

## **CORPORATE GOVERNANCE AND AUDIT COMMITTEE**

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**Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Monday, 23rd April, 2012  
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>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence from the meeting.</p>	
6			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the meeting held on 27<sup>th</sup> March 2012.</p>	1 - 6
7			<p><b>CHAIR'S REMARKS</b></p> <p>To receive any remarks the Chair wishes to make with regards to developments affecting the Committee.</p>	
8			<p><b>ASSURANCES OF THE PROCESS BY WHICH PLANNING DECISIONS ARE TAKEN BY THE COUNCIL</b></p> <p>To receive a report of the Chief Planning Officer responding to the request of the Committee to set out the arrangements in respect of planning decisions taken by the Council in 2011-12.</p>	7 - 26

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9			<b>ANNUAL STATEMENT ON COMMUNITY ENGAGEMENT</b>  To receive a report of the Assistant Chief Executive (Customer Access and Performance) providing assurance to the Committee on the Council's ability to support residents' involvement in decision making and the development of services.	27 - 36
10			<b>INTERNAL AUDIT REPORT</b>  To receive a report of the Director of Resources providing a summary of internal audit activity for the period November 2011 – March 2012.	37 - 54
11			<b>UPDATE ON CHANGES TO ACCOUNTING PRACTICE IMPACTING ON THE 2011/12 ACCOUNTS.</b>  To receive a report of the Director of Resources outlining the major changes to legislation and accounting practice which will impact on the 2011/12 accounts.	55 - 62
12			<b>FINANCIAL PROCEDURE RULES</b>  To receive a report of the Director of Resources informing the Committee of the rationale behind the current update of FPRs.	63 - 66
13			<b>CORPORATE GOVERNANCE AND AUDIT COMMITTEE</b>  To receive a report of the Director of Resources which provides and overview of the work completed by the Committee over the 2011/12 municipal year.	67 - 80

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14			<b>WORK PROGRAMME</b>  To receive a report of the Director of Resources notifying and inviting comment from the Committee on the work programme.	81 - 86