

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 21st January, 2013
at 2.00 pm

MEMBERSHIP

Councillors

P Grahame	J Bentley	C Fox	J Elliott
N Taggart		R Wood	
T Hanley			
G Hussain			
T Murray			
E Taylor			
J Illingworth			

PLEASE NOTE: Before the meeting, at 1pm, a Risk and Performance Management Briefing will be presented to Members.

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</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>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</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>RESOLVED – 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>	

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</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>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES OF THE PREVIOUS MEETING - 9TH NOVEMBER 2012</p> <p>To confirm as a correct record, the minutes of the meeting held on 9th November 2012.</p>	1 - 6
7			<p>TRANSFORMING PROCUREMENT UPDATE</p> <p>To receive a report of the Chief Officer PPPU and Procurement inform members of the Committee of progress with respect to the Transforming Procurement Programme and invite comments on the contents of this report.</p>	7 - 22
8			<p>INTERNAL AUDIT REPORT OCTOBER - NOVEMBER 2012</p> <p>To receive a report of the Director of Resources providing a summary of Internal Audit activity for the period 1st October to 30th November 2012 and highlight the incidence of any significant control failings or weaknesses.</p>	23 - 46

Item No	Ward	Item Not Open		Page No
9			<p>LICENSING DECISION MAKING FRAMEWORK</p> <p>To receive a report of the Head of Licensing and Registration which details the decision making framework for licensing decisions.</p>	47 - 64
10			<p>KPMG CERTIFICATION OF GRANTS AND RETURNS 2011/12</p> <p>To receive a report of the Director of Resources informing Members on the result of the work KPMG have carried out on the certification of grant claims in respect of 2011/12.</p>	65 - 80
11			<p>ANNUAL AUDIT FEE 2012/13</p> <p>To receive a report of the Director of Resources informing Members of the cost of external audit work relating to the 2012/13 financial year.</p>	81 - 90
12			<p>WORK PROGRAMME</p> <p>To receive a report of the Director of Resources notifying and inviting comment from the Committee on the work programme.</p>	91 - 94
13			<hr/> <p>PLEASE NOTE: Before the meeting, at 1pm, a Risk and Performance Management Briefing will be presented to Members.</p> <p>DATE AND TIME OF NEXT MEETING</p> <p>2pm, Wednesday, 27th March 2012.</p>	