

Agenda for a meeting of the Governance and Audit Committee to be held on Friday 25 July 2014 at 1000 in Committee Room 1, City Hall, Bradford

Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT
Eaton	L Smith (Ch)	J Sunderland
	Ikram (DCh)	
	M Slater	

Alternates:

Conservative	Labour	Liberal Democrat
Ellis	Akthar	Middleton
	K Hussain	
	Swallow	

Notes:

- This agenda can be made available in Braille, large print or audio format on request by contacting the Agenda contact shown below.
 - The taking of photographs and video or sound recording of the meeting, may only take place with the permission of a majority of elected members of the Committee at the meeting.
 - If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.
 - Light refreshments will be provided for Members of the Committee only.
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From:

S Hemingway
City Solicitor
Agenda Contact: Fatima Butt
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To:



Suzan Hemingway, City Solicitor

A. PROCEDURAL ITEMS

1. ALTERNATE MEMBERS (Standing Order 34)

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

2. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) Officers must disclose interests in accordance with Council Standing Order 44.*

3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Fatima Butt - 01274 432227)

B. BUSINESS ITEMS

4. EXCLUSION OF THE PUBLIC

The Committee is asked to consider if the item relating to the minutes of the meeting of the West Yorkshire Pension Fund Special Panel meeting held on 11 February 2014 and the West Yorkshire Pension Fund Investment Advisory Panel held on 24 April 2014 should be considered in the absence of the public and, if so, to approve the following recommendation:

Recommended –

That the public be excluded from the meeting during the consideration of the items relating to minutes of the West Yorkshire Pension Fund Special Panel meeting held on 11 February 2014 and the West Yorkshire Pension Fund Investment Advisory Panel held on 24 April 2014 because the information to be considered is exempt information within paragraph 3 (Financial or Business Affairs) of Schedule 12A of the Local Government Act 1972. It is also considered that it is in the public interest to exclude public access to these items.

5. MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) SPECIAL PANEL HELD ON 11 FEBRUARY 2014

The Council's Financial Regulations require the minutes of meetings of the WYPF be submitted to this Committee.

In accordance with this requirement, the Director of West Yorkshire Pension Fund will submit **Not for Publication Document "F"** which reports on the minutes of a Special Panel meeting of the WYPF held on 11 February 2014.

Recommended –

That the minutes of the West Yorkshire Pension Fund Special Panel held on 11 February 2014 be considered.

(Rodney Barton - 01274 432317)

6. MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) INVESTMENT ADVISORY PANEL MEETING HELD ON 24 APRIL 2014

The Council's Financial Regulations require the minutes of meetings of the WYPF be submitted to this Committee.

In accordance with this requirement, the Director of West Yorkshire Pension Fund will submit **Not for Publication Document "G"** which reports on the minutes of the meeting of the WYPF Investment Advisory Panel held on 24 April 2014.

Recommended –

That the minutes of the West Yorkshire Pension Fund Investment Advisory Panel held on 24 April 2014 be considered.

(Rodney Barton - 01274 432317)

7. PRODUCER CITY STRATEGY AND GOVERNANCE

Previous reference: Minute 53 (2013/14)

Members are reminded that this Committee at its meeting held on 10 January 2014 considered a report on the Producer City Strategy and Governance, Members resolved that a progress report be submitted to this Committee in June/July 2014.

In accordance with the above the Strategic Director, Regeneration and Culture will submit **Document “H”** which provides an update on the development of a new strategy for business and economic growth built on a unique and differentiated economic identity and purpose for Bradford -The Producer City. The report highlights progress to refresh Prosperity and Regeneration partnership structures and governance to better deliver Producer City through the creation of a new Producer City Board and associated delivery boards.

Recommended-

- (1) That Members note the progress to establish a Producer City Board and the three supporting partnership boards.**
- (2) That the proposals for the delivery of the Producer City and the associated governance arrangements be endorsed.**
- (3) That Members make any observation or comment on the content of the report and that these are referred to the Producer City Board and constituent Boards for their consideration.**

(Mark Clayton – 01274 434559)

8. INTERNAL AUDIT ANNUAL REPORT 2013/14

The Director of Finance will submit **Document “I”** which reviews the service Internal Audit has provided to the Council during the financial year 2013/14.

In particular Members are advised of the following:-

- Internal Audit can demonstrate compliance with the Public Sector Internal Audit Standards for Internal Audit (PSIAS) and has delivered 98% of the Audit Plan for the year.
- Internal Audit’s Client satisfaction identified that 95% of the respondents said that the “recommendations were useful and realistic” and believed that the audit was “of benefit to management.”
- Over 99% of all high priority recommendations made from the work undertaken were accepted by management.

Recommended-

That the Committee recognises and supports the work carried out by Internal Audit during 2013/14.

(Mark St Romaine – 01274 432888)

9. **EXTERNAL AUDIT PROGRESS REPORT FOR THE 2013/14 AUDITS OF CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL AND WEST YORKSHIRE PENSION FUND**

The External Auditor will submit **Document “J”** which updates the Governance and Audit Committee on progress with the 2013/14 audits of City of Bradford Metropolitan District Council and West Yorkshire Pension Fund and highlights key emerging national issues which may be of interest to the Committee.

Recommended-

That the external audit progress report and the arrangements for certification of grants and returns for 2013/14 be considered.

(Steve Appleton – 01274 431995)
