

Agenda for a meeting of the Governance and Audit Committee to be held on Thursday, 24 November 2022 at 10.30 am in Committee Room 1 - City Hall, Bradford

Members of the Committee – Councillors

LABOUR	CONSERVATIVE	LIBERAL DEMOCRAT
Tait Thornton Godwin	Felstead	Griffiths

Alternates:

LABOUR	CONSERVATIVE	LIBERAL DEMOCRAT
M Slater Azam Cunningham	Pollard	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:

Asif Ibrahim
Director of Legal and Governance
Agenda Contact: Kav Amrez
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A. PROCEDURAL ITEMS

1. ALTERNATE MEMBERS (Standing Order 34)

The Director of Legal and Governance 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 must consider their interests, and act according to the following:*

Type of Interest	You must:
<i>Disclosable Pecuniary Interests</i>	<i>Disclose the interest; not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation</i>
<i>Other Registrable Interests (Directly Related)</i> OR <i>Non-Registrable Interests (Directly Related)</i>	<i>Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak but otherwise not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation</i>
<i>Other Registrable Interests (Affects)</i> OR <i>Non-Registrable Interests (Affects)</i>	<i>Disclose the interest; remain in the meeting, participate and vote <u>unless</u> the matter affects the financial interest or well-being (a) to a greater extent than it affects the financial interests of a majority of inhabitants of the affected ward, and (b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider</i>

*public interest;
in which case speak on the item only if
the public are also allowed to speak but
otherwise not do not participate in the
discussion or vote; and leave the
meeting unless you have a dispensation*

- (2) *Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (3) *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.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

3. MINUTES

Recommended –

That the minutes of the meeting held on 22 September 2022 be signed as a correct record.

(Kav Amrez – 07929 070 288)

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.

(Kav Amrez – 07929 070 288)

B. BUSINESS ITEMS

5. INTERNAL AUDIT PLAN 2021/22 - MONITORING REPORT

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The Director of Finance and IT will submit **Document “R”** which monitors the progress made by Internal Audit against the Internal Audit Plan for 2021/22.

Recommended -

- (1) That the anticipated coverage and changes of Internal Audit work during the year be endorsed.**
- (2) That Internal Audit be requested to monitor the control environment, risk management and governance arrangements and continues to assess areas of control weakness and the ability of management to deliver improvements to the control environment when required.**

(Mark St Romaine – 01274 432888)

6. TREASURY MANAGEMENT MID YEAR REVIEW REPORT

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The Director of Finance and IT will submit **Document “S”** which reports on the Councils Treasury Mid-Year Review.

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 six months of the 2022/23 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 2022/23.
- A review of the Council's borrowing strategy for 2022/23.
- A review of compliance with Treasury and Prudential Limits for 2022/23.

Recommended -

That the details in Section 2 of Document “S” be noted and the report be referred to the 13 December 2022 Council meeting for adoption.

(David Willis – 01274 432361)

7. STATEMENT OF ACCOUNTS 2021/22 - PROGRESS UPDATE 39 - 46

The Director of Finance and IT will submit **Document “T”** which presents an update on progress on the Council’s 2021-22 draft Statement of Accounts.

Recommended-

That the financial position of the Council’s 2021-22 Statement of Accounts be noted.

(Chris Chapman – 01274 433656)

8. AUDIT COMPLETION REPORT 2021/22 - AUDIT OF CBMDC - PROGRESS UPDATE 47 - 60

The External Auditor will present **Document “U”** which summarises the findings from the audit of the City of Bradford Metropolitan District Council.

The report provides the Governance and Audit Committee with an update on progress in delivering the responsibilities of the external auditors. It also includes a summary of recent national reports and publications for information.

Recommended-

That the update detailed in Document “U” be noted.

(Nicola Hallas – 07824 086 593)

9. MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) BOARD 61 - 76

The role of the Pension Board, as defined by sections 5(1) and (2) of the Public Service Pensions Act 2013 is to assist the Council as Scheme Manager in ensuring the effective and efficient governance and administration of the Local Government Pension Scheme.

The Director of West Yorkshire Pension Fund will submit **Document “V”** which reports on the minutes of the WYPF Pension Board meeting held on 28 June 2022.

Recommended -

That the minutes of the West Yorkshire Pension Fund Pension Board meeting held on 28 June 2022 be considered and noted.

(Matthew Mott – 01274 434523)

10. **MINUTES OF WEST YORKSHIRE PENSION FUND (WYPF) JOINT ADVISORY GROUP** 77 - 90

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 "W"**" which reports on the minutes of the meeting of the WYPF Joint Advisory Group held on 28 July 2022.

Recommended –

That the minutes of the West Yorkshire Pension Fund Joint Advisory Group held on 28 July 2022 be considered noted.

(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 28 July 2022 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**

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 "X"** which reports on the minutes of the meeting of the WYPF Investment Advisory Panel held on 28 July 2022.

Recommended –

That the minutes of the West Yorkshire Pension Fund Investment Advisory Panel held on 28 July 2022 be considered and noted.

(Rodney Barton – 01274 432317)

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED,
WHEREVER POSSIBLE, ON RECYCLED PAPER