

Audit, Pensions and Standards Committee

Agenda

Wednesday 20 September 2017

7.00 pm

COMMITTEE ROOM 1 - HAMMERSMITH TOWN HALL

MEMBERSHIP

Administration	Opposition
Councillor Iain Cassidy (Chair) Councillor Vivienne Lukey Councillor PJ Murphy Councillor Guy Vincent Councillor David Morton	Councillor Michael Adam Councillor Nicholas Botterill Councillor Mark Loveday Councillor Donald Johnson

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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: 13 September 2017

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<u>Item</u>	<u>Pages</u>
1. MINUTES OF THE PREVIOUS MEETING	1 - 15
<p>To approve the minutes of the previous meeting.</p> <p>A progress update on the 'Housing Health and Safety Checks' item from the last meeting is attached as an appendix to the minutes.</p>	
2. APOLOGIES FOR ABSENCE	
3. DECLARATIONS OF INTEREST	
<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>	
4. STATEMENT OF ACCOUNTS 2016-17	16 - 291
<p>This report presents H&F's Statement of Accounts, including the Pension Fund Accounts, for 2016/17 and the external auditor's draft opinion on the accounts.</p>	

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| 5. | INTERNAL AUDIT QUARTERLY REPORT | 292 - 305 |
| | This report summarises internal audit activity during the period 1 April to 30 June 2017. | |
| | The reports below (items 6 to 10) are final audit reports that are either limited or nil assurance. | |
| 6. | AUDIT REPORT - ST. THOMAS OF CANTERBURY PRIMARY SCHOOL 2016-17 | 306 - 327 |
| 7. | AUDIT REPORT - ADULT SOCIAL CARE CONTRACT MANAGEMENT - ELGIN CLOSE RESOURCE CENTRE | 328 - 345 |
| 8. | AUDIT REPORT - PROCUREMENT COMPLIANCE - COMMUNITY EQUIPMENT FRAMEWORK | 346 - 357 |
| 9. | AUDIT REPORT - AGRESSO PAYROLL REVIEW | 358 - 387 |
| 10. | AUDIT REPORT - PENSIONS ADMINISTRATION | 388 - 402 |
| 11. | ANNUAL CORPORATE HEALTH AND SAFETY REPORT 2016-17 | 403 - 422 |
| | This report summarises the safety performance of the Council from April 2016 to March 2017 and the aims of the Corporate Health and Safety Team for the year ahead. | |
| 12. | RISK MANAGEMENT UPDATE | 423 - 475 |
| | This report provides an update on risk management within the Council. | |
| 13. | DATE OF NEXT MEETING | |
| | The next meeting will be held on 6 December 2017. | |
| 14. | 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. | |
| 15. | RISK MANAGEMENT UPDATE - EXEMPT ELEMENTS | |
| | This report contains the exempt elements of item 12. | |