

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Thursday, 25th June, 2015
at 2.00 pm**

MEMBERSHIP

Councillors

P Grahame	J Bentley	R Wood
G Hussain (Chair)		P Harrand
A McKenna		
K Bruce		
N Dawson		
A Sobel		
J Illingworth		

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</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 20TH MARCH 2015</p> <p>To receive the minutes of the meeting held on 20th March 2015.</p>	1 - 6
7			<p>LEEDS CITY REGION JOINT COMMITTEE ANNUAL FINANCIAL RETURN AND ANNUAL GOVERNANCE STATEMENT 2014/15</p> <p>To receive a report of the Deputy Chief Executive This report accompanies the 2014/15 Annual Accounting Statement and Annual Governance Statement for Leeds City Region Leaders Board Joint Committee.</p> <p>The report explains why the responsibility of approving these statements has fallen to this Committee, and outlines what assurances the Committee can rely on in approving the statements.</p>	7 - 20

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8			<p data-bbox="676 181 1337 248">OFFICE OF THE DIRECTOR OF PUBLIC HEALTH ANNUAL GOVERNANCE REPORT</p> <p data-bbox="676 293 1401 506">To receive a report of the Director of Public Health which provides the Committee with an annual update on Public Health's Risk management and Governance arrangements, reporting on progress since the last report was presented to members on 10 July 2014.</p>	21 - 30
9			<p data-bbox="676 584 1378 685">FINANCIAL MANAGEMENT ARRANGEMENTS IN THE PLANNING AND SUSTAINABLE DEVELOPMENT SERVICE</p> <p data-bbox="676 730 1406 1055">To receive a report of the Deputy Chief Executive which provides assurances in respect of the financial management arrangements relating to the planning service. This report sets out the financial management arrangements in the Planning and Sustainable Development Service and aims to provide assurance to members that the arrangements are fit for purpose, embedded and being complied with.</p>	31 - 40
10			<p data-bbox="676 1133 1347 1200">ANNUAL BUSINESS CONTINUITY REPORT: PHASE 2 PROGRESS UPDATE</p> <p data-bbox="676 1245 1398 1458">To receive a report of the Deputy Chief Executive which provides an update of current progress towards completion of Phase 2 by the target date of September 2015 as requested by the Corporate Governance & Audit Committee at the April 2015 meeting.</p>	41 - 46
11			<p data-bbox="676 1525 1007 1559">WORK PROGRAMME</p> <p data-bbox="676 1603 1366 1738">To receive a report of the City Solicitor which notifies Members of the Committee of the draft work programme for the 2015/16 year. The draft work programme is attached at Appendix 1.</p>	47 - 54

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			<p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	