



Leicester  
City Council

## **MEETING OF THE GOVERNANCE AND AUDIT COMMITTEE**

**DATE: THURSDAY, 5 DECEMBER 2024**

**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 Adam Clarke (Chair)

Councillors Cassidy, Chauhan, Joel, Kitterick and Rae Bhatia.

Independent member: Mr Bipon Bhakri

One unallocated Labour Group place.

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

For Monitoring Officer

#### **Officer contacts:**

If you have any queries about any of the above or the business to be discussed, please contact:  
Sharif Chowdhury **Senior Governance Services Officer**. Alternatively, email  
[committees@leicester.gov.uk](mailto:committees@leicester.gov.uk) or call in at City Hall.

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

## 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, City Mayor & Executive Public Briefing and Scrutiny Commissions and see copies of agendas and minutes. On occasion however, meetings may, for reasons set out in law, need to consider some items in private.

Dates of meetings and copies of public agendas and minutes are available on the Council's website at [www.cabinet.leicester.gov.uk](http://www.cabinet.leicester.gov.uk), from the Council's Customer Service Centre 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 Governance Services 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 Governance Services 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](http://www.leicester.gov.uk) or from Governance Services.

If you intend to film or make an audio recording of a meeting you are asked to notify the relevant Governance Services 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

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# **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 Governance Services staff. Further instructions will then be given.

#### **1. APOLOGIES FOR ABSENCE**

#### **2. DECLARATIONS OF INTEREST**

Members will be asked to declare any interests they have in the business to be discussed.

#### **3. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 18th of September 2024 will come to the next meeting.

#### **4. RISK MANAGEMENT UPDATE**

**Item 4**

**(Pages 1 - 46)**

The Director of Corporate Services submits a report to the Governance and Audit Committee which presents the Risk Management Update.

The Committee is recommended to note the report.

#### **5. PROCUREMENT ANNUAL REPORT**

**Item 5**

**(Pages 47 - 54)**

The Director of Finance submits a report to the Governance and Audit Committee which presents the Procurement Annual Report.

The Committee is recommended to note the report.

#### **6. COUNTER FRAUD MID-YEAR UPDATE**

**Item 6**

**(Pages 55 – 60)**

The Director of Finance submits a report to the Governance and Audit Committee with presents the Counter Fraud Mid-Year Update.

The Committee is recommended to note the report.

#### **7. INTERNAL AUDIT UPDATE**

**Item 7**

**(Pages 61 - 78)**

The Head of Internal Audit submits a report to the Governance and Audit Committee which presents the Internal Audit Update.

The Committee is recommended to note the report.

**8. FINANCIAL SUSTAINABILITY**

**Item 8**

**(Pages 79 - 85)**

The Director of Finance submits a report to the Governance and Audit Committee which presents the Financial Sustainability Report.

The Committee is recommended to note the report.

**9. ANY OTHER URGENT BUSINESS**

