

Agenda for a meeting of the Governance and Audit Committee to be held on Thursday, 28 September 2017 at 10.00 am in Committee Room 3 - City Hall, Bradford

Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT AND INDEPENDENT
M Pollard	Johnson Thornton Swallow	Reid

Alternates:

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT AND INDEPENDENT
Ellis	Farley Watson	J Sunderland

Notes:

- This agenda can be made available in Braille, large print or tape 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.

From:

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

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 meeting held on 27 June 2017 be signed as a correct record (previously circulated).

(Fatima Butt – 01274 432227)

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 Strategic 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. **LOCAL GOVERNMENT ASSOCIATION CORPORATE PEER CHALLENGE REVIEW FINDINGS AND IMPROVEMENT ACTION PLAN 2017**

Bradford Council invited the Local Government Association (LGA) to undertake an independent Corporate Peer Challenge review, which took place in March 2017. The Assistant Director, Office of the Chief Executive will submit **Document “H”** which details the areas the review looked at, its findings and the Council’s response in the form of an Improvement Action Plan.

Recommended-

That the Corporate Overview and Scrutiny Committee receive periodic progress reports against the Improvement Action Plan.

(David Greenwood – 01274 431341)

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 Investment Advisory Panel meeting held on 27 April 2017 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 meeting held on 27 April 2017 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 this item.

7. MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) INVESTMENT ADVISORY PANEL HELD ON 27 APRIL 2017

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 "I"** which reports on the minutes of the meeting of the WYPF Investment Advisory Panel held on 27 April 2017.

Recommended –

That the minutes of the West Yorkshire Pension Fund Investment Advisory Panel held on 27 April 2017 be considered.

(Rodney Barton – 01274 432317)

8. WEST YORKSHIRE PENSION FUND REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

The Director of West Yorkshire Pension Fund will submit **Document "J"** which provides the West Yorkshire Pension Fund's financial position for the year ended 31 March 2017. The accounts have been prepared in accordance with:

- CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2016/17
- CIPFA Guidance on Accounting for Local Government Pension Scheme Management Costs.
- Pensions Statement of Recommended Practice 2007
- International Financial Reporting Standards (IFRS), as amended for the UK public sector

Recommended-

That the 2016/17 Statement of Accounts be approved and signed by the Chair of Governance and Audit Committee.

(Ola Ajala – 01274 434534)

The Appendix to Document “J” is a lengthy document and is therefore being circulated on a restricted basis. It is available on the Committee Minutes database of the Council’s Internet site www.bradford.gov.uk or in Committee Secretariat by contacting Fatima Butt on 01274 432227.

9. AUDIT COMPLETION REPORT 2016/17 - AUDIT OF WEST YORKSHIRE PENSION FUND

The External Auditor will present the Audit Completion Report for the West Yorkshire Pension Fund (**Document “K”**) which summarises the findings from the 2016/17 audit.

Recommended-

That the Committee:

- **consider the unadjusted misstatements schedule (Appendix A); and**
- **approve the letter of requested representations (Appendix B) including the reasons for not amending the unadjusted misstatement.**

(Steve Appleton - (01274) 432392)

10. AUDIT COMPLETION REPORT 2016/17 - AUDIT OF CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL

The External Auditor will present the Audit Completion Report (**Document “L”**) which summarises the findings from the audit of City of Bradford Metropolitan District Council’s 2016/17 financial statements.

Recommended-

That the Committee:

- **consider the unadjusted misstatements schedule (Appendix A); and**
- **approve the letter of requested representations (Appendix B) including the reasons for not amending the unadjusted misstatements.**

(Steve Appleton (01274) 432392)

11. STATEMENT OF ACCOUNTS 2016-17

The 2016/17 Statement of Accounts (SOA) have been externally audited and are now presented to Governance and Audit Committee for approval. The External Auditor (Mazars) has reported their findings in two separate Audit Completion Reports, one for the Council and another for the West Yorkshire Pension Fund. Members are asked to consider these before approving the SOA.

The Strategic Director, Corporate Services will submit **Document “M”** which provides an overview of the 2016/17 Statement of Accounts and includes a response to the Council’s Audit Completion Report.

Recommended-

That the 2016/17 Statement of Accounts be approved and signed by the Chair of the Committee.

(James Hopwood – 01274 432882)

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