
CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Meeting to be held in Civic Hall, Leeds on
Monday, 21st March, 2011
at 10.00 am**

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

G 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 14th February 2011.</p> | 1 - 6 |
| 7 | | | <p>MINUTES OF THE STANDARDS COMMITTEE</p> <p>To receive the minutes of the Standards Committee meeting held on 16th February 2011</p> | 7 - 12 |
| 8 | | | <p>KPMG REPORT - FINANCIAL STATEMENTS AUDIT PLAN</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. The attached report from KPMG highlights the risk based approach to the audit and the main risks they have identified for 2010/11.</p> | 13 - 38 |

| Item No | Ward | Item Not Open | | Page No |
|---------|------|---------------|--|-----------|
| 9 | | | <p>KPMG REPORT - GRANTS AND RETURNS IN 2009/10</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 2009/10.</p> | 39 - 48 |
| 10 | | | <p>ANNUAL INFORMATION SECURITY REPORT</p> <p>To receive a report of the Assistant Chief Executive (Planning, Policy and Improvement) providing the Committee with an annual report on the steps being taken to improve Leeds City Council's information security in order to provide assurance for the Annual Governance Statement.</p> | 49 - 62 |
| 11 | | | <p>CONTRACT PROCEDURE RULES</p> <p>To receive a report of the Assistant Chief Executive (Corporate Governance) setting out the current position in relation to the Council's Contract Procedure Rules.</p> | 63 - 126 |
| 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.</p> | 127 - 132 |