

Agenda for a meeting of the Governance and Audit Committee to be held on Friday 12 December 2014 at 1030 in Committee Room 1, City Hall, Bradford

Members of the Committee – Councillors

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

Alternates:

<i>Conservative</i>	<i>Labour</i>	<i>Liberal Democrat</i>
Ellis	Akthar	Middleton
	K Hussain	
	Ikram	

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.
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From:

Dermot Pearson
 Assistant City Solicitor
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To:



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. SCHEME OF DELEGATION OF PLANNING DECISIONS

This Committee at its meeting held on 10 January 2014 considered the revised Planning Code of Conduct and requested at that meeting that the Scheme of Delegation be submitted to this Committee.

The Strategic Director, Regeneration and Culture will submit **Document “Z”** which provides an explanation of the Scheme of Delegation used by the Regulatory and Appeals Committee and the two area planning panels and planning officers in the determination of planning applications.

Recommended-

That the report be noted.

(Chris Eaton – 01274 434605)

5. RISK MANAGEMENT UPDATE AT 30 NOVEMBER 2014

Bradford Metropolitan District Council provides a considerable range of vital services to the people of Bradford district, from education and social care to managing local elections, processing benefits payments and refuse collection amongst many others.

Because of the importance, diversity and number of services the Council provides it is essential that the Council recognises, manages and monitors the key risks that could threaten the organisation and the delivery of it's strategic priorities for the district.

The Director of Finance will submit **Document “AA”** which provides an update on Risk Management.

Recommended-

- (1) That the continuing work being undertaken throughout the organisation to ensure that risk management is being applied in accordance with the Council's Risk Management Strategy be noted.**
- (2) That Members Provide comments or observations in support of further improvement of the risk management process as the Committee feels appropriate.**

(Mark St Romaine – 01274 432800)

6. 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 (WYPF) Investment Advisory Panel held on 16 and 17 September 2014 and the WYPF Investment Advisory Panel held on 6 November 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 Investment Advisory Panel held on 16 and 17 September 2014 and the WYPF Investment Advisory Panel held on 6 November 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.

7. MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) INVESTMENT ADVISORY PANEL MEETING HELD ON 16 AND 17 SEPTEMBER 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 "AB"** which reports on the minutes of the meeting of the WYPF Investment Advisory Panel held on 16 and 17 September 2014.

Recommended –

That the minutes of the West Yorkshire Pension Fund Investment Advisory Panel held on 16 and 17 September 2014 be considered.

(Rodney Barton - 01274 432317)

8. MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) INVESTMENT ADVISORY PANEL MEETING HELD ON 6 NOVEMBER 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 "AC"** which reports on the minutes of the meeting of the WYPF Investment Advisory Panel held on 6 November 2014.

Recommended –

That the minutes of the West Yorkshire Pension Fund Investment Advisory Panel held on 6 November 2014 be considered.

(Rodney Barton - 01274 432317)