



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

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Thursday 19 July 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 **10.30 am** on **Friday 27 July 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 Carole Pattison  
Councillor Kath Pinnock  
Councillor Ken Sims  
Councillor Julie Stewart-Turner  
Councillor John Taylor  
Councillor Gemma Wilson

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  
V Lees-Hamilton  
N Patrick  
M Thompson

#### **Green**

K Allison  
A Cooper

#### **Independent**

C Greaves  
T Lyons

#### **Labour**

S Hall  
N Mather  
M Sokhal  
R Walker

#### **Liberal Democrat**

R Eastwood  
C Iredale  
A Munro  
A Pinnock

### **Ex Officio Members**

Councillor Eric Firth  
Councillor Graham Turner (Cabinet Member – Corporate Services)

# 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 receive and approve the Minutes of the previous meetings held on 20 April and 11 May 2018.

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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.

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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.

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**6: Annual Governance Statement 2017/2018** 13 - 30

To consider the report.

Contact: Simon Straker, Audit Manager

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**7: External Audit Report (KPMG) - 2017/2018** 31 - 76

To consider the report.

Contact:

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**8: Approval of the Council's Final Accounts - 2017/2018** 77 - 228

To consider the report.

Contact: Eamonn Croston, Finance and Accountancy

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**9: Annual Report - Bad Debt Write-Offs - 2017/2018** 229 - 234

To receive the report.

Contact: Steve Bird, Exchequer and Welfare Services

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**10: Quarterly Report Of Internal Audit 2018/2019 (Quarter 1)** 235 - 238

To receive the report.

Contact: Martin Dearnley, Head of Audit and Risk

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**11: 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 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: Quarterly Report Of Internal Audit 2018/2019 (Quarter 4)**

239 -  
250

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 10.

Contact: Martin Dearnley, Head of Audit and Risk

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