



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

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## **Decision Summary**

**Committee:**  
**AUDIT COMMITTEE**

**Date:**

**Committee Clerk:**

**TEL:**

**CORPORATE GOVERNANCE AND**

**FRIDAY 20 APRIL 2018**

**Andrea Woodside**

**01484 221000**

### **Chair**

Councillor Hilary Richards

### **Councillors Attended**

Councillor Julie Stewart-Turner

Councillor Carole Pattison

Councillor Kath Pinnock

Councillor Linda Wilkinson

Councillor Ken Sims

Councillor Nigel Patrick

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## **1 Membership of the Committee**

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

All Committee Members were present.

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## **2 Minutes of Previous Meeting**

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

Approved as a correct record.

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### **3 Interests**

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.

No interests were declared.

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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.

It was noted that Agenda Items 14 and 15 would be considered in private session.

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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.

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

None received.

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### **6 External Audit Plan 2017/2018**

To receive the report.

Contact: Emma Kirkby, KPMG Audit

That the External Audit Plan 2017/2018 be received and noted.

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## **7 Annual Report of Internal Audit 2017/18 and Issues for 2018/19**

To consider the report.

Contact: Martin Dearnley, Head of Audit and Risk

- 1) That the Annual Report of Internal Audit 2017/2018 be received and noted.
- 2) That, pursuant to (1) above, the Committee confirms that it is content with (i) the effectiveness of the broader control environment, risk management and governance arrangements of the Council (ii) the effectiveness of the internal audit function and its conformance with Public Sector Internal Audit Standards and (iii) proposed audit plans for general services, and for the Housing Revenue Account and Kirklees Neighbourhood Housing for 2018/2019.
- 3) That the continued approval of the March 2017 Internal Audit Charter be confirmed.
- 4) That a forward work programme be submitted to the first meeting of the 2018/2019 municipal year, incorporating issues and concerns raised by the Committee in considering the report.

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## **8 Annual Governance Statement 2017/18**

To receive the report.

Contact: Simon Straker, Audit Manager

That the Draft Annual Governance be received and that the comments raised by the Committee in considering the report, be noted and actioned as appropriate.

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## **9 Proposed Revisions to the Terms of Reference - Health and Wellbeing Board**

To consider the report.

Contact: Phil Longworth, Health Policy Officer

That the amendments to the terms of reference of Health and Wellbeing Board be submitted to the meeting on Annual Council on 23 May 2018 with a recommendation of approval.

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## **10 Proposed Dates of Council - Municipal Year 2018/19**

To consider the report.

Contact: Andrea Woodside, Governance Officer

That the proposed dates for meetings of Council during the 2018-2019 municipal year be submitted to the meeting on Annual Council on 23 May 2018 with a recommendation of approval.

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## **11 Quarterly Report of Internal Audit 2017/18 (Quarter 4)**

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

That the Internal Audit Quarterly Report (Quarter 4) be received and noted.

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## **12 Fresh Horizons Update**

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

That the update report on the Council's relationship with Fresh Horizons Ltd be received and noted.

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## **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.

That acting under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for 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, as specifically stated in the undermentioned Minutes.

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

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

That the Internal Audit Quarterly Report (Quarter 4) be received and noted.

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## **15 Fresh Horizons Update**

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

- 1) That the update report on the Council's relationship with Fresh Horizons Ltd be received and noted.
  - 2) That the Committee comments regarding the need to ensure the establishment of effective governance arrangements for partnership working be noted and actioned as appropriate.
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