

Agenda for a meeting of the Governance and Audit Committee to be held Remotely on Thursday, 26 November 2020 at 10.00 am

Members of the Committee – Councillors

LABOUR	CONSERVATIVE	LIBERAL DEMOCRAT AND INDEPENDENT GROUP
Johnson (Chair) Thornton Watson	Pollard	Stubbs

Alternates:

LABOUR	CONSERVATIVE	LIBERAL DEMOCRAT AND INDEPENDENT GROUP
Godwin M Slater Swallow	Ellis	Reid

Notes:

- Please note that, under the current circumstances only Members and Alternates on the Committee will receive paper copies of the agenda, however the agenda and reports can be viewed on the Council's agenda and minutes website five clear working days in advance of the meeting.
- **The meeting will be held remotely, Members and officers in advance of the meeting will be sent via email, instructions and a link on how to join the meeting remotely.**
- A webcast of the meeting will be available to view live on the Council's website at <https://bradford.public-i.tv/core/portal/home> and later as a recording.
- Approximately 30 minutes before the start time of the meeting the Governance Officer will set up the electronic conference arrangements initially in private and bring into the conference facility the Members and officers so that any issues can be raised before the start of the meeting. The officers presenting the reports at the meeting will have been advised by the Governance Officer of their participation and will be brought into the electronic meeting at the appropriate time. Members should be on their own when attending remotely and ensure that any confidential papers are not visible via the technology used.
- Any Councillors or members of the public who wish to make a contribution at the meeting are asked to email fatima.butt@bradford.gov.uk by **10.30 am on Tuesday 24 November 2020** and request to do so. In advance of the meeting those requesting to participate will be advised if their proposed contribution can be facilitated and those participants that can be will be provided with details how to electronically access the meeting. Councillors and members of the public with queries regarding making representations to the meeting please email Fatima Butt.

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. 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

4. LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN - REVIEW OF LOCAL GOVERNMENT COMPLAINTS 2019/20 1 - 12

The Assistant Director, Chief Executive's Office will submit **Document "M"** which summarises the number of complaints and investigations undertaken by the Ombudsman for the year ended 31 March 2020 and compares key complaints performance data with that of other local authorities.

Recommended-

That the contents of the report (Document "M") be noted.

(Irina Arcas – 01274 435269)

5. TREASURY MANAGEMENT MID-YEAR REVIEW UP TO 30 SEPTEMBER 2020 13 - 34

The Director of Finance will submit **Document "N"** which reports on the Council's Treasury Management Mid-Year Review up to 30 September 2020.

The mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management, and covers the following:

- An economic update for the first half of the 2020/21 financial year.
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy.
- The Council's capital expenditure, as set out in the Capital Strategy, and prudential indicators.
- A review of the Council's investment portfolio for 2020/21.
- A review of the Council's borrowing strategy for 2020/21.
- A review of any debt rescheduling undertaken during 2020/21.
- A review of compliance with Treasury and Prudential Limits for 2020/21.

Recommended-

That the report (Document “N”) be noted and referred to the 8 December 2020 Council meeting for adoption.

(David Willis – 01274 432361)

6. WEST YORKSHIRE PENSION FUND REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020 35 - 256

The Director of West Yorkshire Pension Fund will submit **Document “O”** which provides the West Yorkshire Pension Fund’s financial position for the year ended 31 March 2020. The accounts have been prepared in accordance with:

- CIPFA Code of Practice on Local Authority Accounting in the United Kingdom 2019/20
- CIPFA Guidance on Accounting for Local Government Pension Scheme Management Costs.
- Pensions Statement of Recommended Practice
- International Financial Reporting Standards (IFRS), as amended for the UK public sector

Recommended-

That the West Yorkshire Pension Fund Audited Report and Accounts for 2019/20 be considered and approved.

(Ola Ajala – 01274 434534)

7. AUDIT COMPLETION REPORT 2019/20 - AUDIT OF WEST YORKSHIRE PENSION FUND 257 - 280

The External Auditor will present **Document “P”** which summarises the findings of the audit of West Yorkshire Pension Fund’s Financial Statements for the year ended 31 March 2020.

Recommended-

That the Committee:

- **Consider the unadjusted misstatements schedule (Section 4); and**
- **Approve the letter of requested management representations (Appendix A) including the reasons for not amending the unadjusted misstatements.**

(Sharon Liddle – 07881 283343)

8. **AUDIT COMPLETION REPORT 2019/20 - AUDIT OF CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL** 281 - 316

The External Auditor will present **Document “Q”** which summarises the findings from the audit of the City of Bradford Metropolitan District Council for the year ended 31 March 2020.

Recommended-

That the Committee is asked to:

- **Note the contents of the Audit Completion Report prior to approving the Statement of Accounts including consideration of the unadjusted misstatements schedule (Section 4); and**
- **Approve the letter of requested management representations (Appendix A) including the reasons for not amending the unadjusted misstatements.**

(Mark Outterside – 0191 383 6300)

9. **STATEMENT OF ACCOUNTS 2019/20** 317 - 460

The 2019-20 Statement of Accounts (SOA) have been externally audited and are now presented to the 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 Director of Finance will submit **Document “R”** which presents the 2019-20 audited Statement of Accounts (Appendix A) and summarises the key financial points.

Recommended-

That the 2019-20 Statement of Accounts be approved and signed by the Chair of the Committee.

(James Hopwood - 01274 432882)

10. **MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) JOINT ADVISORY GROUP HELD ON 30 JULY 2020** 461 - 476

The Council's Financial Regulations requires 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 **Document “S”** which reports on the minutes of the meeting of the WYPF Joint Advisory Group held on 30 July 2020.

Recommended –

That the minutes of the West Yorkshire Pension Fund Joint Advisory Group held on 30 July 2020 be considered.

(Rodney Barton – 01274 432317)

11. EXCLUSION OF THE PUBLIC

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 30 July 2020 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.

12. MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) INVESTMENT ADVISORY PANEL HELD ON 30 JULY 2020

The Council’s Financial Regulations requires 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 “T”** which reports on the minutes of the meeting of the WYPF Investment Advisory Panel held on 30 July 2020.

Recommended –

That the minutes of the West Yorkshire Pension Fund Investment Advisory Panel held on 30 July 2020 be considered.

(Rodney Barton – 01274 432317)