

CORPORATE GOVERNANCE AND AUDIT COMMITTEE

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Friday, 24th June, 2022
at 2.00 pm

MEMBERSHIP

Councillors

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

(Linda Wild – Independent Member)

To Note: 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 onto 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 (linked below) ahead of the meeting. The webcast will become available at the commencement of them

<https://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=161&MId=11941&Ver=4>

A G E N D A

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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>	

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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 HELD ON 25TH MARCH 2022</p> <p>To receive the minutes of the meeting held on 25th March 2022 for approval as a correct record.</p>	7 - 14
7			<p>MATTERS ARISING FROM THE PREVIOUS MINUTES</p> <p>To consider any matters arising from the previous minutes.</p>	
8			<p>INTERNAL AUDIT UPDATE REPORT MARCH TO MAY 2022</p> <p>The report of the Chief Officer Financial Services 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 March to May 2022. The report highlights the incidence of any significant control failings or weaknesses.</p>	15 - 42
9			<p>COUNTER FRAUD UPDATE REPORT</p> <p>The report of the Chief Officer Financial Services includes information on the counter fraud activities undertaken by the Internal Audit service between the period October 2021 and March 2022.</p>	43 - 52

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10			<p>DECISION MAKING STATEMENT OF INTERNAL CONTROL</p> <p>The Report of the Chief Officer is the annual report to the Committee concerning the Council's decision making arrangements and provides assurances that the Council's arrangements are up to date, fit for purpose, effectively communicated and routinely complied with.</p>	53 - 80
11			<p>GOVERNANCE ARRANGEMENTS FOR IMPLEMENTATION OF THE LEEDS BEST CITY AMBITION</p> <p>The report of the Chief Officer Strategy and Improvement requests the Committees consideration to set out the proposed governance arrangements for implementation of the Best City Ambition.</p>	81 - 90
12			<p>ANNUAL REPORT OF CORPORATE GOVERNANCE AND AUDIT COMMITTEE</p> <p>The report of the Chief Financial Officer sets out the draft annual report of The Corporate Governance and Audit Committee for the 2021/22 municipal year.</p>	91 - 110
13			<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, setting out future business for the Committee's agenda, together with details of when items will be presented.</p>	111 - 122
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note the date of the next meeting is proposed as Friday 29th July 2022 at 2pm.</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

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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.