

Decision Making Statement of Internal Control

Date: 1st November 2023

Report of: Chief Digital and Information Officer

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

What is this report about?

Including how it contributes to the city's and council's ambitions

- This is the annual report to the Committee concerning the decision-making arrangements within the Integrated Digital Service (IDS) 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 within IDS in accordance with the Council's Corporate Governance Code and Framework.
- The 100% Digital Leeds has been recognised as one of the most successful, high-profile, and well-respected digital inclusion programmes in the country by the The King's Fund, The British Academy, The Fabian Society, Local Government Association and NHS England.

Recommendations

- a) Members are requested to:
- i. consider and note the positive assurances set out in the IDS Statement of Internal Control attached as Appendix A to this report;

Why is the proposal being put forward?

- 1 This is the annual report to the Committee concerning IDS's decision making arrangements.

What impact will this proposal have?

Wards affected:

Have ward members been consulted? Yes No

- 2 The report provides an assurance of the effectiveness of the arrangements for internal control within IDS which the Committee is able to consider.

What consultation and engagement has taken place?

- 3 The recent survey of internal control has enabled the council's managers to reflect on their experience of the controls relating to decision making, 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.

What are the resource implications?

- 4 The systems and processes in place to meet the requirements of the decision making framework do so from within existing resources.
- 5 The Statement of Internal Control confirms that arrangements ensure proportionate use of resource to secure open and accountable decision making.

What are the legal implications?

- 6 The IDS decision making framework meets the statutory requirements in relation to decision making and monitoring of relevant performance indicators ensures compliance.
- 7 The IDS Statement of Internal Control confirms that arrangements have been correctly applied and meet the statutory and constitutional framework.

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

- 8 The positive assurances set out in the IDS Statement of Internal Control show that the decision making 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.

Does this proposal support the council's three Key Pillars?

Inclusive Growth Health and Wellbeing Zero Carbon

- 9 Arrangements for the publication of decisions ensure that the Council is open and transparent in its consideration of the councils three Key Pillars.

Options, timescales and measuring success

What other options were considered?

- 10 The IDS Statement of Internal Control is a valuable source of assurance for the Committee and enables democratic oversight of arrangements. No other option was therefore considered.

How will success be measured?

- 11 Relevant performance indicators are set out in the IDS Statement of Internal Control.

What is the timetable for implementation?

- 12 The decision making framework is already in place and will remain so.

Appendices

- 13 A – IDS Statement of Internal Control

Background papers

