

Decisions of the Governance and Audit Committee held on Friday 26 June 2015

These decisions are published for information in advance of the publication of the Minutes

DECISIONS:

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

Resolved-

That the external audit progress report was considered.

(Steve Appleton – 01274 431995)

2 REVIEW OF ARRANGEMENTS FOR SECURING VALUE FOR MONEY

Resolved-

That the review of arrangements for securing value for money was considered and that the recommendation made in the report (Document “B”) be addressed when the Medium Term Financial Strategy is updated.

ACTION: Director of Finance

(Ross Woodley - 0191 3836303)

3 AUDIT STRATEGY MEMORANDUM 2014/15 – WEST YORKSHIRE PENSION FUND

Resolved-

(1) That the Audit Strategy Memorandum for West Yorkshire Pension Fund for 2014/15 was considered.



- (2) That the Pensions Board (when established) be requested to seek assurances that arrangements for managing unquoted investments are adequate and report back to this Committee.

ACTION: Director of West Yorkshire Pension Fund

(Steve Appleton – 01274 431995)

4 GOVERNANCE AND AUDIT COMMITTEE'S LETTER OF REPRESENTATION FOR EXTERNAL AUDIT

Resolved-

That the Committee delegate to the Director of Finance, in consultation with the Chair of Governance and Audit Committee, authority to finalise the wording of the draft letter of representation and to send it to the Council's external auditors on behalf of the Committee.

ACTION: Director of West Yorkshire Pension Fund

(Mark St Romaine – 01274 432888)

5 ANNUAL GOVERNANCE STATEMENT 2014-15

Resolved-

That the Committee authorise the Leader of the Council and the Interim Chief Executive to sign the Annual Governance Statement 2014/15 (Appendix 1 to Document "E"), on behalf of the Council, to accompany the Statement of Accounts 2014-15.

ACTION: Director of Finance

(Mark St Romaine – 01274 432888)

6 COMMUNITY ASSET TRANSFER POLICY AND PROCESS

Resolved-

- (1) That the Committee note the proposed changes to Section 7.10 Decision Making in the Community Asset Transfer Policy 2015 (Appendix 1 to Document "F") in particular the final authorisation of Community Asset Transfer applications be authorised by the Strategic Director of Regeneration & Culture, following the implementation of a framework.
- (2) That the comments made by the Committee relating to how Members are notified of a proposed community asset transfer be included in the report that is submitted to the Executive.

ACTION: Strategic Director, Regeneration and Culture

(Stephanie Moore – 01274 432256)

7 REVIEW OF THE CONSTITUTION

Resolved-

That the adoption of the proposed amendments to the Constitution set out in the Appendices to Document “G” with the exception of Appendix 2 be recommended to Council.

ACTION: Assistant City Solicitor

(Dermot Pearson – 01274 432496)

8 AMENDMENTS TO THE CONSTITUTION - DISCIPLINARY PROCEDURES FOR THE HEAD OF PAID SERVICE, MONITORING OFFICER AND CHIEF FINANCE OFFICER

Resolved-

(1) That the Committee recommend to Council for approval: -

- (a) That a Chief Officer Disciplinary Committee be established with the composition, quorum, and functions as set out in Appendix A to Document G1.**
- (b) The amendments to Article 12A (Staffing Committee) of the Constitution as set out in Appendix B to Document G1.**
- (c) The amendments to the Officer Employment Procedure Rules as set out in Appendix C to Document G1.**
- (d) The amendments to Article 4 of the Council’s Constitution as set out in Appendix D to Document G1.**
- (e) That Mr Mohammed Shakeel be invited to serve as an independent person on the Chief Officer Disciplinary Committee, and, if he accepts, be appointed to serve on that Committee.**
- (f) That the Deputy Monitoring Officer, in consultation with the Chair of Governance and Audit Committee be authorised to identify suitable independent persons appointed by other authorities for appointment to the Chief Officer Disciplinary Committee and bring a further report to Council for the purpose of making the appointments.**

(2) That the Committee noted that membership of the Chief Officer Disciplinary Committee would not attract a Special Responsibility Allowance under the Members’ Allowances Scheme and that this be included in the report that is submitted to Council.

ACTION: Deputy Monitoring Officer

(Mandy Hill – 01274 432214)

FROM: Dermot Pearson
Assistant City Solicitor
City of Bradford Metropolitan District Council
Committee Secretariat Contact: Fatima Butt – 01274 432227