



To: Members of the Corporate
Governance Committee

Date: 19 February 2013

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Dear Councillor

You are invited to attend a meeting of the **CORPORATE GOVERNANCE COMMITTEE** to be held at **9.30 am** on **WEDNESDAY, 27 FEBRUARY 2013** in **CONFERENCE ROOM 1A, COUNTY HALL, RUTHIN.**

Yours sincerely

G. Williams
Head of Legal and Democratic Services

AGENDA

PART 1 - THE PRESS AND PUBLIC ARE INVITED TO ATTEND THIS PART OF THE MEETING

1 APOLOGIES

2 DECLARATION OF INTERESTS

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

3 URGENT MATTERS

Notice of items, which in the opinion of the Chair should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.

4 MINUTES (Pages 5 - 14)

To receive the minutes of the Corporate Governance Committee meeting held on 9 January 2013 (copy enclosed).

5 WALES AUDIT OFFICE IMPROVEMENT ASSESSMENT LETTER (Pages 15 - 24)

To consider a report by the Corporate Improvement Manager (copy enclosed) presenting the latest Improvement Assessment Letter for Denbighshire County Council issued by the Wales Audit Office on 28 January 2013.

9.40 a.m.

6 ROLE OF CHAMPIONS (Pages 25 - 42)

To consider a report by the Head of Legal and Democratic Services (copy enclosed) seeking the committee's views on the different roles that have been suggested be undertaken by Member Champions.

10.05 a.m.

7 INTERNAL AUDIT PROGRESS REPORT (Pages 43 - 66)

To consider a report by the Head of Internal Audit Services (copy enclosed) updating members on the latest progress of the Internal Audit Service in terms of its service delivery, assurance provision, reviews completed, performance and effectiveness in driving improvement.

10.30 a.m.

~~~~~ BREAK ~~~~~

**8 CORPORATE GOVERNANCE FRAMEWORK ACTION PLAN** (Pages 67 - 74)

To consider a report by the Head of Internal Audit Services (copy enclosed) updating members on the latest action plan and progress resulting from the review of the Council's governance framework and the Annual Governance Statement 2011/12.

**11.15 a.m.**

**9 INFORMATION LEGISLATION POLICIES** (Pages 75 - 128)

To consider a report by the Deputy Monitoring Officer (copy enclosed) presenting the draft reviewed Freedom of Information and Data Protection Policies.

**11.40 a.m.**

**10 CORPORATE GOVERNANCE COMMITTEE WORK PROGRAMME** (Pages 129 - 130)

To consider the committee's forward work programme (copy enclosed).

**PART 2 - CONFIDENTIAL ITEMS**

No Items.

## **MEMBERSHIP**

### **Councillors**

Raymond Bartley  
Stuart Davies  
Martyn Holland

Gwyneth Kensler  
Jason McLellan  
David Simmons

### **Lay Member**

Paul Whitham

### **COPIES TO:**

All Councillors for information  
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