

# Agenda for a meeting of the Governance and Audit Committee to be held on Friday 23 January 2015 at 1000 in Committee Room 1, City Hall, Bradford

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## 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.

## 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. **MINUTES**

**Recommended –**

**That the minutes of the meetings held on 21 November and 12 December 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. ANNUAL GOVERNANCE STATEMENT 2014**

Previous Reference: Minute 7 (2014/15)

The Director of Finance will submit **Document “AD”** which updates members on the progress and improvements being made in addressing those significant governance concerns reported in the Council’s Annual Governance Statement 2014.

#### **Recommended-**

- (1) That the information contained in Document “AD” and the progress made in addressing the significant governance challenges be reviewed.**
- (2) That the further actions planned be endorsed.**
- (3) That officers and Members be alerted to any emerging governance concerns requiring review during the 2014-5 process.**

(Stuart McKinnon-Evans – 01274 434176)

### **6. EXTERNAL AUDIT PROGRESS REPORT FOR THE 2014/15 AUDITS OF CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL AND WEST YORKSHIRE PENSION FUND**

The External Auditor will present **Document “AE”** which updates the Committee on progress with the 2014/15 audits and highlights key emerging national issues which may be of interest to the Committee.

#### **Recommended-**

**That the External Audit Progress report be considered.**

(Steve Appleton – 01274 431995)

### **7. EXCLUSION OF THE PUBLIC**

#### **Recommended –**

**That the public be excluded from the meeting during the discussion of Appendix 2 relating to the IT Transition Programme Plan on the grounds that it is likely, in view of the nature of the proceedings, that if they were present, exempt information within Paragraph 3 (Financial or Business Affairs) of Schedule 12A of the Local Government Act 1972 (as amended) would be disclosed and it is considered that, in all the circumstances, the public interest in allowing the public to remain is outweighed by the public interest in excluding public access to the relevant part of the proceeding for the following reasons:**

**It is in the public interest in maintaining the exemption because it is in the overriding interest of proper administration that Members are made fully aware of the financial implications of any decision without prejudicing the financial position of the authority.**

(Fatima Butt - 01274 432227)

**8. IT TRANSITION PROGRAMME PLAN**

The Director of Finance will submit a report (**Document “AF” – which contains Not for Publication Appendix 2**) which provides an update to the Committee on the Council’s plan to transition the IT service from an outsource model to an in-house delivered service. The Strategic Partnership contract ends Friday the 4<sup>th</sup> September 2015 at midnight.

**Recommended –**

**The views and comments of members are sought with regards to the Councils approach to transition the service back to an in-house delivered service.**

(David Cawthray - 01274 432560)

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