



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

Julie Muscroft

The Democracy Service

Civic Centre 3

High Street

Huddersfield

HD1 2TG

Tel: 01484 221000

Please ask for: Andrea Woodside

Email: andrea.woodside@kirklees.gov.uk

Thursday 12 April 2018

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 20 April 2018**.

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", on a light-colored background.

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
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 Andrew Marchington
Councillor Graham Turner
Councillor Musarrat Khan – Cabinet Member (Resources)

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of the Committee

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

2: Minutes of Previous Meeting

1 - 4

To receive and approve the Minutes of the previous meeting held on 9 March 2018.

3: Interests

5 - 6

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.

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.

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.

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

6: External Audit Plan 2017/2018 7 - 38

To receive the report.

Contact: Emma Kirkby, KPMG Audit

7: Annual Report of Internal Audit 2017/18 and Issues for 2018/19 39 - 54

To consider the report.

Contact: Martin Dearnley, Head of Audit and Risk

8: Annual Governance Statement 2017/18 55 - 72

To receive the report.

Contact: Simon Straker, Audit Manager

9: Proposed Revisions to the Terms of Reference - Health and Wellbeing Board 73 - 78

To consider the report.

Contact: Phil Longworth, Health Policy Officer

10: Proposed Dates of Council - Municipal Year 2018/19 79 - 82

To consider the report.

Contact: Andrea Woodside, Governance Officer

11: Quarterly Report of Internal Audit 2017/18 (Quarter 4) 83 - 86

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

12: Fresh Horizons Update

87 - 88

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

13: Exclusion of the Public

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

14: Quarterly Report of Internal Audit 2017/18 (Quarter 4)

89 - 104

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.

Exempt appendix in relation to Agenda Item 11.

Contact: Martin Dearnley, Head of Audit and Risk

15: Fresh Horizons Update

105 -
108

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.

Exempt appendix in relation to Agenda Item 12.

Contact: Martin Dearnley, Head of Audit and Risk
