
CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Meeting to be held in Civic Hall, Leeds on
Tuesday, 14th December, 2010
at 2.00 pm**

MEMBERSHIP

Councillors

G Driver (Chair)	C Campbell	P Harrand	J Elliott
P Grahame	G Kirkland	W Hyde	
N Taggart	S Smith		
A Lowe			
J Lewis			
T Hanley			

Co-opted Member

Gordon Tollefson
(Chair of Standards Committee)

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 Chief Democratic Services Officer 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 INTERESTS</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>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes held on 15th November 2010.</p>	1 - 6
7			<p>LEEDS CITY REGION</p> <p>To receive a report of the Director of Environment and Neighbourhoods providing an overview as to how Leeds City Council inputs and affects the Employment and Skills and Housing and Regeneration agendas within the context of the Leeds City Region.</p>	7 - 20
8			<p>INFORMATION RELATING TO SIGNIFICANT LEGAL CASES</p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) responding to a request on proposals for arrangements for informing relevant Members of significant legal cases involving the authority, such arrangements to include the Executive Member (Central and Corporate Services); with overall responsibility for Legal Services and the relevant Executive Member in relation to outstanding cases affecting their portfolio.</p>	21 - 22

Item No	Ward	Item Not Open		Page No
9			<p>SECURITY ARRANGEMENTS FOR PDA DEVICES</p> <p>To receive a report of the Assistant Chief Executive (Policy, Planning and Improvement) detailing the security arrangements the Council has in place for PDA devices issued by the Council.</p>	23 - 28
10			<p>REPORT ON GOVERNANCE OF THE COMPLAINTS PROCESS - 2010</p> <p>To receive a report of the Chief Customer Services Officer providing further information and clarity to the Committee as to the resourcing of the complaints function on a corporate and council wide basis and also to provide assurances that complaint performance and lessons learnt from complaints remain high on the corporate agenda.</p>	29 - 36
11			<p>PROTECTING THE PUBLIC PURSE - 2010</p> <p>To receive a report of the Director of Resources Presenting a self assessment of the authority's position against the recommended best practice in the Audit Commission's 'Protecting the public purse 2010' report and proposed actions to address areas where further work could be done to address the risk of fraud and corruption.</p>	37 - 40
12			<p>WORK PROGRAMME</p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) notifying and inviting comment from the Committee upon the work programme for the remainder of the 2010/11 municipal year.</p> <hr/> <p>PLEASE NOTE THAT A RISK MANAGEMENT BRIEFING WILL TAKE PLACE AT THE NEXT MEETING OF THE COMMITTEE AT 1PM ON 24TH JANUARY 2010 IMMEDIATELY BEFORE THE COMMENCEMENT OF BUSINESS AT 2PM.</p>	41 - 46