

Agenda for a meeting of the Governance and Audit Committee to be held on Thursday, 27 January 2022 at 10.30 am in Ernest Saville Room - City Hall, Bradford

Members of the Committee – Councillors

LABOUR	CONSERVATIVE	LIBERAL DEMOCRAT
Tait Thornton Godwin	Pollard	Reid

Alternates:

LABOUR	CONSERVATIVE	LIBERAL DEMOCRAT
M Slater Azam T Hussain	Felstead	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 the agenda item.
- Given the restrictions on room capacity, any Councillors and 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 on Tuesday 25 January 2022 and request to do so. You will then be advised on how you can participate in the meeting. Access to the meeting cannot be guaranteed if those wishing to attend do not register given the Council must comply with the Covid regulations and guidance in place at the time.

On the day of the meeting you are encouraged to wear a suitable face covering (unless you are medically exempt) and adhere to social distancing. Staff will be at hand to advise accordingly.

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 25 November 2021 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. REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA 2000) - LEVEL OF USE (QUARTERLY UPDATE)

The City Solicitor will submit **Document “W”** which provides information relating to:

- The number of authorised and approved covert surveillance operations (Nil return) undertaken by the Councils criminal investigation teams for the first two quarters of 2021.
- The arrangements for training to be presented to officers of the Council in 2022.
- Investigatory Powers Commissioners Office guidance June 2021 which required a review of the Councils RIPA policy.
- The use of the Councils CCTV equipment by the Police or Department of Work and Pensions (DWP) for covert surveillance.
- A summary of the responses from Departments to the RIPA questionnaire issued by the Councils RIPA Coordinator and Monitoring Officer in December 2021.

Recommended-

- (1) That the contents of the report be noted.**

- (2) That the Councils continued compliance with RIPA (Regulation of Investigatory Powers Act) as coordinated and monitored by the Councils RIPA Coordinator and Monitoring Officer and the Senior Responsible Officer be noted.
- (3) That the RIPA training arranged be noted.
- (4) That the Investigatory Powers Commissioners Office advice regarding the Human Rights Act 1998 process as implemented by the RIPA Coordinator and Monitoring Officer be noted.

(Richard Winter – 01274 434292)

6. ANNUAL GOVERNANCE STATEMENT 2020-21 REVIEW

The Director of Finance and IT will submit **Document “X”** which provides an update on the progress and improvements being made in addressing those significant governance concerns reported in the Council’s Annual Governance Statement 2020-2021.

The Annual Governance Statement was formally reviewed and approved by the Governance and Audit Committee at its meeting on the 23rd September 2021.

Recommended-

- (1) That the information contained in Document “X” and the progress made in addressing the significant governance challenges be reviewed.
- (2) That the further actions planned detailed in Document “X” be endorsed.
- (3) That officers and Members be alerted to any emerging governance concerns requiring review during the 2021-22 process.

(Chris Chapman – 01274 433656)

7. APPOINTMENT OF EXTERNAL AUDITORS FOR STATUTORY FINANCIAL STATEMENTS

Members are reminded that the Council previously took a decision to opt into the national Local Government Association led approach (via the Public Sector Audit Appointments Ltd) for the procurement of local authority external auditors for the 5-year period April 2018 through to March 2023.

The council now needs to consider the options available for the appointment of the external auditor for the 2023/24 statement of accounts, with a need to appoint an auditor by the end of December 2022.

In September 2021, the Public Sector Audit Appointments Ltd (PSAA) wrote to local authorities to issue a formal invitation to opt into the national sector-led approach for the 5-year period from April 2023.

The Director of Finance and IT will submit **Document “Y”** which therefore sets out the options available to the Council for the appointment of an external auditor.

Recommended-

That the Committee recommends option 3 (opt into the national auditor appointment scheme) to Council as the preferred option and that the recommendation be included within the reports to Budget Council in February 2022.

(Rachel Gledhill-Moseley - 07966 307065)