

LONDON BOROUGH OF HARROW COMMITTEE MEMBERSHIPS 2012/13

(Membership in order of political group nominations)

(I) GOVERNANCE, AUDIT & RISK MANAGEMENT COMMITTEE (7)

	<u>Labour</u>	<u>Conservative</u>
	(4)	(3)
I. Members	Susan Anderson Mano Dharmarajah Bill Phillips (CH) Victoria Silver	Amir Moshenson Chris Mote Richard Romain *
II. Reserve Members	Ben Wealthy Ajay Maru Krishna Suresh Varsha Parmar	Tony Ferrari Stephen Wright Anthony Seymour

(CH) = Chair

* Denotes Group Members for consultation on Delegated Action and/or administrative matters.

GOVERNANCE, AUDIT AND RISK MANAGEMENT COMMITTEE

The Governance Audit and Risk Management Committee has the following powers and duties:

- a) To ensure that the Council's governance framework is in line with current guidance and best practice
- b) To review the Council's governance framework and annual improvement plan and monitor progress
- c) To review the Council's risk management strategy and monitor progress on risk management
- d) To monitor the Council's insurance arrangements
- e) To review the Council's emergency planning and business continuity arrangements and monitor progress on emergency planning and business continuity
- f) To review the Council's Health and Safety arrangements and monitor progress on Health and Safety
- g) To approve the financial statements of the authority, in particular:
 - The outcome of reviews of the effectiveness of the internal control arrangements including internal audit

- Changes in and compliance with accounting policies and practices
 - Unadjusted mis-statements in the financial statements
 - Major judgemental areas
 - Significant adjustments resulting from the audit
 - Any relevant issues raised in the external auditor's report to those charged with governance
 - the Annual Governance Statement prior to sign-off
- h) To review the Treasury Management strategy and monitor progress on treasury management in accordance with CIPFA codes of practice
- i) To monitor compliance with internal controls
- j) To consider matters arising from External Audit work which are required to be communicated to those charged with governance under the Statement of Auditing Standards (**ISA260**)
- k) To receive and consider the Annual Audit and Inspection Letter (or equivalent) and make recommendations as appropriate
- l) To scrutinise/comment on the Internal Audit three year strategic plan and annual plan
- m) To monitor progress against the Internal Audit plan and receive summaries of audit work completed and key recommendations
- n) To consider all individual Internal Audit reports on a regular basis
- o) To scrutinise/comment on the External Audit plan and fees
- p) To monitor progress against the External Audit plan and receive summaries of audit work completed and key recommendations
- q) To consider individual External Audit reports and inspection reports carried out by external agencies as appropriate and at the request of the Committee.
- r) To review the management response to audit and regulatory recommendations and progress on implementation of recommendations
- s) To recommend action where audit and regulatory recommendations are not being implemented
- t) To monitor on a regular basis the Council's approach to tackling fraud and corruption and promote an anti-fraud culture
- u) To consider the appointment of co-opted members and review the adequacy of meeting frequencies in response to the Committee's remit
- v) To appoint and maintain appropriate Lead Members from the Committee to monitor, review and update on specific areas of the Committee's remit.

(II) PLANNING COMMITTEE (7)

	<u>Labour</u> (4)	<u>Conservative</u> (3)
I.		
Members	Mrinal Choudhury Keith Ferry (CH) Bill Phillips William Stoodley	Stephen Greek Joyce Nickolay * Stephen Wright
II.		
Reserve Members	Graham Henson Ajay Maru Sachin Shah Jerry Miles	Simon Williams Manji Kara Amir Moshenson

(CH) = Chair

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PLANNING COMMITTEE

The Planning Committee has the following powers and duties:

1. To exercise the functions of the council as local planning authority under the Town and Country Planning Act 1990 and other planning and subordinate legislation with the exception that:
 - a) the preparation, maintenance and updating of the Local Development Framework; and
 - b) the consideration of any policy matter concerning the planning of the Borough, including the development of major sites but not the determination of any planning application;shall be matters to be determined by the Cabinet.
2. To determine applications for certificates under section 17 of the Land Compensation Act 1961.
3. To consider and, if appropriate, serve Article 4 Directions removing permitted development rights in accordance with the Town and Country Planning General (Permitted Development) Order 1990.
4. To determine and enforce building regulations.
5. All other functions relating to town and country planning and development control as set out in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) listed by Committee in the schedule to this document.

(III) LICENSING AND GENERAL PURPOSES COMMITTEE (15)

Labour

(8)

Conservative

(7)

I.

Members

**Mrinal Choudhury
Mano Dharmarajah (CH)
Kairul Kareema Marikar
Ajay Maru
Varsha Parmar
Phillip O'Dell
William Stoodley
Krishna Suresh**

**Husain Akhtar
Ramji Chauhan
Susan Hall *
Manji Kara
Amir Moshenson
John Nickolay
Anthony Seymour**

II.

**Reserve
Members**

**Mrs Rekha Shah
Ben Wealthy
Raj Ray
Ann Gate
Sue Anderson
Krishna James
Bill Phillips
Sachin Shah**

**Mrs Camilla Bath
Stephen Wright
Kam Chana
Stephen Greek
Lynda Seymour
Yogesh Teli
Chris Mote**

(CH) = Chair

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LICENSING & GENERAL PURPOSES COMMITTEE

The powers and the duties of the Licensing and General Purposes Committee are:

- (a) To consider all matters which the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 and 2001 (as amended) listed by Committee in the Schedule to this document, which are required not to be the responsibility of the Executive, save for those matters delegated to other Committees of the Council;
- (b) To carry out the functions under any relevant statutory provision within the meaning of Part I (Health, safety and welfare in connection with work, and control of dangerous substances) of the Health and Safety at Work Act 1974, to the extent that those functions are discharged otherwise than in the authority's capacity as an employer;
- (c) To keep under review and to determine the arrangements for the holding of elections and any referendums within the Borough and to initiate or respond to any proposals to the change of ward, constituency or Borough boundaries;
- (d) The determination of applications under the Local Government Superannuation Regulations and the Teachers' Superannuation Regulations and the determination of applications under the Council's Personal Injury Allowance Scheme.

- (e) To determine all matters and duties on the authority imposed by legislation, regulations orders, codes, and similar provisions for:
- All activities under the Licensing Act 2003
 - Food safety and control.
 - Animal health, welfare, safety and control.
 - Gaming, betting, lotteries and related amusements
 - Crime and disorder issues related to the above duties.

(IV) OVERVIEW AND SCRUTINY COMMITTEE (9)

	<u>Labour</u>	<u>Conservative</u>
	(5)	(4)
I. Members	Sue Anderson Ann Gate Krishna James Zarina Khalid Jerry Miles (CH)	Kam Chana Barry Macleod-Cullinane Paul Osborn * Stephen Wright
II. Reserve Members	Nana Asante Ben Wealthy Victoria Silver Sasikala Suresh Krishna Suresh	Chris Mote Tony Ferrari Christine Bednell Susan Hall

(CH) = Chair

* Denotes Group Members for consultation on Delegated Action and/or administrative matters.

Voting Co-opted Members:

- (1) Two representatives of Voluntary Aided Sector
- Mrs J Rammelt/Reverend P Reece
- (2) Two representatives of Parent Governors
- Mrs A Khan (Primary) / vacancy (Secondary)

OVERVIEW AND SCRUTINY COMMITTEE

The Overview and Scrutiny Committee has the following power and duties:

1. To oversee an agreed work programme that can help secure service improvement through in-depth investigation of poor performance and the development of an effective strategy/policy framework for the council and partners;
2. To have general oversight of the council's scrutiny function;
3. To offer challenge and critical support to the Executive's policy development function and the long-term strategic direction of the borough;
4. To anticipate policy changes and determine their potential impact on residents and to recommend changes where these are appropriate;
5. To consider the council and partners' strategic approach to service delivery, using, where necessary, the power of overview and scrutiny committees to receive information from partner agencies and to require partner authorities to respond to reports and recommendations from the Committee, as set out under Part Five of the Local Government and Public Involvement in Health Act 2007;

6. To undertake detailed investigation of service/financial performance in order to recommend policy changes to the Executive and to commission investigations by the Performance and Finance sub committee;
7. To have regard, in carrying out its functions, to the requirement to involve local representatives, as set out in Part Seven of the Local Government and Public Involvement in Health Act 2007;
8. To report scrutiny findings and recommendations to the Executive within 8 weeks of being published or to its next meeting, whichever is the sooner, in accordance with the council's constitution
9. To consider items included in the Forward Plan;
10. To consider Councillor Call for Action in terms of
 - a. Local Government Matters (Section 119, Local Government and Public Involvement in Health Act 2007)
 - b. Local Crime & Disorder Matters (Section 19, Police & Justice Act 2006)
11. To discharge the functions conferred by Section 21(f) of the Local Government Act 2000 of reviewing and scrutinising, in accordance with regulations under Section 7 of the Health and Social Care Act 2001, matters relating to the planning, provision and operation of health services in Harrow.
12. To respond to consultations from local health trusts, Department of Health and any organisation which provides health services outside the local authority's area to inhabitants within it.

(V) STANDARDS COMMITTEE (5 Councillors + 4 Independents)

	<u>Labour</u> (3)	<u>Conservative</u> (2)
I. Members	Mano Dharmarajah Brian Gate * Victoria Silver	Paul Osborn * Simon Williams
II. Reserve Members	Mitzi Green Asad Omar Nana Asante	Chris Mote Richard Romain John Nickolay
III. Independent Persons	Independent Persons (Quorum 2):- Mr James Coyle Dr J Kirkland (CH) Mr Derek John Lawrence (vacancy) (appointed until 2014)	

Membership rules:

- i. An Elected Mayor or the Leader may not be Members;
- ii. The Chair of the Committee must not be a Member of the Executive;
- iii. At least 25% of the membership must be Independent persons;
- iv. Only one member of the Executive can be a member of the Committee;
- v. The rules on political proportionality do not apply.

STANDARDS COMMITTEE

The Standards Committee will have the following powers and duties:

- (a) promoting and maintaining high standards of conduct by Councillors, co-opted members and “church” and parent governor representatives;
- (b) assisting Councillors, co-opted members and “church” and parent governor representatives to observe the Members’ Code of Conduct;
- (c) advising the Council on the adoption or revision of the Members’ Code of Conduct;
- (d) monitoring the operation of the Members’ Code of Conduct;

- (e) developing and recommending local protocols to the Council to supplement the Members' Code of Conduct;
- (f) enforcing local protocols and applying sanctions in respect of breaches as appropriate;
- (g) 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;
- (h) 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;
- (i) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on any matter which is referred by an Ethical Standards Officer to the Monitoring Officer;
- (j) to keep under review and amend, as appropriate, the Protocol on Councillor/Officer Relations;
- (k) to keep under review the Officer Code of Conduct and, after consultation with unions representing staff, make recommendations to Council for amendment or addition;
- (l) 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;
- (m) to have oversight of the Council's Whistleblowing Policy;
- (n) to agree the policy for decisions on payments to those adversely affected by Council maladministration (under section 92 Local Government Act 2000)
- (o) To establish sub-committees to deal with complaints that a member or a co-opted member has failed to comply with the Council's Code of Conduct
- (p) 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.
- (q) 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.

(VI) STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION (3)

	<u>Labour</u> (2)	<u>Conservative</u> (1)
I.		
Members	Nana Asante Sasikala Suresh	Mrs Camilla Bath
II.		
Reserve	Brian Gate	Manji Kara
Members	Bill Phillips	Mrs Lurline Champagne OBE

(Note: Chairman to be appointed at a SACRE meeting).

STANDING ADVISORY COUNCIL FOR RELIGIOUS EDUCATION

1. To advise the Borough's Teachers and the Manager of the Library Service on the provisions of appropriate teaching resources in support of the Harrow agreed RE syllabus.
2. To assist teachers in RE by devising and making available to them schemes of work and teaching materials based upon the Harrow agreed syllabus.
3. To assist in identifying teachers' in-service needs and in conjunction with the Teachers' Centre and the Advisory and Inspection Service, to arrange appropriate courses for teachers.
4. To make recommendations to the Corporate Director Children & Families on resources deemed desirable for implementing and reviewing the agreed syllabus and in furthering the effectiveness of religious education in Harrow Schools.
5. To call a Standing Conference for reviewing the agreed syllabus of Religious Education from time to time.
6. To approve exemptions from Statutory Regulations on Acts of Worship.

Membership (Total 41 persons)

- (1) Group A - Representatives of Christian and Other Religious Denominations (22)
- (2) Group B - Representatives of the Church of England (3)
- (3) Group C - Representatives of Teachers (6)
- (4) Group D - Representatives of the Local Education Authority (3 Councillors and a representative of the Harrow Humanist Association).
- (5) Group E - Co-opted Members (5)
- (6) Adviser to the Council nominated by the Corporate Director Children & Families.