That the proposed changes to the Waste risks be approved, with the exception of the archiving of the Route Optimisation of Collection Rounds risk which should be retained until further information is provided;
- (2) The archiving of the North Hertfordshire Museum and Town Hall project risk following sign off by Project Board;
- (3) That the Covid-19 outbreak be added as a Corporate Risk with a score of 9; and
- (4) That the proposed Risk Management Framework documents, to replace the current Policy and Strategy, be approved.

REASONS FOR DECISIONS:

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

11 THIRD QUARTER REVENUE MONITORING 2019/20

RECOMMENDED TO CABINET:

- (1) That the Third Quarter Revenue Monitoring 2019/20 be noted:
- (2) That the changes to the 2019/20 General Fund Budget, as identified in table 3 and paragraph 8.2, a £262k in net expenditure be approved;
- (3) That the changes to the 2020/21 General Fund budget, as identified in table 3 and paragraph 8.2, a £287k in net expenditure be approved.

REASON FOR DECISIONS:

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 INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2019/20

RECOMMENDED TO CABINET:

- (1) That the forecast expenditure of £1.804million in 2019/20 on the capital programme be noted;
- (2) That the adjustments to the capital programme for 2019/20 onwards as a result of the revised timetable of schemes detailed in table 2, increasing the estimated spend in 2020/21 and beyond by £3.831million be approved;
- (3) That the position of the available of capital resources, as detailed in table 3 paragraph 8.6 and the requirement to keep the capital programme under review for affordability, be noted;
- (4) That the position of Treasure Management activity as at the end of December 2019 be noted.

REASONS FOR RECOMMENDATIONS

- (1) Cabinet is required to approve adjustments to the capital programme and ensure the capital programme is fully funded.
- (2) 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.

13 POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS

The Chair requested that the following items be discussed at the next meeting of the Finance, Audit and Risk Committee:

- An update on the impact of Covid-19 on the Council; and
- Route Optimisation of Collection Rounds.