

# Agenda for a meeting of the Governance and Audit Committee to be held on Friday 19 September 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, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- 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.

## From:

S Hemingway  
 City Solicitor  
 Agenda Contact: Fatima Butt  
 Phone: 01274 432227  
 E-Mail: fatima.butt@bradford.gov.uk

## 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. MINUTES**

**Recommended-**

**That the minutes of the meeting held on 20 June and 25 July 2014 be signed as a correct record (previously circulated).**

**4. 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**

### **5. UTILISATION OF THE NEW HOMES BONUS TO RECONCILE COMPETING DEMANDS ON S106 CONTRIBUTIONS TO DELIVER AFFORDABLE HOUSING, SOCIAL AND SCHOOL INFRASTRUCTURE**

Previous Reference: Minute 12 (2014/15)

The Assistant Director Planning, Transportation and Highways will submit **Document “K”** which sets out Executives agreement to utilise New Homes Bonus money received from central government to fund individual capital projects within Education, Housing and Recreation projects. Currently the New Homes Bonus, which is an annual payment made to the council based on new homes built, conversions or homes brought back into use is not “ring-fenced” to any particular financial area within the council. The purpose of utilising the money is to compensate those sections within the council affected by pressure placed on local infrastructure due to new house building where there is an inability to make S106 payments (scheme viability).

#### **Recommended-**

**That the governance and audit arrangements as set out in paragraphs 4.1 to 4.6 and paragraphs 5.1 to 5.8 of Document “K” which shall comprise the working arrangements designed to implement the Executive resolutions dated 24<sup>th</sup> June 2014 ( set out in paragraph 1.1 of the report) be endorsed.**

(John Eyles – 01274 432484)

### **6. LEEDS CITY REGION GREEN DEAL CONTRACT**

The Strategic Director Regeneration and Culture will submit **Document “L”** which summarises the contract arrangements for the delivery of domestic energy efficiency measures in the Bradford District through a Leeds City Region collaborative project and the proposed governance arrangements.

#### **Recommended-**

**That the draft Governance arrangements for the Leeds City Region Green Deal and Eco contract as set out in Document “L” be considered and the Committee provide officers with details of any concerns or issues they would wish addressed in the ongoing discussions.**

(Richard Williamson – 07582 109030)

**7. WEST YORKSHIRE PENSION FUND REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014**

The Director West Yorkshire Pension Fund will submit **Document “M”** which provides the latest information on the West Yorkshire Pension Fund (WYPF) financial activities and financial performance for the year 2013/14.

**Recommended-**

**That the unaudited Report and Accounts of WYPF for the financial year ended 31 March 2014 be noted.**

(Ola Ajala – 01274 434534)

The Appendix to Document “M” is a lengthy document and is therefore being circulated on a restricted basis. It is available on the Minutes/Agenda Database of the Council’s Internet site [www.bradford.gov.uk](http://www.bradford.gov.uk) or in Committee Secretariat by contacting Fatima Butt on 01274 432227.

**8. STATEMENT OF ACCOUNTS 2013/14**

The Statement of Accounts 2013/14 have been audited and are submitted for approval by the Committee.

The Auditor has issued separate Audit Completion Reports for both the Council and the West Yorkshire Pension Fund (items 9 and 10) and these should be considered by Members before the Statement of Accounts is approved.

The Director of Finance will present **Document “N”** which sets out the Council’s Statement of Accounts for 2013/14 and the Council’s response to the findings of the 2013/14 Audit.

**Recommended-**

- (1) That the 2013/14 Statement of Accounts be approved and signed by the Chair of the Governance and Audit Committee.**
- (2) That the deadlines for the production of the 2014-15 Statement of Accounts be brought forward and some year end processes being undertaken during the financial year, enhancing quality control and producing valuations earlier be explored.**

(Sarah Kirk – 01274 434055)

Appendix A to Document “N” is a lengthy document and is therefore being circulated on a restricted basis. It is available on the Minutes/Agenda Database of the Council’s Internet site [www.bradford.gov.uk](http://www.bradford.gov.uk) or in Committee Secretariat by contacting Fatima Butt on 01274 432227.

9 **AUDIT COMPLETION REPORT 2013/14 – CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL**

The External Auditor will present the Audit Completion Report for Bradford Council (**Document “O” – To Follow**) which summarises the findings from the 2013/14 audit.

**Recommended-**

**That the Governance and Audit Committee:**

- **consider the unadjusted misstatements schedule**
- **approve the letter or requested representations including the reasons for not amending the unadjusted misstatements**

(Steve Appleton – 01274 431995)

10. **AUDIT COMPLETION REPORT 2013/14 – WEST YORKSHIRE PENSION FUND**

The External Auditor will present the Audit Completion Report for the West Yorkshire Pension Fund (**Document “P” – To Follow**) which summarises the findings from the 2013/14 audit.

**Recommended-**

**That the Governance and Audit Committee:**

- **consider the unadjusted misstatements schedule**
- **approve the letter or requested representations including the reasons for not amending the unadjusted misstatements**

(Steve Appleton – 01274 431995)

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