



# Audit Agenda

**WEDNESDAY 20 SEPTEMBER 2023 AT 7.30 PM**

## **CONFERENCE ROOM 1 - THE FORUM**

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

### Membership

Councillor Birnie  
Councillor Douris  
Councillor Elliot

Councillor S Hobson  
Councillor Reynolds (Vice-Chairman)  
Councillor Stewart (Chair)

For further information, please contact Corporate and Democratic Support on 01442 228209 or email [member.support@dacorum.gov.uk](mailto:member.support@dacorum.gov.uk)

## **AGENDA**

### **3. MINUTES AND ACTIONS (Pages 2 - 3)**

To confirm the minutes of the previous meeting and consider the actions

**Audit Committee Action Points - July**

<b>Date of meeting</b>	<b>Action point</b>	<b>Responsible officer</b>	<b>Date action completed</b>	<b>Response</b>
26/07/23	<u>Item 3 – Minutes and Actions</u> To check circulation list includes all members.	T Angel	27/07/23	The email circulation list has been checked and I can confirm it does include all audit committee members.
26/07/23	<u>Item 5 - Strategic Risk Register Q4 2022-23</u> To circulate update on recommendations regarding the Total Operating Model for the HRA as referred to on page 14 of the report.	F Jump		Update from the Chief Housing Officer: The service is currently working on developing a neighbourhood’s model as part of the Housing Transformation Improvement Programme (HTIP), with the detailed design expected to be finalised in October. This will then be followed by a phased implementation plan which is likely to take around 12 months.  Housing and Community Overview and Scrutiny Committee (HSOSC) will receive regular briefings on the work, with the first report on the HTIP programme going to HCOSC in October.
26/07/23	<u>Item 5 - Strategic Risk Register Q4 2022-23</u> To check number of interim staff.	M Rawdon	01/08/23	Interim staff are typically used for covering posts within the leadership team.  Currently we have four interim workers in the leadership team. We currently have 35 posts in the leadership team.
26/07/23	<u>Item 6 – SICA Report</u> Key strategic finding to be updated to read that document <i>should</i> be kept up to date.	F Jump / C Harris	12/09/23	Records of the finding will be updated Guardian (the internal audit tracking system) to reflect this request from Audit Committee.
26/07/23	<u>Item 6 – SICA Report</u> To provide percentage of tenants	O Jackson	07/09/23	For July 3950 tenants were in arrears. Against the total number of tenants this is 41%. Approximately 15% of

	in arrears.			<p>tenants are in arrears of over £500.</p> <p>However there are some caveats to this:</p> <ul style="list-style-type: none"> <li>• The 41% includes tenants with any amount of arrear, even 1p.</li> <li>• People who pay by direct debit, who have no payment issues, are included in this number if they don't pay any money up front.</li> <li>• Arrears are typically higher in summer months due to school holidays and the costs associated with children being off and then returning to school.</li> </ul>
26/07/23	<p><u>Item 8 - Audit Committee Governance Update</u></p> <p>To update independent person's description and remove requirement to be based in Dacorum</p>	F Jump	12/09/23	The person specification has been updated for this requirement.
26/07/23	<p><u>Item 10 – AOB</u></p> <p>To discuss audit or any other duplicated training with the Chair of Member Development.</p>	Chair/T Angel	10/08/23	Email sent to Councillor Taylor regarding the Audit Committee training. TA.