

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 21st January, 2014
at 2.00 pm

MEMBERSHIP

Councillors

P Grahame	J Bentley	C Fox	R Finnigan
N Taggart		R Wood	
T Hanley			
G Hussain (Chair)			
E Taylor			
J Illingworth			
J Hardy			

A G E N D A

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1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 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 15.2, 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>	

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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 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 8TH NOVEMBER 2013</p> <p>To receive the minutes of the meeting held on 8th November 2013.</p>	1 - 6
7			<p>KPMG REPORT - ANNUAL AUDIT LETTER 2012/13</p> <p>To receive a report of the Director of Resources providing a summary of the key external audit findings in respect of the 2012/13 financial year.</p>	7 - 16
8			<p>KPMG CERTIFICATION OF GRANTS AND RETURNS 2012/13</p> <p>To receive a report of the Director of Resources informing the Committee on the result of the work KPMG have carried out on the certification of grant claims in respect of 2012/13.</p>	17 - 30

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9			<p>KPMG EXTERNAL AUDIT PLAN 2013/14</p> <p>To receive a report of the Director of Resources informing the Committee of KPMG's audit plan for the audit of the Council's accounts and Value for Money arrangements. The attached report from KPMG highlights the risk based approach to the audit and the main risks they have identified for 2013/14.</p>	31 - 58
10			<p>UPDATE 4 - SHARED SERVICE PARTNERSHIP WITH CALDERDALE METROPOLITAN BOROUGH COUNCIL TO MEET ADULT SOCIAL CARE TECHNOLOGY REQUIREMENTS</p> <p>To receive a report of the Director of Adult Social Services This report has provides an update on the progress of the ASC Systems Review Programme. It provides assurance to the Committee that the challenges that have been faced have been resolved and the project is on track to provide the required technology solution within Adult Social Care.</p>	59 - 64
11			<p>REPORT OF THE INFORMATION COMMISSIONER'S OFFICE FOLLOWING A DATA PROTECTION AUDIT CONDUCTED ACROSS THE COUNCIL</p> <p>To receive a report of the Assistant Chief Executive (Citizens and Communities) and Deputy Chief Executive ensuring that the Committee have sight of the recommendations contained within ICO (Information Commissioner's Office) audit report and consider their implications for the Council.</p>	65 - 108
12			<p>INTERNAL AUDIT UPDATE REPORT 1ST SEPTEMBER TO 30TH NOVEMBER 2013</p> <p>To receive a report of the Chief Officer (Audit and Investment) providing a summary of internal audit activity for the period 1st September to 30th November 2013 and highlighting the incidence of any significant control failings or weaknesses.</p>	109 - 132

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13			<p>WORK PROGRAMME</p> <p>To receive a report of the City Solicitor notifying and inviting comment form the Committee on the work programme.</p>	133 - 138