

Audit, Pensions and Standards Committee

Agenda

Tuesday 22 March 2016

7.00pm

COMMITTEE ROOM 1 - HAMMERSMITH TOWN HALL

MEMBERSHIP

Administration:	Opposition
Councillor Iain Cassidy (Chair) Councillor Ben Coleman Councillor Adam Connell Councillor PJ Murphy Councillor Guy Vincent	Councillor Michael Adam Councillor Nicholas Botterill Councillor Mark Loveday Councillor Donald Johnson

CONTACT OFFICER: David Abbott
Committee Co-ordinator
Governance and Scrutiny
☎: 020 8753 2063
E-mail: david.abbott@lbhf.gov.uk

Reports on the open agenda are available on the Council's website:
www.lbhf.gov.uk/councillors-and-democracy

Members of the public are welcome to attend. A loop system for hearing impairment is provided, along with disabled access to the building.

Date Issued: 14 March 2016

Audit, Pensions and Standards Committee Agenda

22 March 2016

<u>Item</u>	<u>Pages</u>
1. MINUTES OF THE PREVIOUS MEETING	1 - 3
2. APOLOGIES FOR ABSENCE	
3. DECLARATIONS OF INTEREST More information about declarations of interest can be found on the next page.	
4. CERTIFICATION OF GRANT CLAIMS 2014/15	4 - 11
5. RISK MANAGEMENT IN ADULT SOCIAL CARE AND HEALTH	12 - 32
6. RISK MANAGEMENT HIGHLIGHT REPORT	33 - 80
7. ANNUAL GOVERNANCE STATEMENT ACTION PLAN AND OUTSTANDING RECOMMENDATIONS FOR EXTERNAL AUDIT	81 - 91
8. INTERNAL AUDIT ANNUAL PLAN 2016/17	92 - 107
9. INTERNAL AUDIT QUARTERLY REPORT FOR THE PERIOD 1 OCTOBER TO 31 DECEMBER 2015	108 - 124
10. LBHF PEER REVIEW OF INTERNAL AUDIT - DECEMBER 2015	125 - 138
11. DATE OF THE NEXT MEETING The next meeting is scheduled for 15 May 2016.	
12. EXCLUSION OF THE PUBLIC AND PRESS The Committee is invited to resolve, under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of the following items of business, on the grounds that they contain the likely disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of the said Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.	

- 13. EXEMPT MINUTES OF THE PREVIOUS MEETING**
- 14. INTERNAL AUDIT REPORT - CARRIAGE AND FOOTWAY MAINTENANCE**
- 15. INTERNAL AUDIT REPORT - KENMONT PRIMARY SCHOOL**
- 16. INTERNAL AUDIT REPORT - PREMISES LICENSING**

More Information about Declarations of Interest

If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.

At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken.

Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.

Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Audit, Pensions and Standards Committee.