



**Service Director – Legal, Governance and  
Commissioning**

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Thursday 27 July 2017

## **Notice of Meeting**

Dear Member

### **Corporate Governance and Audit Committee**

The **Corporate Governance and Audit Committee** will meet in the **Meeting Room 1 - Town Hall, Huddersfield** at **11.00 am** on **Friday 4 August 2017**.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "Julie Muscroft".

**Julie Muscroft**

**Service Director – Legal, Governance and Commissioning**

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

## **The Corporate Governance and Audit Committee members are:-**

### **Member**

Councillor Hilary Richards (Chair)  
Councillor Julie Stewart-Turner  
Councillor Carole Pattison  
Councillor Kath Pinnock  
Councillor Linda Wilkinson  
Councillor Ken Sims  
Councillor Nigel Patrick

When a Corporate Governance and Audit Committee member cannot be at the meeting another member can attend in their place from the list below:-

### **Substitutes Panel**

#### **Conservative**

B Armer  
D Bellamy  
J Dodds  
V Lees-Hamilton  
G Wilson  
D Firth  
J Taylor

#### **Green**

K Allison  
A Cooper

#### **Independent**

C Greaves  
T Lyons

#### **Labour**

E Firth  
C Scott  
M Sokhal  
S Ullah  
S Hall  
S Pandor

#### **Liberal Democrat**

J Lawson  
A Pinnock

### **Ex Officio Members**

Councillor G Turner - Cabinet Portfolio Holder (Resources)  
Councillor M Khan - Cabinet Portfolio Holder (Resources)  
Councillor A Marchington – Chair of Standards Committee

# Agenda

## Reports or Explanatory Notes Attached

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**Pages**

**1: Membership of the Committee**

This is where Councillors who are attending as substitutes will say for whom they are attending.

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**2: Minutes of Previous Meetings**

1 - 10

To approve the Minutes of the meetings of the Committee held on 21 April and 12 May 2017

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**3: Interests**

11 - 12

The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests.

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**4: Admission of the Public**

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

In accordance with Council Procedure Rule 10 (2), Members of the Public should provide at least 24 hours' notice of presenting a deputation.

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## **5: Deputations/Petitions**

The Committee will receive any petitions and hear any deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

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## **6: Public Question Time**

The Committee will hear any questions from the general public.

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## **7: Appointment of Independent Person**

13 - 16

To consider the report.

Contact: Samantha Lawton, Senior Legal Officer

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## **8: External Assessment of Internal Audit, as required by Public sector Internal Audit Standards**

17 - 22

To consider the report.

Contact: Martin Dearnley, Head of Audit and Risk

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## **9: Council- Final Accounts Update - 2016/17**

23 - 30

To receive the report.

Contact: Eamonn Croston, Head of Finance and Accountancy

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**10: Annual report on bad debt write-offs, 2016-17**

31 - 38

To receive the report.

Contact: Steve Bird, Head of Revenues & Benefits

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**11: Exclusion of Public**

To resolve that That acting under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

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**12: Internal Audit - Quarterly Report (Quarter 1)**

39 - 62

This report is recommended for consideration in private because the information contained in it is exempt information within part 1 of Schedule 12A of the Local Government Act 1972 namely that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making.

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

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