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## **CORPORATE GOVERNANCE AND AUDIT COMMITTEE**

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Friday, 30th September, 2011  
at 2.00 pm

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### **MEMBERSHIP**

#### **Councillors**

G Driver (Chair)	C Campbell	W Hyde	J Elliott
P Grahame	G Kirkland	C Fox	
N Taggart			
A Lowe			
T Hanley			
G Hussain			

#### **Co-opted Member**

G Tollefson  
(Chair of Standards Committee)

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) if the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes held on 18<sup>th</sup> July 2011.</p>	1 - 6
6			<p><b>REPORT ON THE LOCAL GOVERNMENT OMBUDSMAN'S ANNUAL LETTER 2010/11</b></p> <p>To receive a report of the Chief Officer Customer Services highlighting the Council's performance with regards to Ombudsman cases for the period April 2010 to March 2011.</p>	7 - 26
7			<p><b>APPROVAL OF THE AUDITED STATEMENT OF ACCOUNTS 2010/11</b></p> <p>To receive a report of the Director of Resources detailing and requesting approval of the Council's final audited Statement of Accounts for 2010/11.</p>	27 - 62
8			<p><b>RISK MANAGEMENT POLICY REVISION</b></p> <p>To receive a report of the Director of Resources presenting a revised draft Risk Management Policy for 2011 for Corporate Governance and Audit Committee's consideration prior to its approval.</p>	63 - 70

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9			<p><b>INTERNAL AUDIT REPORT</b></p> <p>To receive a report of the Deputy Chief Executive and the Director of Resources providing a summary of internal audit activity for the period April – September 2011 highlighting the incidence of any significant control failings or weaknesses.</p>	71 - 94
10			<p><b>ANNUAL GOVERNANCE STATEMENT</b></p> <p>To receive a report of the Director of Resources presenting to the Committee the Annual Governance Statement (AGS) for approval.</p>	95 - 104
11			<p><b>BRIBERY ACT</b></p> <p>To receive a report of the Director of Resources informing the Committee of the contents of the Act and the implications for the Council.</p>	105 - 116
12			<p><b>WORK PROGRAMME</b></p> <p>To receive a report of the Director of Resources notifying and inviting comment from the Committee upon the work programme.</p>	117 - 122