

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

**DATE:** Tuesday 21 January 2020

**TIME:** 7.30 pm

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

## **MEMBERSHIP** (Quorum 3)

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**Chair:** Councillor David Perry

### **Councillors:**

Ghazanfar Ali	Philip Benjamin
Peymana Assad	Amir Moshenson
Kairul Kareema Marikar	Kanti Rabadia (VC)

### **Reserve Members:**

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- |                  |                  |
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| 1. Maxine Henson | 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](mailto: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:  
<http://www.harrow.gov.uk/site/scripts/location.php>.

## Filming / recording of meetings

The Council will audio record Public and Councillor Questions. The audio recording will be placed on the Council's website.

Please note that proceedings at this meeting may be photographed, recorded or filmed. If you choose to attend, you will be deemed to have consented to being photographed, recorded and/or filmed.

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

## Meeting access / special requirements.

The Civic Centre is accessible to people with special needs. There are accessible toilets and lifts to meeting rooms. If you have special requirements, please contact the officer listed on the front page of this agenda.

An induction loop system for people with hearing difficulties is available. Please ask at the Security Desk on the Middlesex Floor.

**Agenda publication date: Monday 13 January 2020**

# 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. CHANGE OF MEMBERSHIP

To note the appointment of Councillor Kairul Kareema Marikar as a member of the Committee and Councillor Maxine Henson as a Reserve

## 3. 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.

## 4. MINUTES (Pages 7 - 12)

That the minutes of the meeting held on 16 September 2020 be taken as read and signed as a correct record.

## 5. 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, Thursday 16 January 2020. Questions should be sent to [publicquestions@harrow.gov.uk](mailto:publicquestions@harrow.gov.uk)**

**No person may submit more than one question].**

## 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. INFORMATION REPORT - EXTERNAL AUDIT REPORT ON GRANTS AND RETURNS CERTIFICATIONS 2018-19** (Pages 13 - 20)

Report of the Director of Finance

**10. INFORMATION REPORT - EXTERNAL AUDIT PLANS 2019-20** (Pages 21 - 56)

Report of the Director of Finance

**11. TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY: MID-YEAR REVIEW 2019/20** (Pages 57 - 74)

Report of the Director of Finance

**12. INFORMATION REPORT - REMOVAL OF RISK BASED VERIFICATION IN THE ADMINISTRATION OF HOUSING BENEFIT AND COUNCIL TAX SUPPORT** (Pages 75 - 100)

Report of the Director of Finance

**13. HEALTH AND SAFETY DELEGATIONS** (To Follow)

Report of the Corporate Director Community

**14. INTERNAL AUDIT AND CORPORATE ANTI-FRAUD MID-YEAR REPORT AND QUARTER 3 UPDATE** (Pages 101 - 128)

Report of the Director of Finance

**15. 2020/21 INTERNAL AUDIT PLANNING PROCESS** (Pages 129 - 134)

Report of the Director of Finance

**16. ANY OTHER URGENT BUSINESS**

Which cannot otherwise be dealt with.

## 17. EXCLUSION OF THE PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting for the following items 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>
18.	Appendix A to Harrow RDV Policy	Information under paragraph 7 in that it contains information relating to any action to be taken in connection with the prevention of crime
19.	INFORMATION REPORT - Quarter 3 2019/20 Corporate Risk Register	Information under paragraph 3 in that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).
20.	Red Assurance Internal Audit Reports	Information under paragraph 3 in that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

## AGENDA - PART II

### 18. HARROW RDV POLICY (Pages 135 - 142)

Appendix to the report of the Director of Finance

### 19. INFORMATION REPORT - QUARTER 3 2019/20 CORPORATE RISK REGISTER (Pages 143 - 162)

Report of the Director of Finance

### 20. INFORMATION REPORT - RED ASSURANCE INTERNAL AUDIT REPORTS (Pages 163 - 216)

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.]