

1 November 2024

Our Ref Finance, Audit and Risk Committee
13 November 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, 13TH NOVEMBER, 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 - 4 SEPTEMBER 2024 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 4 September 2024.	(Pages 5 - 16)
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 UPDATE REPORT OF THE SHARED ANTI-FRAUD SERVICE (SAFS) To review the progress and delivery of the Anti-Fraud plan 2024-25.	(Pages 17 - 22)

7. **SIAS PROGRESS REPORT 2024/25** (Pages
REPORT OF THE SHARED INTERNAL AUDIT SERVICE 23 - 40)
- To receive the Internal Audit Service progress report 2024-25 of the SIAS.
8. **STATEMENT OF ACCOUNTS 2022/23 AND 2023/24** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 41 - 158)
- To approve the current status of the audited Statement of Accounts for 2022/23, a draft is enclosed with the report as Appendix B and to note the progress made in the audit of the 2023/24 Annual Statement of Accounts.
9. **CODE FOR STATUTORY OFFICERS (HEAD OF PAID SERVICE,
SECTION 151 AND MONITORING OFFICERS)** (Pages
REPORT OF THE LEGAL MANAGER / DEPUTY MONITORING OFFICER. 159 -
186)
- The report updates Members of the Committee on the LLG Code of Practice on Good Governance for Local Authority Statutory Officers. It contains a summary of the key objectives, roles and responsibilities.
10. **POSSIBLE AGENDA ITEMS FOR FUTURE MEETINGS**
- The Chair to lead a discussion regarding possible agenda items for future meetings.