



Leicester
City Council

PLEASE NOTE – a briefing session will be held for Committee Members, 4.45pm – 5.30pm in meeting room G01.

MEETING OF THE GOVERNANCE AND AUDIT COMMITTEE

DATE: WEDNESDAY, 19 JULY 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)

Independent Member Mr Bipun Bhakri

Three unallocated Labour Group places

Three unallocated opposition places

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

for Monitoring Officer

Officer contact: Anita James
Senior Democratic Support Officer
, Democratic Services, Leicester City Council,
City Hall, 115 Charles Street, Leicester, LE1 1FZ
Tel. 0116 454 6350
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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.

Due to Covid we recognise that some members of the public may not feel comfortable viewing a meeting in person because of the infection risk. Anyone attending in person is very welcome to wear a face covering and we encourage people to follow good hand hygiene and hand sanitiser is provided for that purpose. If you are displaying any symptoms of Coronavirus: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, and/or have taken a recent test which has been positive we would ask that you do NOT attend the meeting in person please.

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

Members will be asked to declare any pecuniary or other interests they may have in the business to be discussed.

3. MINUTES OF THE PREVIOUS MEETING

**Appendix A
(Pages 1 - 12)**

The minutes of the meeting held on 15th March 2023 are attached and Members will be asked to confirm that the minutes are a correct record.

4. MEMBERSHIP OF THE COMMITTEE

Members will be asked to note the membership of the Committee for 2023-24 as follows:

Councillor Kaur Saini (Chair)
Councillor Yasmin Surti (Vice-Chair)

3 Labour places to be notified
3 opposition places to be notified

Mr Bipon Bhakri Independent Member

5. TERMS OF REFERENCE

**Appendix B
(Pages 13 - 18)**

Members will be asked to note the Terms of Reference for the Committee as attached and approved at Full Council on 6th July 2023.

6. SCHEDULE OF MEETINGS AND WORKPLAN

Members will be asked to note the meeting dates of the Committee for the 2023-24 municipal year:

- Wednesday 27th September 2023
- Wednesday 22nd November 2023
- Wednesday 17th January 2024
- Wednesday 13th March 2024

All meetings to commence at 5.30pm and to be held at City Hall.

Please note Members of the Committee will be required to undertake regular training and/or briefing sessions which will be scheduled to take place prior to the main meetings from 4.45pm.

7. DRAFT STATUTORY STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENT 2022-23 **Appendix C**
(Pages 19 - 254)

The Director of Finance submits a report providing an opportunity for the committee to consider the Council's Draft Annual Statement of Accounts and Annual Governance Statement for 2022-23 before they are brought back to committee for formal approval.

The report also provides an update on the progress of the external audits for 2020-21 and 2021-22.

The committee will be invited to note the contents and make any comments on the report.

8. PROGRESS AGAINST INTERNAL AUDIT PLANS 2022-23 AND 2023-24 AND THE INTERNAL AUDIT ANNUAL REPORT 2022-23 **Appendix D**
(Pages 255 - 312)

The Head of Internal Audit and Assurance Service submits a report providing a summary of progress against the 2022-23 and prior year Internal Audit Plans together with an Annual Report on internal audit work conducted during 2022-23.

The Committee will be invited to note the contents and make any comments on the report.

9. NATIONAL FRAUD INITIATIVE UPDATE 2022-23 **Appendix E**
(Pages 313 - 318)

The Corporate Investigations Manager submits a report providing an update on the National Fraud Initiative (NFI) exercises currently underway.

The Committee will be asked to note the contents of the report and make any comments.

10. EQUAL PAY AUDIT 2022 **Appendix F**
(Pages 319 - 334)

The Director of Delivery, Communication and Political Governance submits a report providing an overview of the outcomes of the Equality Pay Audit conducted in May 2022 by an independent specialist.

The Committee will be asked to note the contents of the report and make any comments.

11. ANY OTHER URGENT BUSINESS