



OVERVIEW AND SCRUTINY COMMITTEE

TUESDAY 27 APRIL 2004

7.30 PM

COMMITTEE AGENDA

COMMITTEE ROOMS 1&2,
HARROW CIVIC CENTRE

MEMBERSHIP (Quorum 3)

Chair: Councillor Jean Lammiman

Councillors:

Blann
Mitzi Green (VC)
Ann Groves
Ingram
Marie-Louise Nolan
Thammaiah

Osborn
Pinkus
Seymour
Versallion

Reserve Members:

1. Gate
2. Ismail
3. Currie
4. Lent
5. Lavingia

1. Myra Michael
2. Mrs Champagnie
3. Mary John
4. Miss Bednell
5. John Nickolay

Issued by the Committee Services Section,
Law and Administration Division

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HARROW COUNCIL

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TUESDAY 27 APRIL 2004

AGENDA – PART I

1. **Attendance by Reserve Members:**
To note the attendance at this meeting of duly appointed Reserve Members (if any).
2. **Declarations of Interest:**
To receive declarations of interest (if any) from Members of the Committee arising from the business to be transacted at this meeting.
3. **Arrangement of Agenda:**
To consider whether any of the items listed on the agenda should be considered with the press and public excluded on the grounds that it is thought likely, in view of the nature of the business to be transacted, that there would be disclosure of confidential information in breach of an obligation of confidence or of exempt information as defined in the Local Government (Access to Information) Act 1985.
4. **Minutes:**
The minutes of the Ordinary meeting held on 3 February 2004, and of the Special meeting held on 2 March 2004, having been circulated, to be taken as read and signed as correct records.
5. **Public Questions:**
To receive questions (if any) from local residents/organisations under the provisions of Overview and Scrutiny Procedure Rule 8.
6. **Petitions:**
To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Overview and Scrutiny Procedure Rule 9.
7. **Deputations:**
To receive deputations (if any) under the provisions of Overview and Scrutiny Procedure Rule 10.
8. **References from Council/Cabinet:**
(if any).
- Enc. 9. **Establishment of an Audit Committee:** (Pages 1 - 6)
Report of the Executive Director (Business Connections).
- Enc. 10. **External Audit Review of the Scrutiny Function:** (Pages 7 - 10)
Report of the Director of Organisational Performance.
- Enc. 11. **Work Programme 2004-05 and Annual Report 2003-04:** (Pages 11 - 24)
Report of the Executive Director (Organisational Development).

- Enc. 12. **Best Value Performance Plan 2004/05:** (Pages 25 - 28)
Report of the Director of Organisational Performance.

(NB: The appendix to the above report, the draft Best Value Performance Plan, was circulated to all Members of Council in the papers for the Cabinet meeting on 20 April 2004. For reasons of economy, it is not being reproduced on this agenda. If any Member requires a further hard copy, please contact Claire Vincent on 020 8424 1637. The draft Plan is also available on the Council's website at www.harrow.gov.uk)

- Enc. 13. **National Development Team Review of the Harrow Learning Disability Team:** (Pages 29 - 56)
Report of the Head of Community Care.

- Enc. 14. **Internal Audit Plan 2004/2005:** (Pages 57 - 66)
Report of the Executive Director (Business Connections).

15. **Business Continuity Planning:**
Verbal presentation by the ICT Manager.

- Enc. 16. **Information Report on BVPI 157:** (Pages 67 - 72)
Report of the Executive Director (Business Connections).

17. **Progress Reports on Reviews - Members' Verbal Updates:**

- (a) Review of Budget Processes
- (b) Review of the New Harrow Project

18. **Any Other Business:**
Which the Chair has decided is urgent and cannot otherwise be dealt with.

AGENDA – PART II

- Enc. 19. **General Computer Controls Progress Report:** (Pages 73 - 98)
Report of the Executive Director (Business Connections).