

Governance, Audit and Risk Management Committee AGENDA

DATE: Monday 29 November 2010

TIME: 7.30 pm

VENUE: Committee Room 5,
Harrow Civic Centre

MEMBERSHIP (Quorum 3)

Chairman: Councillor John Cowan

Councillors:

Mano Dharmarajah	Richard Romain
Thaya Idaikkadar (VC)	Yogesh Teli
Nizam Ismail	
Sachin Shah	

Reserve Members:

- | | |
|-------------------|--------------------|
| 1. Ben Wealthy | 1. Tony Ferrari |
| 2. Ajay Maru | 2. Stephen Wright |
| 3. Krishna Suresh | 3. Anthony Seymour |
| 4. Krishna James | |

Contact: Lysandra Dwyer, Acting Senior Democratic Services Officer
Tel: 020 8424 1264 E-mail: lysandra.dwyer@harrow.gov.uk

AGENDA - PART I

1. ATTENDANCE BY RESERVE MEMBERS

To note the attendance at this meeting of any duly appointed Reserve Members.

Reserve Members may attend meetings:-

- (i) to take the place of an ordinary Member for whom they are a reserve;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) the meeting notes at the start of the meeting at the item 'Reserves' that the Reserve Member is or will be attending as a reserve;
- (iv) if a Reserve Member whose intention to attend has been noted arrives after the commencement of the meeting, then that Reserve Member can only act as a Member from the start of the next item of business on the agenda after his/her arrival.

2. DECLARATIONS OF INTEREST

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Committee, Sub Committee, Panel or Forum;
- (b) all other Members present in any part of the room or chamber.

3. MINUTES (Pages 1 - 6)

That the minutes of the meeting held on 28 September 2010 be taken as read and signed as a correct record.

4. PUBLIC QUESTIONS

To receive questions (if any) from local residents/organisations under the provisions of Committee Procedure Rule 17 (Part 4B of the Constitution).

5. PETITIONS

To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Committee Procedure Rule 15 (Part 4B of the Constitution).

6. DEPUTATIONS

To receive deputations (if any) under the provisions of Committee Procedure Rule 16 (Part 4B) of the Constitution.

7. REFERENCES FROM COUNCIL AND OTHER COMMITTEES/PANELS

To receive references from Council and any other Committees or Panels (if any).

8. INFORMATION REPORT - WHISTLE-BLOWING - ANNUAL REPORT (Pages 7 - 24)

Report of the Director Legal and Governance Services Department

9. INFORMATION REPORT - ACCOUNTS AND GOVERNANCE UPDATE REPORT
(Pages 25 - 28)

Report of the Corporate Director Finance

10. INFORMATION REPORT - RISK, AUDIT & FRAUD DIVISION ACTIVITY UPDATE (Pages 29 - 36)

Report of the Corporate Director Finance

11. INFORMATION REPORT - HALF YEAR HEALTH AND SAFETY REPORT 2010/11 (Pages 37 - 72)

Report of the Corporate Director Finance

12. INFORMATION REPORT - INTERNAL AUDIT MID-YEAR REPORT 2010/11
(Pages 73 - 86)

Report of the Corporate Director Finance

13. RISK, AUDIT AND FRAUD REVIEW - UPDATE

Verbal Update of the Divisional Director Risk Audit and Fraud

14. ANY OTHER URGENT BUSINESS

Which cannot otherwise be dealt with.

AGENDA - PART II

15. EXCLUSION OF THE PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of confidential information in breach of an obligation of confidence, or of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972:

<u>Agenda Item No</u>	<u>Title</u>	<u>Description of Exempt Information</u>
16.	INFORMATION REPORT – Internal Audit Mid-Year Report 2011/11 (Appendix 3)	Information under paragraph 1 (contains information relating to any individual). Information under paragraph 7 (contains information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime).

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| 17. | INFORMATION
REPORT – Green and
Amber Internal Audit
Reports with Follow Up
Reports | Information under paragraph 3
(contains information relating to the
financial or business affairs of any
particular person (including the
authority holding that information). |
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16. INFORMATION REPORT - INTERNAL AUDIT MID-YEAR REPORT 2010/11
(Pages 87 - 88)

Appendix 3 to the Report of the Corporate Director Finance

**17. INFORMATION REPORT - GREEN AND AMBER INTERNAL AUDIT REPORTS
WITH FOLLOW UP REPORTS** (Pages 89 - 130)

Report of the Corporate Director Finance