

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

DATE: Monday 22 July 2013

TIME: 8.00 pm

VENUE: Committee Rooms 1 and 2
Harrow Civic Centre

Please note that there will be a training session for Governance, Audit and Risk Management Committee Members at 7pm prior to the committee meeting at 8pm.

MEMBERSHIP (Quorum 3)

Chairman: Councillor Richard Romain

Councillors:

Amir Moshenson
Chris Mote

Varsha Parmar
Bill Phillips
Sachin Shah

Mano Dharmarajah

Reserve Members:

1. Tony Ferrari
2. Kam Chana
3. Anthony Seymour

1. Graham Henson
2. Sue Anderson
3. Ajay Maru

1. (Vacancy)

Contact: Una Sullivan, Democratic & Electoral Services Officer
Tel: 020 8424 1785 E-mail: una.sullivan@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 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. APPOINTMENT OF VICE-CHAIRMAN

To consider the appointment of a Vice-Chairman to the Committee for the Municipal Year 2013/2014.

4. MINUTES (Pages 1 - 6)

That the minutes of the meeting held on 4 April 2013 be taken as read and signed as a correct record.

5. PUBLIC QUESTIONS

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

6. 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).

7. DEPUTATIONS

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

8. REFERENCES FROM COUNCIL AND OTHER COMMITTEES/PANELS

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

9. STATEMENT OF ACCOUNTS (Pages 7 - 120)

Report of the Director of Finance & Assurance

10. INTERNAL AUDIT YEAR-END REPORT 2012/13 (Pages 121 - 148)

Report of the Director of Finance & Assurance

11. INTERNAL AUDIT PLAN 2013/14 (Pages 149 - 160)

Report of the Director of Finance & Assurance

12. DRAFT ANNUAL GOVERNANCE STATEMENT 2012/13 (Pages 161 - 174)

Report of the Director of Finance & Assurance

13. CORPORATE ANTI-FRAUD TEAM ANNUAL REVIEW 2012/13 (Pages 175 - 184)

Report of the Director of Finance & Assurance

14. ANNUAL HEALTH AND SAFETY REPORT (Pages 185 - 244)

Report of the Assistant Chief Executive

15. ANY OTHER URGENT BUSINESS

Which cannot otherwise be dealt with.

16. 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>
17.	Internal Audit Year-End Report – Appendix B	Information under paragraph 1 (contains information relating to any individuals).

AGENDA - PART II

17. INTERNAL AUDIT YEAR-END REPORT - APPENDIX B (Pages 245 - 248)

Report of the Director of Finance & Assurance