



Leicester
City Council

MEETING OF THE GOVERNANCE AND AUDIT COMMITTEE

DATE: WEDNESDAY, 27 SEPTEMBER 2023

TIME: 5:30 pm

PLACE: Meeting Room G.01, Ground Floor, City Hall, 115 Charles Street, Leicester, LE1 1FZ

Members of the Committee

Councillor Kaur Saini (Chair)

Councillor Surti (Vice-Chair)

Councillors Adatia, Cassidy, Dave, Kitterick and Whittle

Independent Member Mr Bipon Bhakri

One unallocated Labour Group place

Members of the Committee are summoned to attend the above meeting to consider the items of business listed overleaf.

for Monitoring Officer

Officer contact: Matthew Reeves
Democratic and Civic Support Manager
, Democratic Services, Leicester City Council,
City Hall, 115 Charles Street, Leicester, LE1 1FZ
Tel. 0116 454 6350
Email. committees@leicester.gov.uk

Information for Members of the Public

Attending meetings and access to information

You have the right to attend formal meetings such as Full Council, committee meetings, and Scrutiny Commissions and see copies of agendas and minutes. However, on occasion, meetings may, for reasons set out in law, need to consider some items in private.

A guide to attending public meetings can be found on the [Decisions, Meetings and Minutes](#) page of the Council website.

Dates of meetings and copies of public agendas and minutes are available on the Council's website at www.cabinet.leicester.gov.uk, or by contacting us using the details below.

Making meetings accessible to all

Wheelchair access – Public meeting rooms at the City Hall are accessible to wheelchair users. Wheelchair access to City Hall is from the middle entrance door on Charles Street - press the plate on the right hand side of the door to open the door automatically.

Braille/audio tape/translation - If you require this please contact the Democratic Support Officer (production times will depend upon equipment/facility availability).

Induction loops - There are induction loop facilities in City Hall meeting rooms. Please speak to the Democratic Support Officer using the details below.

Filming and Recording the Meeting - The Council is committed to transparency and supports efforts to record and share reports of proceedings of public meetings through a variety of means, including social media. In accordance with government regulations and the Council's policy, persons and press attending any meeting of the Council open to the public (except Licensing Sub Committees and where the public have been formally excluded) are allowed to record and/or report all or part of that meeting. Details of the Council's policy are available at www.leicester.gov.uk or from Democratic Support.

If you intend to film or make an audio recording of a meeting you are asked to notify the relevant Democratic Support Officer in advance of the meeting to ensure that participants can be notified in advance and consideration given to practicalities such as allocating appropriate space in the public gallery etc.

The aim of the Regulations and of the Council's policy is to encourage public interest and engagement so in recording or reporting on proceedings members of the public are asked:

- ✓ to respect the right of others to view and hear debates without interruption;
- ✓ to ensure that the sound on any device is fully muted and intrusive lighting avoided;
- ✓ where filming, to only focus on those people actively participating in the meeting;
- ✓ where filming, to (via the Chair of the meeting) ensure that those present are aware that they may be filmed and respect any requests to not be filmed.

Further information

If you have any queries about any of the above or the business to be discussed, please contact committees@leicester.gov.uk

For Press Enquiries - please phone the **Communications Unit on 0116 454 4151**

PUBLIC SESSION

AGENDA

FIRE / EMERGENCY EVACUATION

If the emergency alarm sounds, you must evacuate the building immediately by the nearest available fire exit and proceed to the area outside the Ramada Encore Hotel on Charles Street as directed by Democratic Services staff. Further instructions will then be given.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

3. MINUTES OF THE PREVIOUS MEETING

Appendix A
(Pages 1 - 6)

The minutes of the meeting held on 19th July 2023 are attached and Members will be asked to confirm that the minutes are a correct record.

4. EXTERNAL AUDIT ANNUAL REPORT 2021/22 (THE VALUE FOR MONEY REPORT)

Appendix B
(Pages 7 - 34)

The External Auditor submits the Value for Money Report for 2021/22.

Members of the Committee are recommended to note the report and pass any comments and questions to the External Auditor.

5. EXTERNAL AUDIT PLAN 2022/23

Appendix C
(Pages 35 - 62)

The External Auditor submits a report on the External Audit Plan 2022/23.

Members of the Committee are recommended to note the report and pass any comments to the External Auditor.

6. INTERNAL AUDIT PLAN 2023/24 AND PROGRESS UPDATE

Appendix D
(Pages 63 - 94)

The Head of Internal Audit submits a report on the Internal Audit Plan 2023/24 which provides an update on any progress.

Members of the Committee are recommended to note the report and pass any comments to the Head of Internal Audit.

7. REGULATION OF INVESTIGATORY POWERS ACT 2000 - BI - ANNUAL REPORT JANUARY - JUNE 2023

Appendix E
(Pages 95 - 96)

The Head of Information Governance and Risk submits a Bi-Annual report.

Members of the Committee are recommended to note the report and pass any comments or questions to the Head of Information Governance and Risk.

8. PROCUREMENT ANNUAL REPORT 2022/23

Appendix F
(Pages 97 - 104)

The Head of Procurement submits the annual report for 2022/23.

Members of the Committee are recommended to note the report and pass any comments to the Head of Procurement.

9. ANY OTHER BUSINESS