



Leicester
City Council

MEETING OF THE AUDIT AND RISK COMMITTEE

DATE: WEDNESDAY, 24 JULY 2019

TIME: 5:30 pm

**PLACE: Meeting Room G.02 - City Hall, 115 Charles Street,
Leicester, LE1 1FZ**

Members of the Committee

Councillor Pantling (Chair)
Councillor O'Donnell (Vice-Chair)
Councillors Bajaj, Kaur Saini, Dr. Moore and Rahman

One Non-Group vacancy (to be notified)

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

for Monitoring Officer

Officer contact: Jason Tyler
Democratic Support, Democratic Services
Leicester City Council,
City Hall, 115 Charles Street, Leicester, LE1 1FZ
Tel. 0116 454 6359
Email. Jason.Tyler@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 & 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, 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 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 Jason Tyler, **Democratic Support on (0116) 454 6359** or email Jason.Tyler@Leicester.Gov.Uk or call in at City Hall, 115 Charles Street.

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 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 are asked to declare any interests they may have in the business to be discussed.

3. MINUTES OF THE PREVIOUS MEETING

Appendix A

The Minutes of the previous meeting of the Audit and Risk Committee held on 25 June 2019 are attached and Members will be asked to confirm them as a correct record.

4. ANNUAL GOVERNANCE REPORT

Appendix B

The External Auditor submits a report, which summarises the key findings and other matters arising from the statutory audit and the preparation of the financial statements for the year ended 31 March 2019.

5. THE COUNCIL'S ANNUAL GOVERNANCE STATEMENT 2018-19

Appendix C

The Chief Accountant submits a report which seeks approval of the Council's Annual Governance Statement 2018–19.

6. THE STATEMENT OF ACCOUNTS AND LETTER OF REPRESENTATION 2018/19

The Chief Accountant will submit the Statement of Accounts and Letter of Representation for signing by the Committee Chair.

7. REGULATION OF INVESTIGATORY POWERS ACT 2000 [Appendix D](#)

The Head of Information Governance & Risk submits a report, which advises on the performance of The Council in authorising Regulatory Investigation Powers Act (RIPA) applications, from 1 January 2019 to 30 June 2019.

8. COUNTER FRAUD ANNUAL REPORT 2018/19 [Appendix E](#)

The Corporate Investigations Manager submits a report, which provides information on counter-fraud activities during 2017-18.

9. ANNUAL INSURANCE REPORT [Appendix F](#)

The Chief Accountant submits a report, which presents an overview of the Council's internal and external insurance arrangements and provides information on the claims received in recent years, and the results of the claims handling process.

10. ANY OTHER URGENT BUSINESS