

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 3rd October, 2022
at 10.00 am**

MEMBERSHIP

Councillors

G Almass	R Downes	P Harrand
P Truswell		J Shemilt
M Midgley		B Flynn
P Wray (Chair)		
J Dowson		
J Illingworth		

Please do not attend the meeting in person if you have symptoms of Covid 19 and please follow current public health advice to avoid passing the virus to other people.

Note to observers of the meeting. To remotely observe this meeting, please click on the 'View the Meeting Recording' link which will feature on the meeting's webpage (link below) ahead of the meeting. The webcast will become available at the commencement of the meeting.

[Council and democracy \(leeds.gov.uk\)](https://leeds.gov.uk/council-and-democracy)

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p>APOLOGIES FOR ABSENCE</p>	
6			<p>MINUTES OF THE PREVIOUS MEETING - 29TH JULY 2022</p> <p>To receive the minutes of the meeting held on 29th July 2022 for approval as a correct record.</p>	7 - 14
7			<p>MATTERS ARISING FROM THE MINUTES</p> <p>To consider any matters arising from the previous minutes.</p>	
8			<p>ANNUAL ASSURANCE - PLANNING REGULATION AND ENFORCEMENT ARRANGEMENTS</p> <p>The annual assurance report of the Chief Planning Officer, provides assurances in relation to planning decision making and enforcement arrangements.</p>	15 - 40

Item No	Ward	Item Not Open		Page No
9			<p>GRANT THORNTON ANNUAL REPORT AND VALUE FOR MONEY FINDINGS 2020/21</p> <p>The report of the Chief Finance Officer gives the outcome of the audit of the Council's value for money arrangements, and includes a summary of their audit work to date on the Council's statement of accounts. The report does not identify any statutory or key recommendations, but it does make a number of recommendations for improvement.</p> <p>Appendix to follow</p>	41 - 44
10			<p>INTERNAL AUDIT UPDATE REPORT JUNE-AUGUST 2022</p> <p>The report of the Head of Audit provides a source of assurance that the internal control environment is operating as intended through a summary of the Internal Audit activity for the period from June to August 2022.</p>	45 - 74
11			<p>INTERNAL AUDIT ANNUAL REPORT AND OPINION 2021/22</p> <p>The report of the Head of Audit brings to the attention of the Committee, the annual Internal Audit opinion and basis of the Internal Audit assurance for 2021/22.</p>	75 - 124
12			<p>APPROVAL OF ANNUAL GOVERNANCE STATEMENT 21-22</p> <p>The report of the Chief Officer Financial Services supports the fulfilment of the Council's statutory duty to review its system of internal control, and to produce an Annual Governance Statement.</p>	125 - 172
13			<p>GRANT THORNTON AUDIT PLAN 2021/22</p> <p>The report of the Chief Finance Officer presents Grant Thornton's Annual Audit Plan for their 2021/22 audit, covering the audit of the Council's accounts and the process for assessing its arrangements to secure value for money in the use of resources.</p>	173 - 204

Item No	Ward	Item Not Open		Page No
14			<p>GRANT THORNTON AUDIT RISK ASSESSMENT ENQUIRIES 2021/22</p> <p>The report of the Chief Finance Officer presents a series of enquiries from Grant Thornton which will inform their audit risk assessment for the 2021/22 audit.</p>	205 - 248
15			<p>CORPORATE GOVERNANCE AND AUDIT COMMITTEE WORK PROGRAMME 2022-23</p> <p>The report of the Chief Officer Financial Services presents the work programme for the Corporate Governance and Audit Committee.</p>	249 - 252
16			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note the next meeting of Corporate Governance and Audit Committee will be on Monday 28th November 2022 at 10.00am</p>	

Third Party Recording

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.

Use of Recordings by Third Parties– code of practice

- a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.
- b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.