

1 March 2024

Our Ref Finance, Audit and Risk Committee 13
March 2024
Contact. Committee Services
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To: Members of the Committee Councillors: Sean Nolan (Chair), Terry Tyler (Vice-Chair), Terry Hone, Chris Lucas, Tom Plater, Mandi Tandi and Tamsin Thomas

Substitute Councillors: Matt Barnes, Clare Billing, Sam Collins, Adam Compton, Juan Cowell and Daniel Marsh

Independent Member: John Cannon *Non-voting advisory role*

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE FINANCE, AUDIT AND RISK COMMITTEE

to be held in the

**COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES, GERON
ROAD, LETCHWORTH GARDEN CITY, SG6 3JF**

On

WEDNESDAY, 13TH MARCH, 2024 AT 7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

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

Agenda Part I

| Item | | Page |
|--|--|--------------------|
| 1. APOLOGIES FOR ABSENCE | Members are required to notify any substitutions by midday on the day of the meeting. Late substitutions will not be accepted and Members attending as a substitute without having given the due notice will not be able to take part in the meeting. | |
| 2. MINUTES - 31 JANUARY 2024 | To take as read and approve as a true record the minutes of the meeting of the Committee held on the 31 January 2024 | (Pages 5 - 12) |
| 3. NOTIFICATION OF OTHER BUSINESS | Members should notify the Chair 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 Chair will decide whether any item(s) raised will be considered. | |
| 4. CHAIR'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 Chair 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. SAFS ANTI-FRAUD PLAN 2023-24 PROGRESS UPDATE REPORT OF THE SHARED ANTI-FRAUD SERVICE | To review the progress of the Shared Anti-Fraud Services (SAFS) Anti-Fraud Plan 2023-24. | (Pages 13 - 20) |

7. **SAFS PROPOSED ANTI-FRAUD PLAN 2024-25** (Pages
REPORT OF THE SHARED ANTI-FRAUD SERVICE 21 - 34)
- To review and approve the Shared Anti-Fraud Services (SAFS) Anti-Fraud Plan 2024-25.
8. **SIAS PROGRESS REPORT 2023-24** (Pages
REPORT OF THE SHARED INTERNAL AUDIT SERVICE 35 - 48)
- To receive the SIAS Progress Report for the Internal Audit Plan 2023-24 as of 26 February 2024.
9. **SIAS PROPOSED INTERNAL AUDIT PLAN 2024-25** (Pages
REPORT OF THE SHARED INTERNAL AUDIT SERVICE 49 - 78)
- To review and approve the Shared Internal Audit Service Plan for 2024-25.
10. **LOCAL CODE OF CORPORATE GOVERNANCE 2024 AND ANNUAL GOVERNANCE STATEMENT ACTION PLAN UPDATE 2023/24** (Pages
REPORT OF THE POLICY AND COMMUNITIES MANAGER 79 - 96)
- For the Finance, Audit & Risk Committee to approve the Local Code of Corporate Governance for 2024; and to review the progress of the Annual Governance Statement (AGS) Action plan for 2023/24.
11. **CLEARING THE EXTERNAL AUDIT BACKLOG** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 97 - 116)
- To provide an update of the External Audit Backlog and to provide a detail schedule for this to be resolved.
12. **THIRD QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 117 - 146)
- To receive an update on progress with delivering the capital and treasury strategy for 2023/24, as at the end of December 2023.
13. **THIRD QUARTER REVENUE BUDGET MONITORING 2023/24** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 147 - 158)
- To consider the Third Quarter Revenue Budget Monitoring report for 2023/24.
14. **POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS**
The Chair to lead a discussion regarding possible agenda items for future meetings.