

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

DATE: Monday 16 September 2019

TIME: 7.30 pm

VENUE: Committee Room 5, Harrow Civic Centre, Station
Road, Harrow, HA1 2XY

MEMBERSHIP (Quorum 3)

Chair: Councillor David Perry

Councillors:

Ghazanfar Ali
Peymana Assad
Maxine Henson

Philip Benjamin
Amir Moshenson
Kanti Rabadia (VC)

Reserve Members:

- | | |
|---------------------------|------------------|
| 1. Kairul Kareema Marikar | 1. Pritesh Patel |
| 2. Niraj Dattani | 2. John Hinkley |
| 3. Antonio Weiss | 3. Chris Mote |
| 4. Chloe Smith | |

Contact: Miriam Wearing, Senior Democratic Services Officer
Tel: 020 8424 1542 E-mail: miriam.wearing@harrow.gov.uk

Useful Information

Meeting details:

This meeting is open to the press and public.

Directions to the Civic Centre can be found at:
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Filming / recording of meetings

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When present in the meeting room, silent mode should be enabled for all mobile devices.

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Agenda publication date: Friday 6 September 2019

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 7 - 16)

That the minutes of the meeting held on 16 July 2019 be taken as read and signed as a correct record.

4. PUBLIC QUESTIONS *

To receive any public questions received in accordance with Committee Procedure Rule 17 (Part 4B of the Constitution).

Questions will be asked in the order in which they were received. There will be a time limit of 15 minutes for the asking and answering of public questions.

[The deadline for receipt of public questions is 3.00 pm, Wednesday 11 September 2019 Questions should be sent to publicquestions@harrow.gov.uk

No person may submit more than one question].

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. DRAFT GARMS COMMITTEE ANNUAL REPORT (Pages 17 - 38)

Report of the Director of Finance

9. ANY OTHER URGENT BUSINESS

Which cannot otherwise be dealt with.

10. EXCLUSION OF 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> |
|-----------------------|--|---|
| 11. | INFORMATION REPORT - 2019/20 Corporate Risk Register Quarter 2 | Information under paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended) as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). |
| 12. | INFORMATION REPORT - Internal Audit Red Assurance Reports | paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended) as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). |

AGENDA - PART II

11. INFORMATION REPORT - 2019/20 CORPORATE RISK REGISTER QUARTER 2 (Pages 39 - 58)

Report of the Director of Finance

12. INFORMATION REPORT - INTERNAL AUDIT RED ASSURANCE REPORTS (Pages 59 - 108)

Report of the Director of Finance

*** DATA PROTECTION ACT NOTICE**

The Council will audio record item 4 (Public Questions) and will place the audio recording on the

Council's website, which will be accessible to all.

[Note: The questions and answers will not be reproduced in the minutes.]

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GOVERNANCE, AUDIT, RISK MANAGEMENT AND STANDARDS COMMITTEE MINUTES

16 JULY 2019

Chair: * Councillor David Perry

Councillors: * Ghazanfar Ali † Maxine Henson
* Peymana Assad * Amir Moshenson
* Philip Benjamin * Kanti Rabadia

In attendance: Dr JJ Kirkland † † 195 Person

* Denotes Member present
† Denotes apologies received

59. Attendance by Reserve Members

RESOLVED: To note that there were no Reserve Members in attendance.

60. Appointment of Vice-Chair

RESOLVED: That Councillor Kanti Rabadia be appointed as Vice-Chair of the Committee for the Municipal Year 2019-20.

61. Declarations of Interest

RESOLVED: To note that there were no declarations of interests made by Members.

62. Minutes

RESOLVED: That the minutes of the meeting held on 16 April 2019, be taken as read and signed as a correct record.

63. Public Questions, Petitions and Deputations

RESOLVED: To note that no public questions, petitions or deputations were received at this meeting.

64. References from Council and other Committees/Panels

RESOLVED: To note that there were no references from Council and other committees/panels.

RESOLVED ITEMS

65. Committee on Standards in Public Life - Review of Local Government Ethical Standards

The Head of Legal Services introduced the report, focusing on the 15 “best practice” recommendations set out in the report of the Committee on Standards in Public Life (CSPL).

A Member asked about the scope of the Code of Conduct and in particular, how it would apply to the Council’s engagement with the private companies established to implement various aspects of the regeneration programme. He was concerned about councillors’ accountability and the transparency of decision-making in these circumstances. The Head of Legal Services advised that, in addition to the information publicly available about the companies in accordance with statutory requirements and Companies House registration, the Council itself could publish relevant information via its own website.

Another Member referred to the important role of the Independent Persons in the assessment of Code of Conduct complaints and asked whether there was a risk of a conflict of interest if an Independent Person had been involved in an initial assessment and was then participating in a formal hearing. The Head of Legal Services confirmed that, in these circumstances, a different Independent Person would be invited to participate in the hearing. Currently, there was provision for three Independent Persons with two in office, the third having resigned recently; recruitment of a replacement for this position would now take place and one of the recommendations in the report was the recruitment of a fourth.

The Member also asked about the timescales for notifying a councillor subject to a complaint of its content and detail. The Head of Legal Services confirmed that the subject Member was provided with the information contained in a complaint at an early stage and invited to provide a response; the Member would also be provided with a draft report of any investigation into the complaint so that he or she could respond in writing before any hearing. Dr

Kirkland added that the subject Member also had a full opportunity at the hearing itself to respond to allegations and the investigator's assessment.

A Member referred to the CSPL best practice recommendation that a councillor should be regarded as having breached a Code of Conduct if he or she refused to comply with any formal investigation process; the Member considered that this was at odds with the principle used in judicial proceedings that a defendant was not obliged to offer a defence with the onus being on the prosecution to demonstrate culpability. The Head of Legal Services advised that the CSPL considered that this would be best practice, arguing that a councillor should engage positively in the process in recognition of their public service responsibilities, and had recommended that all local authorities therefore adopt it as part of their Codes of Conduct. The Chair added that a court of law was often dealing with decisions affecting a person's liberty and in view of that seriousness, it was understandable that different processes and rights would apply. The Member who had raised the point was nevertheless uncomfortable with this best practice recommendation and considered that it should not be formally included in the Council's Code of Conduct.

In response to a question from a Member about the definition of bullying and harassment, the Head of Legal Services pointed to the definition proposed in the report (paragraph 3.2, best practice recommendation 1); she confirmed that this had been drafted by officers for the Committee's consideration and for submission to full Council which would formally determine changes to the Code of Conduct. The Member contrasted this proposal for a formal change to the wording of the Code with the approach to best practice recommendation 14 concerning the standards applying to "separate bodies" established by local authorities. The Head of Legal Services advised that compliance with this recommendation would be achieved by publication on the Council's website of information about such bodies, such as details of directorships, Board minutes, annual reports, etc

The Member suggested that the financial accounts of these separate bodies, such as those associated with the Council's regeneration programme, should be reported to the Committee as a way of improving scrutiny and accountability. The Head of Legal Services advised that the Committee's terms of reference would need to be checked to determine whether this was part of its functions; the Head of Internal Audit suggested that the financial performance of the companies could be included in the Annual Governance Statement as proposed in the best practice recommendation (14) from the CSPL. Another Member considered that there should be some formal proposal brought to the Committee on this issue. The Chair proposed that officers should provide guidance on the mechanism for accountability of these separate bodies, send that guidance to the Chair of the Committee so the Committee could further discuss the matter; this was supported by the Committee.

In response to a Member's question about the CSPL's recommendation concerning new powers to suspend councillors found to have breached the

Code of Conduct, the Head of Legal Services confirmed that such powers existed prior to the reforms brought in by the Localism Act 2011 and that their reintroduction would require amendments to legislation.

The Member also asked about the use of powers under the Regulation of Investigatory Powers Act. Officers outlined the arrangements for authorised Council officers to make decisions on the use of these powers which required endorsement by a Magistrate's Court, and the circumstances of their use most recently, including the investigation of suspected abuses of Right-to-Buy legislation.

In response to the Chair's question about the number of Code of Conduct complaints received by the Council, the Head of Legal Services advised that they were generally low but had been higher than normal in the last year.

RESOLVED:

- a) That the Committee on Standards in Public Life report be noted;
- b) That steps be taken to introduce all the best practice recommendations set out in the Committee on Standards in Public Life report subject to, in relation to best practice recommendation 14, officers providing guidance on an appropriate mechanism for accountability of the separate bodies established by the Council, sending that guidance to the Chair; and
- c) That Members note the number of complaints about Members that have been received and the nil return of RIPA authorisation.

66. Annual Health and Safety Report

The Head of Community and Public Protection introduced the report, highlighting the key trends and developments. He drew particular attention to the increasing awareness among staff and managers of the need to report relevant incidents so that a full picture of health and safety issues could be obtained; this was the dominant factor in the higher number of incidents compared to the previous recording periods.

In response to a Member's question about physical assaults in schools, the Head of Community and Public Protection advised that many of the incidents were related to children in special schools where there were specific factors behind the children's behaviours; the schools were very experienced in appropriate risk assessment and training, and in managing such incidents. The figures were higher this year due to the increased reporting, so he expected the level to stabilise the following year and then, hopefully, reduce over time.

A Member asked about the coordination of reporting processes between schools and the Council. It was explained that staff shared a common corporate software programme which allowed schools to make timely, direct reports of incidents. In response to a Member's concerns about the scale of the increase in reported incidents, the Head of Community and Public Protection underlined the new approach to encouraging reports and also explained that many of the "incidents" were minor with only the potential of risk to health and safety rather than any actual injury.

In response to two further questions, the Head of Community and Public Protection advised that there had been no significant increase in insurance claims related to the incidents reported and that the Occupational Health staff worked independently of the Human Resources function.

A Member asked about the make-up of the "others" category in the summary information in Appendix 1. The Head of Community and Public Protection pointed to the more detailed breakdown of information later in the appendix.

In response to the Chair's questions, the Head of Community and Public Protection advised that reports under the statutory Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) had decreased and that the reporting of an individual incident through the database took no longer than 15 minutes, often less than this. The Chair also asked about incidents of self-harm; the Head of Community and Public Protection confirmed these were rare, though there had been increased sensitivity to mental health issues in the new approaches to health and safety reporting. The Chair was pleased to see no enforcement cases involving the Health and Safety Executive (HSE); the Council had maintained a positive, proactive and open relationship with the HSE.

In response to the Chair's question about asbestos management, the Health and Safety Compliance Manager advised that new reporting arrangements had been put in place from the start of the current financial year; it was the first time the Council had such an asbestos management plan. Performance against the plan's targets was on track at this stage.

RESOLVED:

- a) That the Accidents and Incidents report for information be noted;
- b) That the Health and Safety Strategy, as set out in Appendix 3, be approved: and
- c) That the annual Health and Safety Policy in Appendix 6 be approved.

67. Treasury Management Outturn 2018/19

The Treasury and Pensions Manager introduced the report, highlighting the key developments in each relevant area.

A Member queried whether the total borrowing figure of £346m was at odds with the local government prudential code requirement that borrowing should be “affordable, prudent and sustainable”. The Director of Finance confirmed that the overall debt level was carefully monitored and assessed in terms of affordability and that the costs associated with servicing the debt were included in revenue accounts; the absence of separate funding for many key responsibilities, including some related to health and safety, meant that the Council had to make appropriate provision in budgets, including manageable borrowing as part of the package. In response to another Member’s question about the specific level at which borrowing would be considered unaffordable, the Director of Finance advised that, beyond the basic “capital financing requirement”, there would also be a judgment call about affordability which would be influenced by many factors applicable at the time; she considered that the current debt level was manageable. The Member asked about the circumstance in which the debt level might be flagged as a risk item to the Head of Internal Audit. The Director of Finance advised that there were regular discussions at the Corporate Strategic Board and with leading Members, so that appropriate action could be taken in response to any risks identified. She referred to budget revisions made in the previous year due to issues she had raised concerning debt levels. She also explained that the particular circumstances of borrowing items were relevant to the judgements on affordability, for example, where there would be financial returns on an initial investment; in the regeneration programme, much of the expenditure would be covered by eventual capital receipts.

In response to another Member’s query about the percentage increase in the borrowing level since the previous year, the Director of Finance pointed out that the report before the Committee related to the 2018-19 outturn; she could send the Member details of the capital financing plans for the next two years. She underlined that there was a mix of different items financed through borrowing, including some where the Council was making up a shortfall on external funding and others where costs would be recouped at a later stage, such as the depot redevelopment.

A Member asked about the total cash investments. The Treasury and Pensions Manager advised that funds were either invested in the money markets or as fixed-term deposits with banks.

RESOLVED:

That the outturn position for treasury management activities for 2018-19, as set out in the report, be noted.

68. Statement of Accounts 2018-19

The Chair welcomed Lucy Nutley and Gary McLeod from Mazars, the Council's external auditors. Dealing first with the report on the authority's main accounts, Ms Nutley reported that the Council had presented a good quality set of accounts and working papers as background; only minimal adjustments had been considered necessary and the external auditors would be in a position to issue an unqualified opinion in due course. As the Council had helpfully submitted draft accounts at an early stage and this was an early audit committee meeting, work on the audit was not quite complete with the final report expected in the following week. The external auditors' analysis of risks had revealed no significant issues. In respect of the impact of the McCloud case on pensions liabilities, this was not regarded as a material factor requiring any adjustment to the authority's accounts.

A Member compared the £3.8m impact of the McCloud case on pensions liabilities with the adjusted misstatement figures in the external auditors' report and queried why this item had not been included as a misstatement. Ms Nutley advised that should the Council wish to include it as an adjustment, then this was in order, but the external auditors considered that there was no requirement to do so.

The Member also queried why the auditors had not concluded that recommendations on internal controls were required when the Committee itself received regular reports proposing various controls to respond to various risks and issues raised by Council officers. Ms Nutley advised that the scope of the external audit was different to local management action which had a much wider remit; in terms of the requirements of external audit, it had been judged that there were no significant issues to report.

The Member referred to the significant swing in the valuation of pension fund investments from one year to the next, which he had assessed as approximately £80m. Ms Nutley advised that the external auditors relied on the work of the fund actuary which was itself monitored through national arrangements. The figures provided by the actuary had been much as the auditors expected and this scale of movement in investment valuation was in-keeping with many other local government pension funds. Mr McLeod added the assumptions of a range of local government pension fund actuaries, who applied the "IAS 19" standard, had been considered and these were comparable and consistent; the external auditors were alert to such actions as an authority asking an actuary to vary valuation assumptions, but this had not occurred with Harrow and therefore they considered the valuation provided to be acceptable. The Member felt that this amounted to the auditors checking the process rather than the actual valuation figures themselves; he asked whether he could contact the auditors for more detail about this and this was agreed.

Another Member asked about the external auditors' assessment of the decision-making processes related to the Council's regeneration programme since this had been subject to a limited assurance internal audit and a special external review. Ms Nutley underlined that these reviews were about decision-making arrangements prior to the financial year now subject to audit (2018-19). However, the regeneration strategy had been considered in discussions with the Director of Finance and work done on issues relevant to the audit. The Head of Internal Audit confirmed that she had brought a report to the Committee on the issues raised in the reviews of decision-making. The Member wished to register his disappointment that the external auditors had not also addressed the concerns about the regeneration programme as he considered it would have been helpful to the Council to have their perspective. The Head of Internal Audit advised that it was important that the work of her team did not duplicate that of the external auditors, and the regeneration programme had been subject to separate reviews and her own full report to the Committee; in response to the Chair's question, she confirmed that the various actions recommended in her report were being implemented.

Ms Nutley turned to the pension fund accounts, reporting that the Council had presented a good quality set of accounts and helpful working papers as background; only minimal disclosure errors had been identified and the external auditors would be in a position to issue an unqualified opinion in due course.

A Member queried what appeared to be different figures for the Council's contributions to the pension fund as between the Council's accounts and the Pension Fund accounts. The Treasury and Pensions Manager advised that the £22m figure in the authority's accounts reflected the actuary's estimate of contributions while the £19m figure was the actual employers' contributions; he referred the Member to Note 7 (analysis of contributions receivable) as the explanation. The Member suggested this item might have to be addressed in the accounts as a "related party transaction" and in response, Ms Nutley agreed to check this point.

The Chair was pleased at the external auditors' acknowledgement of the quality of officers' work on the accounts, and at the positive assessment of the Council's financial management reflected in the auditors' provisional judgements; he considered this to be a significant achievement especially against a background of severe financial pressures on local government.

RESOLVED:

- a) That the reports of the External Auditor on matters arising from the audit of the Statement of Accounts 2018-19 and the Pension Fund Annual Report 2018-19 (appendix 4) be noted;
- b) That the Statement of Accounts 2018-19 at appendix 1 (which are subject to the issue of the audit opinion) and the Pension Fund Annual Report 2018-19

at appendix 2, be approved and that the Chair be authorised to sign the accounts;

- c) That the Director of Finance, following consultation with the Chair, be authorised to make any final amendments to the Statement of Accounts and Pension Fund Annual Report arising from the external audit prior to the issue of the audit opinion and signing of the accounts by the auditor; and
- d) That the Summary Statement of Accounts 2018-19 (appendix 3) be noted.

69. Annual Governance Statement

The Head of Internal Audit introduced the report, highlighting its key aspects.

RESOLVED:

That the Annual Governance Statement 2018/19 be noted in line with the Committee's terms of reference and that it be recommended for approval by the Leader and Chief Executive.

70. INFORMATION REPORT - Internal Audit and Corporate Anti-Fraud Year End Reports 2018/19

The Head of Internal Audit and Head of the Corporate Anti-Fraud Team introduced the report, highlighting the main issues arising.

In response to a Member's question, the Head of Internal Audit advised that it had taken longer than expected to complete the review of the Kingsley School budget management issue; a report would be brought to the next meeting of the Committee.

A Member queried the timescale for establishing a methodology for assessing fraud losses. The Head of the Corporate Anti-Fraud Team advised that, due to staff vacancies, it had not proved possible to advance this work, but he was confident it would be completed in 2019-20; the Council made use of best practice examples from other authorities.

In response to a Member's question about the procedures used for recovering losses suffered through fraud and the sums involved, the Head of the Corporate Anti-Fraud Team reported that the actual recovery of losses was handled by the relevant service department, but his team would make recommendations on future controls, processes and safeguards, and advising on any specialist mechanism such as the Proceeds of Crime legislation. He underlined that as much as 90% of the identified total loss figure was notional

and based on the value of accommodation occupied fraudulently; equally, there were cases where the discovery of a fraud could mean the loss of an income opportunity, for example, where a Right-to-Buy purchase was stopped leading to the “loss” of the capital receipt but a “saving” of the discount to the purchaser.

In response to the Chair’s questions, the following information was provided:

- a) The Community Directorate had been subject to the highest number of amber and red reviews in 2018-19, but it was not known if this was part of a particular trend from previous years;
- b) The target for the recovery of social housing units was generated by a formula linked to staff resources available; the Housing Revenue Account funded a dedicated post and even though the Harrow Council housing stock was relatively small, it was difficult to cover the cases which arose;
- c) The priorities for anti-fraud work were driven by the annual risk assessment, advice from service departments and national reports on topical issues; the Council took these into account in deciding which areas to focus on.

RESOLVED:

That the report be noted.

71. Any Other Urgent Business

A Member raised the question of the considerable length of the agenda for this meeting which had made it very difficult for Members to prepare for discussion of the items, especially in view of the technical nature of much of the information; he suggested that this should be addressed for future meetings so that agendas were more manageable. The Chair asked the Corporate Director, Resources to address this point in discussion with Democratic Services.

(Note: The meeting, having commenced at 7.35 pm, closed at 9.52 pm).

(Signed) COUNCILLOR DAVID PERRY
Chair



**REPORT FOR: GOVERNANCE, AUDIT,
RISK MANAGEMENT and
STANDARDS COMMITTEE**

| | |
|-----------------------------|-------------------------------------|
| Date of Meeting: | 16 September 2019 |
| Subject: | Draft GARMS Committee Annual Report |
| Responsible Officer: | Dawn Calvert – Director of Finance |
| Exempt: | No |
| Wards affected: | ALL |
| Enclosures: | Appendix 1 – Draft Annual Report |

Section 1 – Summary and Recommendations

This report sets out the draft GARMS Committee Annual Report for Council in compliance with the requirements of the GARMS Committees Terms of Reference.

Recommendations:

The Committee is requested to:

- Consider the draft report attached at Appendix 1;
- Provide any comments/changes required to the report;
- Agree any recommendations the Committee may wish to make as part of the report;
- To delegate to the Head of Internal, in consultation with the Chair, the production of a foreword to be added to the report;
- Agree, subject to the above, for the report to be presented to Council.

Section 2 – Report

Background

- 2.1 As part of the 2017/18 annual governance review it was identified that the audit committee role, undertaken by the GARMS Committee, had not been specifically reviewed against best practice, as contained in CIPFA guidance, for several years. This was identified as a minor governance gap and to address this an Internal Audit review of the audit committee was included in the 2018/19 Internal Audit Plan, and undertaken in Q2/Q3 of that year.
- 2.2 The draft Internal Audit report outlining the findings of the review was presented to the Committee in December 2018. The report's recommendations were agreed overall at the meeting with members indicating that they would wish to add more detailed information into the action plan as it progressed.
- 2.3 The proposed final report was therefore presented and suggested ways to progress the agreed recommendations agreed at the April 2019 Committee meeting.
- 2.4 One of the key recommendations in report was for the Committee to produce an Annual Report on its performance for those charged with governance: the Council and a template for the report was agreed. This requirement was also included in the Committee's update Terms of Reference as a result of the review and agreed by Council in February 2019.

Draft Annual Report

- 2.5 The proposed draft Annual Report is attached at Appendix 1 for the Committee's consideration, input and agreement.

Legal Implications

There are no legal implications.

Financial Implications

There are no financial implications.

Risk Management Implications

Risk included on Directorate risk register? No

Separate risk register in place? No

If an Annual Report is not provided to Council the Committee will not be fulfilling their Terms of Reference and will not be complying with best practice as set out in the CIPFA guidance.

Equalities implications / Public Sector Equality Duty

Was an Equality Impact Assessment carried out? No (n/a)

Council Priorities

The GARMS Committee contributes to all the corporate priorities by enhancing the robustness of the control environment and governance mechanisms that directly or indirectly support these priorities.

Section 3 - Statutory Officer Clearance

| | | |
|-----------------------|-------------------------------------|-------------------------------------|
| Name: Dawn Calvert | <input checked="" type="checkbox"/> | Chief Financial Officer |
| Date: 04/09/19 | | |
| Name: Caroline Eccles | <input checked="" type="checkbox"/> | on behalf of the Monitoring Officer |
| Date: 04/09/19 | | |

| | | |
|-----------------------|-------------------------------------|--------------------|
| Name: Charlie Stewart | <input checked="" type="checkbox"/> | Corporate Director |
| Date: 03/09/19 | | |

| | |
|-----------------------------------|-----------|
| Ward Councillors notified: | NO |
|-----------------------------------|-----------|

Section 4 - Contact Details and Background Papers

Contact: Susan Dixon, Head of Internal Audit & Corporate Anti-Fraud, 02084241420

Background Papers: None

**Annual Report of Harrow Council's Governance Audit, Risk
Management & Standards Committee**

2018/19

Chairs Foreword

Anything the Chair would like to say about the committee, anything within the report he would like to draw attention to, any thanks etc. To be agreed.

Introduction

1. The purpose of the Governance, Audit, Risk Management and Standards (GARMS) committee is to provide independent assurance to the members of the adequacy of Harrow Council's governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place. It also acts as the Standards Committee.

Terms of Reference and Membership

2. The Committee's Terms of Reference were reviewed and updated during 2018/19 as part of the Internal Audit review of the Committee against the CIPFA guidance 'Audit Committees – Practical Guidance for Local Authorities & Police 2018'. The changes to the Terms of Reference were recommended to Council by the GARMS Committee at the December meeting and were approved by Council on 28/02/19.
3. The updated Terms of Reference requires the Committee:
 - To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements, and internal and external audit functions.
 - To report to full Council on an annual basis on the committee's performance in relation to the terms of reference and the effectiveness of the committee in meeting its purpose.
 - To publish an annual report on the work of the committee.
4. The membership of the Committee for 2018/19 consisted of the following:
 - Councillor David Perry (Chair)
 - Councillor Ghazanfar Ali
 - Councillor Peymana Assad
 - Councillor Maxine Henson
 - Councillor Philip Benjamin
 - Councillor Amir Moshenson
 - Councillor Kanti Rabadia (Vice-Chair)

5. The Committees membership rules state that:
 - An Elected Mayor, the Leader or a member of the Executive may not be Members;
 - The Chair of the Committee must not be a Member of the Executive;

These rules were complied with during 2018/19.

6. The Committee usually meets 5 times a year (April, July, September, November/December and January) however during 2018/19 the April meeting was cancelled due to the local elections.

The Committee's Programme of Work

7. The Committee has a broad remit that includes:
 - Governance
 - Risk Management
 - Countering Fraud and Corruption
 - Internal audit
 - External audit
 - Financial reporting
 - Treasury Management
 - Health & Safety
 - Standards
8. There is comprehensive programme of work and the table below shows the reports that were considered by the Committee during the year and decisions/resolutions made. The following sections provide further detail on each area.

Governance

9. The role of the GARMS Committee in relation to governance is:
 - To review the Council's corporate governance arrangements against the good governance framework, including the ethical framework and consider the local code of governance.
 - To review the Annual Governance Statement (AGS) prior to approval and consider whether it properly reflects the risk environment and supporting assurances and legal and financial advice, taking into account internal audit's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control.
 - To monitor the progress of agreed actions to close significant governance gaps.
 - To consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.

- To consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the Council.
 - To review the governance and assurance arrangements for significant partnerships.
10. To achieve this in 2018/19 the committee received a report on the 2017/18 Annual Governance Statement that included an Evidence Table detailing the assurances obtained to support the statement. This included assurances from the Council's Legal and Finance teams, assurance on arrangements to secure vfm, assurance on how the Council's framework of assurance addresses the risks and priorities of the Council and assurances on arrangements for the Council's significant partnerships.
11. The Head of Internal Audit's opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control and the rationale behind it was reported to the committee at the same meeting as part of the Internal Audit Year-end report and was also included in the Annual Governance Statement. The opinion stated that:

The adequacy and effectiveness of organisation's control environment for the 2017/18 financial year has been assessed as "good".

The statement itself detailed progress on the significant gaps identified as part of the 2016/17 Annual Governance Statement.

Risk Management

12. The role of the committee in risk management is:
- To review the Council's risk management strategy.
 - To monitor the effective development and operation of risk management in the Council via the review of the Council's Corporate Risk Register on a regular basis.
 - To monitor progress in addressing risk-related issues reported to the committee.
13. During 2018/19 the committee received two reports on risk management, one covering the annual refresh process of the Corporate Risk Register and the agreed Quarter 1 register and the other covering the Quarter 2 and Quarter 3 updates of the register. The Quarter 4 updated register was presented to the committee's April 2019 meeting. These reports enabled the committee to monitor progress of risk-related issues facing the Council.
14. The Council's risk management strategy was not presented to the committee during 2018/19, although it was previously approved by the committee, as it was

not reviewed/updated during this time. The strategy is however currently under review by officers and will be presented to the committee for review during 2019/20.

Countering Fraud and Corruption

15. The role of the GARMS Committee in relation to countering fraud and corruption is:

- To monitor the counter-fraud strategy, actions and resources and the Council's approach to tackling fraud and corruption and promote an anti-fraud culture.
- To review and approve the annual Corporate Anti-Fraud Team Plan.
- To consider reports from the Head of Internal Audit/ Corporate Anti-Fraud Manager on the Corporate Anti-Fraud Team's performance at mid-year and at year-end.

16. During 2018/19 the committee received reports on the corporate anti-fraud plan of work for 2018/19, the year-end report covering the output and performance of the Corporate Anti-Fraud Team for 2017/18 as well as an outline of fraud referrals made during the year, a summary of the fraud risk register and progress against the fraud strategy. A mid-year report on progress against the 2018/19 agreed plan of work was also considered.

Internal Audit

17. The role of the committee in relation to internal audit is:

- To approve the internal audit charter and support the independence of Internal Audit.
- To review proposals made in relation to the appointment of external providers of internal audit services and to make recommendations.
- To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.
- To approve significant interim changes to the risk-based internal audit plan and resource requirements.
- To make appropriate enquiries of both management and the Head of Internal Audit to determine if there are any inappropriate scope or resource limitations.
- To consider any impairments to independence or objectivity arising from additional roles or responsibilities outside of internal auditing of the Head of Internal Audit.
- To approve and periodically review safeguards to limit such impairments.

- To consider reports from the Head of Internal Audit on internal audit's performance at mid-year and year-end, including the performance of external providers of internal audit services.
 - To consider Red and Red/Amber assurance reports and summaries of specific internal audit reports as requested.
 - To contribute to the Quality Assurance Improvement Programme and in particular, to the external quality assessment of internal audit that takes place at least once every five years.
 - To consider the report on the effectiveness of internal audit contained within the AGS.
 - To provide free and unfettered access to the GARMS Committee Chair for the Head of Internal Audit, including the opportunity for a private meeting with the committee.
18. The internal audit charter is presented and approved by the GARMS Committee on an annual basis, in 2018/19 this went to the July meeting along with the internal audit plan of work for 2018/19 for approval. (This report would normally be presented to the April meeting of the GARMS Committee i.e. at the beginning of the financial year; however the April 2018 meeting was cancelled due to the local elections.) This report also covered the independence of internal audit outlining the additional roles and responsibilities of the Head of Internal Audit e.g. for the Corporate Anti-Fraud Team, Risk Management and the annual governance process and how the impact on objectivity is being mitigated. In addition the report covered internal audit's resource requirements and the approach to using other sources of assurance.
19. A mid-year report on the performance of internal audit against the agreed plan was provided in January 2019 along with proposed changes to the agreed 2018/19 plan:
- to create capacity to deal with emerging risks;
 - to reflect the reduction in overall internal audit resources as a result of a vacant post;
 - as a result of a planned action in another part of the Council not being completed on which the review was reliant.
20. The committee considered 5 red or red/amber assurance internal audit reports and 1 follow-up of a red assurance report from the 2017/18 internal audit plan at its meeting in September 2018 as well as 2 such reports in December and 1 report in January 2019 from the 2018/19 plan.
21. The Annual Governance Statement that includes a report on the effectiveness of internal audit was considered and approved by the committee in July 2018 (as above).

22. The Head of Internal Audit is provided with free and unfettered access to the GARMS Committee Chair and met once privately with him during 2018/19.
23. During 2018/19 there were no new proposals made in relation to the appointment of external providers of internal audit services and no external providers were used during the year.

External Audit

24. The committee's role in relation to external audit is:
- To support the independence of external audit through consideration of the external auditor's annual assessment of its independence and review of any issues raised by Public Sector Audit Appointments (PSAA).
 - To consider the external auditor's annual letter, relevant reports and the report to those charged with governance.
 - To consider specific reports as agreed with the external auditor.
 - To comment on the scope and depth of external audit work and to ensure it gives value for money.
 - To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.
 - To scrutinise/comment on the External Audit plan and fees.
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 - To monitor progress against the External Audit plan and receive summaries of audit work completed and key recommendations.
 - To review the management response to external audit recommendations and progress on implementation of recommendations.
 - To recommend action where external audit recommendations are not being implemented.
25. The external auditor's assessment of their independence was included in KPMG's External Audit Report 2017/18 presented to the committee in July 2018 however no issues were raised by the PSAA. This report provided information on the progress of the external auditor's work on the financial statements and the value for money conclusion. The draft Management Letter for 2017/18 prepared by the external auditors was also provided at this meeting.
26. The Annual Audit Letter for 2017/18 was presented to the September meeting of the committee providing an unqualified opinion on the Authority's financial statements for 2017/18 and an unqualified conclusion on the Authority's arrangements to secure value for money (VFM conclusion) for 2017/18. No recommendations were made for 2017/18.

27. New external auditors (Mazars) were appointed for the new financial year (2018/19) by the PSAA and their first report covering plans for 2018/19 and their fees was presented to the committee in January 2019.

Financial Reporting

28. The role of the committee in relation to financial reporting is:
- To review the annual statement of accounts prior to approval and satisfy themselves that appropriate steps have been taken to meet statutory and recommended professional practices. Specifically to:-
 - review the narrative report to ensure consistency with the statements and the financial challenges and risks facing the authority in the future;
 - review whether the narrative report is readable and understandable by a lay person;
 - review the key messages from each of the financial statements and evaluating what that means for the authority in future years;
 - monitor trends and review for consistency with what is known about financial performance over the course of the year;
 - review the suitability of accounting policies and treatments;
 - seek explanations for changes in accounting policies and treatments;
 - review major judgemental areas, e.g. provisions or reserves;
 - seek assurances that preparations are in place to facilitate the external audit.
 - To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.
29. The committee received one report on financial reporting during 2018/19 on the statement of accounts including the narrative report. In previous years the committee had received two reports, a draft statement of accounts for review and comments and a final statement of accounts for approval however the deadline for publishing the statement of accounts was brought forward from September to July in 2018. The new earlier deadline meant that GARMS Members did not have a scheduled meeting to review and ask questions on the draft Statement of Accounts. To enable Members to have the same opportunity of discussing the draft Statement of Accounts, all Members were offered a training session with the technical finance team and also provided with the opportunity to ask further questions before they were formally presented to the committee.
30. The publishing of the Statement of Accounts makes public the Council's financial performance for the year of account. They provide public information on the

Council's financial performance, and are a substantial part of the process by which the Council is held accountable to the public for the proper management and stewardship of the Council's resources.

31. The external audit report on the accounts was appended to this report as described in the section on external audit above.

Treasury Management

32. The committee's role in treasury management is:
- To review the Treasury Management strategy and monitor progress on treasury management in accordance with CIPFA codes of practice.
33. The committee considered three reports on Treasury Management during the year, the 2017/18 outturn report in July, the strategy statement and annual investment strategy mid-year review 2018/19 in December and the treasury management strategy in January 2019.

Health & Safety

34. In relation to Health & Safety the committee are required by their terms of reference:
- To review the Council's Health and Safety arrangements and oversee progress on Health and Safety.
35. During the year the committee was asked to approve the Health & Safety policy and received the Annual Health & Safety report summarised the Council's health and safety performance for 2017/18 and providing an update of activities together with statistics on training, audits and accidents, including schools.

Standards

36. The committee's role in promoting and maintaining high standards of conduct by Councillors and an overview of Standards items considered during the year.
- Promoting and maintaining high standards of conduct by Councillors, co-opted members and "church" and parent governor representatives.
 - Assisting Councillors, co-opted members and "church" and parent governor representatives to observe the Members' Code of Conduct.
 - Advising the Council on the adoption or revision of the Members' Code of Conduct.
 - Monitoring the operation of the Members' Code of Conduct.
 - Developing and recommending local protocols to the Council to supplement the Members' Code of Conduct.

- Enforcing local protocols and applying sanctions in respect of breaches as appropriate.
- Advising, training or arranging to train Councillors, co-opted members and “church” and parent governor representatives on matters relating to the Members’ Code of Conduct.
- Granting dispensations to Councillors, co-opted members and “church” and parent governor representatives from requirements relating to interests set out in the Members’ Code of Conduct.
- To keep under review and amend, as appropriate, the Protocol on Councillor/Officer Relations.
- To keep under review the Officer Code of Conduct and, after consultation with unions representing staff, make recommendations to Council for amendment or addition.
- To receive reports and keep a general overview of probity matters arising from ombudsman investigations, Monitoring Officer reports, reports of the Chief Financial Officer and Audit Commission.
- To have oversight of the Council’s Whistleblowing Policy.
- To agree the policy for decisions on payments to those adversely affected by Council maladministration (under section 92 Local Government Act 2000).
- To establish sub-committees and working groups to deal with complaints that a member or a co-opted member has failed to comply with the Council’s Code of Conduct.
- To consider any application received from any officer of the Authority for exemption from political restriction under Sections 1 and 2 of the Local Government and Housing Act 1989 in respect of the post held by that officer and may direct the Authority that the post shall not be considered to be a politically restricted post and that the post be removed from the list maintained by the Authority under Section 2(2) of that Act.
- Upon the application of any person or otherwise, consider whether a post should be included in the list maintained by the Authority under Section 2(2) of the 1989 Act, and may direct the Authority to include a post in that list.
- On referral from the Monitoring Officer, to decide whether to take action against a member for breach of the Code of Conduct and if so, to decide what action should be taken.

37. No reports on standards were submitted to the committee during 2018/19.

Conclusion

38. The Committee has successfully fulfilled its purpose/roles and responsibilities as outlined in its agreed Terms of Reference.

Recommendations

Any recommendations the Committee may wish to make (to be agreed).

Programme of Work 2018/19

| Meeting | Report subject | Reports Considered | Description of Reports/Decisions |
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| 17/04/18 | | Meeting cancelled due to the local elections | |
| 17/07/18 | HS | Health & Safety Policy | <p>The Committee considered a report of the Corporate Director Community which sought approval for a refreshed health and safety policy for the Council.</p> <p>RESOLVED: That the Health and Safety Policy be approved.</p> |
| | HS | Health & Safety Annual Report (Information Report) | <p>The Committee considered a report which summarised the Council's health and safety performance for the year 1 April 2017 to 31 March 2018. It provided an update of activities together with statistics on training, audits and accidents, including schools.</p> <p>RESOLVED: That the report be noted.</p> |
| | TM | Treasury Management Outturn (Information Report) | <p>The Committee received a report which summarised treasury management activities in the 2017-18 financial year. It was noted that at its meeting on 21 June 2018 Cabinet had noted the outturn position for treasury management and had referred it to this Committee for review.</p> <p>RESOLVED: That the report be noted.</p> |
| | FR/EA | Statement of Accounts 2017-18 <ul style="list-style-type: none"> • SOA 2017-18 Draft | <p>The Committee received a report which set out the Council's draft financial accounts for 2017-18, together with the Pension Fund</p> |

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| | <p>Gov</p> | <ul style="list-style-type: none"> • Draft Pension Fund Final Accounts 2017-18 • Appendix 1 Governance Compliance Statement March 2018 • Appendix 2 Communication Policy March 2018 • Appendix 3 LGPS Brief Guide April 2018 • Appendix 4 Investment Strategy Statement March 2018 • Appendix 5 Funding Strategy Statement March 2018 • Appendix 6 Summary Statement of Accounts 2017-18 Draft • Appendix 7 LB Harrow 2017-18 LG ISA260-Draft • LBH Draft Management Letter 2017-18 <p>Annual Governance Statement 2017-18</p> <ul style="list-style-type: none"> • AGS 2017-18 • Governance review Evidence Table 2017-18 | <p>annual report.</p> <p>RESOLVED: To</p> <p>(1) note the reports of the External Auditor on matters arising from the audit of the Statement of Accounts 2017-18 and the Pension Fund Annual Report 2017-18;</p> <p>(2) approve the audited Statement of Accounts 2017-18 and note the Pension Fund Annual Report 2017-18 and authorise the signing thereof by the Chair;</p> <p>(3) authorise the Director of Finance, following consultation with the Chair, to make any final amendments to the Accounts and Pension Fund Annual Report arising from the external audit prior to the signing of the accounts by the auditor; and</p> <p>(4) note the Summary Statement of Accounts 2017-18.</p> <p>The Committee received the Council’s Annual Governance Statement (AGS) for 2017-18 which had been produced in accordance with the Accounts and Audit Regulations 2015.</p> <p>Members noted that whilst the Audit Committee broadly complied with CIPFA’s best practice it had not been specifically reviewed against CIPFA best practice for several years so was included in the internal audit 2018/19 plan.</p> <p>RESOLVED: That the Annual Governance Statement for 2017/18 be approved.</p> |
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| 34 | IA/CFC | <p>Internal Audit and Corporate Anti-fraud Annual Plan 2018-19</p> <ul style="list-style-type: none"> • IA-CAFT Plan 2018-19 • Harrow Internal Audit Charter March 2018 • IA Peer Review final report | <p>The Committee received the Internal Audit and Corporate Anti-Fraud Plans for 2018/19.</p> <p>RESOLVED: That the Internal Audit and Corporate Anti-Fraud Plans for 2018/19 and the Internal Audit charter be approved in accordance with the Public Sector Internal Audit Standard 2020 Communication and Approval.</p> |
| | IA/CFC | <p>Internal Audit and Corporate Anti-fraud Year-end report 2017/18 (Information Report)</p> <ul style="list-style-type: none"> • Appendix 1 - IA Year-end report • Appendix 2 - IA Output against plan • Appendix 3 - CAFT Year End Report 17-18 • Appendix 4 - 2017-18 CAFT fraud referrals year end • Appendix 5 - Fraud Risk Register Summary • Appendix 6 - 2016-19 Strategy progress report | <p>The Committee received the 2017/18 year end Internal Audit and Corporate Anti-Fraud Plans which included the Head of Audit's overall annual audit opinion on the control environment.</p> <p>RESOLVED: That the report be noted.</p> |
| | RM | <p>2018-19 Refreshed Corporate Risk Register Quarter 1 (Part II Information Report)</p> <ul style="list-style-type: none"> • CSB approved Refreshed Corporate Risk Register Q1 , • Corporate Risk Register Refresh | <p>The Committee considered a report which set out the Council's 2018/19 Refreshed Corporate Risk Register for quarter 1 of the financial year in order to monitor progress on risk management.</p> <p>RESOLVED: That the report be noted.</p> |
| 04/09/18 | IA | <p>Audit Committee Review (Information Report)</p> <ul style="list-style-type: none"> • Audit Committee Review Terms of Reference • CIPFA Audit Committees – Practical Guidance | <p>The Committee received a report which outlined the approach to be taken to the Internal Audit review of the Audit Committee agreed as part of the 2018/19 Internal Audit Plan.</p> |

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| | | for Local Authorities & Police 2018 | <p>It was noted that, as part of the review, the Committee would undertake a self-assessment against the CIPFA guidance facilitated by the Head of Internal Audit and Corporate Anti-Fraud. The results would be reported to the next Committee meeting together with a proposed action plan. In addition, a review of the Terms of Reference would be undertaken by the Head of Internal Audit and Corporate Anti-Fraud and the results and any suggested improvements would be submitted to the next meeting.</p> <p>RESOLVED: That the report be noted.</p> |
| | EA | <p>Annual Audit Letter</p> <ul style="list-style-type: none"> • LBH Annual Audit Letter 2017-18 | <p>The Committee received a report on the Annual Audit Letter from the Council's external auditors.</p> <p>RESOLVED: That the report be noted.</p> |
| | IA | <p>Internal Audit Red Assurance Reports (Part II Information Report)</p> <ul style="list-style-type: none"> • Adult Residential Final Report • Cash Personal Budgets Final Report • Cash Personal Budgets Follow Up Report • Welldon Park Primary Gov and Financial Controls Final Report • Welldon Park Teaching Assistants Final Audit Report • Regeneration Programme Final Report | <p>The Committee received a report on the final red or red/amber assurance reports undertaken by Internal Audit as part of the 2017/18 Internal Audit Plan and reported at a high level in the Year End Report presented at the last GARMS meeting in July.</p> <p>The Committee requested the attendance of officers from the reviewed departments at future meetings.</p> <p>The Committee scrutinised the review reports and made comments and asked questions which were responded to by the officers</p> |

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| | | | RESOLVED: That the report be noted. |
| 05/12/18 | IA | <p>Audit Committee Review</p> <ul style="list-style-type: none"> • Appendix 1 Audit Committee Review – Draft Internal Audit report • Appendix B Audit Committee Self-assessment • Appendix C – Current GARMS Committee ToR • Appendix D Proposed GARMS Committee ToR | <p>The Committee received a report which outlined the draft findings and recommendations of the Internal Audit review of the Audit Committee as agreed as part of the 2018/19 Internal Audit Plan.</p> <p>Resolved to RECOMMEND: (to Council)</p> <p>That the revised Terms of Reference as attached be approved.</p> <p>RESOLVED: That the recommendations in the draft Internal Audit report be agreed.</p> |
| 36 | TM | Treasury Management Strategy Statement and Annual Investment Strategy: Mid-year Review 2018/19 | <p>The Committee received a report on the mid-year review of treasury management activities for 2018/19.</p> <p>RESOLVED: That</p> <p>(1) the report be noted;</p> <p>(2) the Director of Finance verbally report to Cabinet on the reason for the discrepancy between tables 4 and 5 HRA capital expenditure estimate of £2.739k against a forecast of £10380k in table 4.</p> |
| | IA | <p>Internal Audit Red Assurance Reports (Part II Information Report)</p> <ul style="list-style-type: none"> • Appendix 1 Final Report - Waste • Appendix 2 Final report - SNT | <p>The Committee received a report on two final red or red/amber assurance reports undertaken by Internal Audit as part of the 2017/18 Internal Audit Plan and reported at a high level in the Year End Report presented to CSB and GARMS in July.</p> <p>The Committee scrutinised the review reports and made comments</p> |

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| | | | and asked questions which were responded to by the officers. RESOLVED: That the report be noted. |
| 29/01/19 | EA | External Audit Plans 2018-19 (Information Report) <ul style="list-style-type: none"> • LB Harrow Main ASM 2018-19 Final • LBHarrow Pension Fund ASM 2018-19 Final | The Committee received a report on the External Audit Plans for 2018/19. The report summarised how the external audit of the Council's accounts and Pension Funds for 2018/19 would be conducted and the key aspects of the audit plan. The Chair informed the Committee that he had met with the Auditors and that there would be opportunities for them to meet with Members of the Committee at an appropriate time. RESOLVED: That the report be noted. |
| | EA | External Audit Report on Returns and Certifications 2017/18 <ul style="list-style-type: none"> • LB Harrow Grants Annual Report 2017-18 Final | The Committee received the annual report on grants and returns 2017/18 which included a summary of the outcome of returns with regard to Teachers' Pension Return, the Pooling of Housing Capital Receipts return, and the Housing benefits Grant claim. RESOLVED: That the Audit report on Grant and Returns Certifications 2017/18 be noted. |
| | TM | Treasury Management Strategy Statement including Prudential Indicators, Minimum Revenue Provision Policy Statement, Annual Investment Strategy for 2019/20 and Corporate Strategy | The Committee received a report which set out the Council's Treasury Management Strategy Statement which included the Prudential Indicators, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2019/20 and the Annual Capital Strategy. |

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| 38 | IA/CFC | <ul style="list-style-type: none"> Final GARMS TMSS Appendix H Draft Capital strategy 19-20 <p>Internal Audit and Corporate Anti-Fraud Mid -Year Report and Plan Update 2018-19 (Information Report)</p> <ul style="list-style-type: none"> Appendix 1 - 18-19 Mid- Year Report Appendix 2 CAFT Mid- Year Report 18-19 Appendix 3 2018-19 CAFT fraud referrals mid-year | <p>RESOLVED: That the report be noted. (this is not right – it is a decision report!)</p> <p>The Committee considered a report that set out progress against the 2018/19 Internal Audit and Corporate Anti-fraud plans. The report also covered progress in Quarters 3 and 4 and an update on the Internal Audit annual plan.</p> <p>RESOLVED: That the report be noted.</p> <p>The Committee received a confidential report which set out the Council’s 2018/19 Corporate Risk Register for quarter 3 of the financial year to enable progress on risk management to be monitored in accordance with the Committee terms of reference.</p> <p>RESOLVED: That the report be noted.</p> <p>The Committee considered a red final red assurance report undertaken by Internal Audit as part of the 2018/19 Internal Audit Plan and two follow-ups of red or red/amber reports issued as part of the 2017/18 Internal Audit Plan to help fulfil the Committee’s purpose to provide assurance to the Members of the adequacy of the Council’s governance, risk management and control framework.</p> <p>RESOLVED: That the report be noted.</p> |
| | RM | <p>2018-19 Corporate Risk Register Q3 (Part II Information Report)</p> <ul style="list-style-type: none"> GARMS Updated Q3 18-19 Corporate Risk Register | |
| | IA | <p>Internal Audit Red Assurance Reports (Part II Information Report)</p> <ul style="list-style-type: none"> Appendix 1 Internal Audit Assurance Ratings Appendix 2 Regeneration Final Report Appendix 3 Distinction between Compliance and Audit | |

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