

## **CORPORATE GOVERNANCE AND AUDIT COMMITTEE**

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**Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Friday, 16th September, 2016  
at 2.00 pm**

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### **MEMBERSHIP**

#### **Councillors**

P Grahame  
(Chair)  
K Bruce  
N Dawson  
A Sobel  
J Illingworth  
K Groves  
G Hussain

J Bentley

R Wood  
P Harrand

## 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 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><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 DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</b></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><b>APOLOGIES</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 24TH JUNE 2016</b></p> <p>To receive and approve the minutes of the meeting held on 24<sup>th</sup> June 2016.</p>	1 - 12
7			<p><b>SUNDRY DEBTORS - OUTSTANDING HOUSING BENEFIT OVERPAYMENTS</b></p> <p>To receive a report considering the provision made in the 2015/16 Statement of Accounts in respect of Housing Benefit Overpayments and arrangements to secure recovery.</p>	13 - 20
8			<p><b>APPROVAL OF THE AUDITED STATEMENT OF ACCOUNTS AND KPMG AUDIT REPORT</b></p> <p>To receive a report seeking Members approval to the Council's final audited Statement of Accounts and to consider any material amendments identified by the Council or recommended by the auditors.</p>	21 - 166

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9			<b>LOCAL TRANSPARENCY CODE</b>  To receive a report of The Deputy Chief Executive providing Members with background information about the Local Government Transparency Code and how it impacts on the council.	167 - 174
10			<b>REVIEW OF CURRENT BUSINESS RATES ISSUES</b>  To receive a report of the Deputy Chief Executive providing a briefing on current business rates issues as requested by the Committee at its meeting of 24 <sup>th</sup> June 2016. The report is intended to enable members to more fully understand the risk environment around business rates and to receive assurances around risk management arrangements.	175 - 206
11			<b>RISKS AND OPPORTUNITIES ASSOCIATED WITH THE EU REFERENDUM RESULT</b>  To receive a report of the Deputy Chief Executive providing assurances to the Committee that the council has effective arrangements in place to identify and respond to those risks – including potential opportunities – associated with the vote to leave the EU.	207 - 226
12			<b>INTERNAL AUDIT UPDATE REPORT 1 JUNE TO 31 AUGUST 2016</b>  To receive the report of the Deputy Chief Executive providing a summary of the internal audit activity for the period 1st June to 31st August 2016 and highlights the incidence of any significant control failings or weaknesses.	227 - 240

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13			<p><b>WORK PROGRAMME</b></p> <p>To receive a report of the City Solicitor which notifies Members of the Committee of the draft work programme for the 2016/17 year.</p> <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>	241 - 244