

# **Governance, Audit and Risk Management Committee**

## **AGENDA**

**DATE:** Thursday 29 November 2012

**TIME:** 7.30 pm

**VENUE:** Committee Room 5, Harrow Civic Centre

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### **MEMBERSHIP (Quorum 3)**

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**Chairman:** Councillor Bill Phillips

**Councillors:**

Sue Anderson  
Mano Dharmarajah  
Victoria Silver (VC)

Amir Moshenson  
Chris Mote  
Richard Romain

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**Reserve Members:**

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- |                   |                    |
|-------------------|--------------------|
| 1. Ben Wealthy    | 1. Tony Ferrari    |
| 2. Ajay Maru      | 2. Kam Chana       |
| 3. Krishna Suresh | 3. Anthony Seymour |
| 4. Varsha Parmar  |                    |

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# **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 disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Committee;
- (b) all other Members present.

## **3. MINUTES (Pages 1 - 10)**

That the minutes of the meeting held on 24 September 2012 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. **2011/12 ANNUAL GOVERNANCE STATEMENT ACTION PLAN** (Pages 11 - 26)  
Report of the Assistant Chief Executive.
9. **INTERNAL AUDIT MID-YEAR REPORT 2012/13** (Pages 27 - 46)  
Report of the Assistant Chief Executive.
10. **HEALTH AND SAFETY HALF YEAR REPORT** (Pages 47 - 68)  
Report of the Corporate Director of Resources and Assistant Chief Executive.
11. **RISK AUDIT AND FRAUD ACTIVITY UPDATE** (Pages 69 - 134)  
Report of the Corporate Director of Resources and Assistant Chief Executive.
12. **ANY OTHER URGENT BUSINESS**  
Which cannot otherwise be dealt with.

## **AGENDA - PART II**

### **13. 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>
9.	Internal Audit Mid-Year Report 2012/13 – Appendix 4	Information under paragraph 1 (contains information relating to any individuals).

### **14. INTERNAL AUDIT MID-YEAR REPORT 2012/13 - APPENDIX 4** (Pages 135 - 136)