

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Wednesday, 10th July, 2013
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 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 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 OF THE MEETING HELD ON 22ND APRIL 2013</p> <p>To receive the minutes of the meeting held on 22nd April 2013.</p>	1 - 6
7			<p>UPDATE REGARDING PROGRESS WITH THE DEVELOPMENT OF BUSINESS CONTINUITY PLANS FOR LCC'S MOST CRITICAL SERVICES.</p> <p>To receive a report of the Director of Resource providing an update to the Committee on the progress made towards completing the outstanding Business Continuity Plans for the Council's most critical services.</p>	7 - 12
8			<p>KPMG INTERIM AUDIT REPORT</p> <p>To receive a report of the Director of Resources highlighting the results of KPMG's interim audit work in relation to the 2012/13 financial statements and the initial work undertaken to support their 2012/13 Value for Money conclusion.</p>	13 - 18

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9			<p>THE STATEMENT OF ACCOUNTS 2012/13</p> <p>To receive a report of the Director of Resources presenting the Committee with the 2012/13 Statement of Accounts prior to them being made available for public inspection.</p>	19 - 22
10			<p>INTERNAL AUDIT ANNUAL REPORT</p> <p>To receive a report of the Director of Resources bringing to the attention of the Committee the basis of the Internal Audit assurance for 2012/13.</p>	23 - 56
11			<p>INTERNAL AUDIT QUARTERLY REPORT 1ST APRIL TO 30TH JUNE 2013</p> <p>To receive a report of the Director of Resources providing a summary of internal audit activity for the period 1st October to 30th November 2012 and highlighting the incidence of any significant control failings or weaknesses. The proposed Internal Audit Plan for 2013/14 is also included as part of this report and has been challenged and agreed by the Director of Resources.</p>	57 - 84
12			<p>WORK PROGRAMME</p> <p>To receive a report of the Director of resources notifying and inviting comment from the Committee on the work programme.</p>	85 - 90