

23 August 2024

Our Ref Finance, Audit and Risk Committee 4
September 2024
Contact. Committee Services
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To: Members of the Committee Councillors: Sean Nolan (Chair), Vijaiya Poopalasingham (Vice-Chair), Tina Bhartwas, Ruth Brown, Dominic Griffiths, Steven Patmore, Paul Ward and Stewart Willoughby

Substitute Councillors: Cathy Brownjohn, Sam Collins, Nigel Mason, Caroline McDonnell, Ralph Muncer, Claire Strong, Claire Winchester and Daniel Wright-Mason

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,
LETCWORTH GARDEN CITY, SG6 3JF**

On

WEDNESDAY, 4TH SEPTEMBER, 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
<p>1. APOLOGIES FOR ABSENCE Members are required to notify any substitutions by midday on the day of the meeting.</p> <p>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.</p>	
<p>2. MINUTES - 19 JUNE 2024 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 19 June 2024.</p>	<p>(Pages 5 - 20)</p>
<p>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.</p> <p>The Chair will decide whether any item(s) raised will be considered.</p>	
<p>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.</p>	
<p>5. PUBLIC PARTICIPATION To receive petitions, comments and questions from the public.</p>	
<p>6. SAFS ANNUAL REPORT 2023-24 REPORT OF THE SHARED ANTI-FRAUD SERVICE (SAFS)</p> <p>A report providing details of the work undertaken by the Council and the Shared Anti-Fraud Service to protect the Council against the threat of fraud and the delivery of the Council's Anti-Fraud Action Plan for 2023-24.</p>	<p>(Pages 21 - 36)</p>

7. **SAFS ANTI-FRAUD PROGRESS REPORT 2024-25** (Pages
REPORT OF THE SHARED ANTI-FRAUD SERVICE (SAFS) 37 - 42)
- To review the progress and delivery of the Anti-Fraud plan 2024-25.
8. **SIAS ANNUAL REPORT 2023-24** (Pages
REPORT OF THE SHARED INTERNAL AUDIT SERVICE 43 - 56)
- To receive the SIAS Annual Report 2023- 2024.
9. **SIAS PROGRESS REPORT 2024-25** (Pages
REPORT OF THE SHARED INTERNAL AUDIT SERVICE 57 - 78)
- To receive the Internal Audit Service progress report 2024-25 of the SIAS.
10. **UPDATED CONTRACT PROCUREMENT RULES FOR 2024-25** (Pages
REPORT OF THE CONTROLS RISK & PERFORMANCE MANAGER 79 - 124)
- This report sets out the proposed changes to the Contract Procurement Rules for review.
11. **MEDIUM TERM FINANCIAL STRATEGY 2025-30** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 125 -
142)
- To consider the Medium Term Financial Strategy.
12. **FIRST QUARTER REVENUE BUDGET MONITORING 2024/25** (Pages
REPORT OF THE SERVICE DIRECTOR RESOURCES 143 -
154)
- To consider the first quarter revenue budget monitoring 2024/25 report.
13. **FIRST QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY)
REVIEW 2024/25** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 155 -
180)
- To receive an update on progress with delivering the capital and treasury strategy for 2024/25, as at the end of June 2024.
14. **POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS**
The Chair to lead a discussion regarding possible agenda items for future meetings.