

## Statement of Internal Control in relation to Estate Management

Date: 20<sup>th</sup> March 2023

Report of: Chief Asset Management and Regeneration Officer; Chief Officer Civic Enterprise Leeds; and Chief Officer Sustainable Energy and Air Quality

Report to: Corporate Governance and Audit Committee

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

### Brief summary

This report to Corporate Governance and Audit Committee sets out assurance in respect of the internal control environment for the Council's real estate and provides assurances that these arrangements are up to date, fit for purpose, effectively communicated and routinely complied with.

The arrangements set out provide a framework for transparent and accountable decision making, and the continual review of how we use our assets to achieve outcomes efficiently and effectively in accordance with the Council's Code of Corporate Governance.

### Recommendations

Members are requested to

- a) consider and note the positive assurances set out in the Statement of Internal Control relating to estate management, attached as Appendix A to this report.

### **What is this report about?**

- 1 This is the annual report to the Corporate Governance and Audit Committee concerning estate management arrangements.

### **What impact will this proposal have?**

- 2 The report provides assurance of the effectiveness of the arrangements for internal control around Estate Management which the Committee is able to consider.

### **How does this proposal impact the three pillars of the Best City Ambition?**

Health and Wellbeing                       Inclusive Growth                       Zero Carbon

- 3 Estate Management supports all three pillars of the Best City Ambition. This paper and attached appendix provide assurance around how estate decisions are taken.

### **What consultation and engagement has taken place?**

Wards affected:

Have ward members been consulted?                       Yes                       No

- 4 The recent survey of internal control has enabled the council's managers to reflect on their experience of the controls relating to estate management, to identify strengths and weaknesses, and to recommend solutions and draw attention to potential opportunities to improve arrangements. Details are set out in the review and refine section of the appendix to this report, as well as other recommendations identified through ongoing review.

### **What are the resource implications?**

- 5 The systems and processes in place to meet the requirements of the estate management framework do so from within existing resources.
- 6 The Statement of Internal Control confirms that arrangements ensure proportionate use of resource to secure effective and efficient use of the council's assets.

### **What are the key risks and how are they being managed?**

- 7 The positive assurances set out in the appended Statement of Internal Control show that the estate management framework is fit for purpose, embedded and routinely complied with so there are no risks identified by this report in need of action over and above the described control framework.

### **What are the legal implications?**

- 8 The internal control framework relating to the Councils real estate meets the statutory requirements and the attached Statement of Internal Control confirms that arrangements have been correctly applied and meet the statutory and constitutional framework.

### **Options, timescales and measuring success**

#### **What other options were considered?**

- 9 The Statement of Internal Control relating to the Council's real estate is a valuable source of assurance for the Board and enables democratic oversight of arrangements. Due to the nature of the report it is not necessary to consider alternative options.

**How will success be measured?**

- 10 The Estate Management Strategy published in November 2021 sets out a number of key outcomes against which success can be measured.

**What is the timetable and who will be responsible for implementation?**

- 11 The estate management governance arrangements are already in place and will remain so.

**Appendices**

- Appendix 1 – Statement of Internal Control – Estate Management

**Background papers**

- None