



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

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Tuesday 14 July 2020

Notice of Meeting

Dear Member

Corporate Governance and Audit Committee

The **Corporate Governance and Audit Committee** will meet in the **Virtual Meeting - online** at **10.00 am** on **Wednesday 22 July 2020**.

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 Will Simpson (Chair)
Councillor Kath Pinnock
Councillor Steve Hall
Councillor John Taylor
Councillor Paola Antonia Davies
Councillor Susan Lee-Richards
Councillor Martyn Bolt

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
V Lees-Hamilton
N Patrick
M Thompson
R Smith

Green

K Allison

Independent

C Greaves
T Lyons

Labour

M Akhtar
M Sokhal
M Kaushik
H Uppal

Liberal Democrat

A Munro
A Pinnock
J Lawson
A Marchington

Ex Officio Members

Councillor Graham Turner
Councillor Elizabeth Smaje
Councillor Paul Davies

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 approve the Minutes of the meeting of the Committee held on 6 March 2020

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: Public Question Time

Due to Covid-19 restrictions, questions must be received no later than 10am on 21 July. Questions should be submitted to executive.governance@kirklees.gov.uk.

7: Draft Annual Governance Statement 2019/20

7 - 26

To provide the Committee with details of the latest version of the Statement for information and comment prior to formal approval in conjunction with the Annual Accounts later in the year.

Contact: Simon Straker, Audit Manager

8: Annual report on Treasury Management 2019/20

27 - 44

To provide an annual report on borrowing and investment performance.

Contact: James Anderson, Head of Accountancy

9: Update on the Council Final Accounts for 2019/20

45 - 48

To provide an update on the final accounts and audit processes for 2019/20

Contact: James Anderson, Head of Accountancy

10: External Audit Update

49 - 84

To receive the External Audit Plan; Progress report and Sector Update; and to note the contents of a letter relating to the closure and audit of the 2019/20 accounts.

Contact: Stephen Nixon, Grant Thornton UK

11: Annual Report of Internal Audit 2019/20 and issues for 2020/21 85 - 136

To provide information about Internal Audit activity and the effectiveness of the system of internal control, and conclusions on the control environment and assurance provided in 2019/20, and on matters that relate to Internal Audit activity in 2020/21

Contact: Martin Dearnley, Head of Risk

12: Joshua Wood Charity 137 - 140

To consult with Corporate Governance & Audit Committee (CGAC) and to ascertain whether CGAC would wish the council to have a right to nominate a Trustee of the Joshua Wood Charity

Contacts: Martin Dearnley, Head of Risk
Mark Nicholson, Senior Legal Officer

13: Quarterly Report of Internal Audit - Q4 2019/20 - January 2020 - March 2020 141 - 144

To provide information about internal audit work in quarter 4 of 2019/20

Contact: Martin Dearnley, Head of Risk

14: Quarterly Report of Internal Audit Q1 2020/21 - April 2020 - June 2020 145 - 148

To provide information about internal audit work in quarter 1 of 2020/21

Contact: Martin Dearnley, Head of Risk

15: Dates of Future Meetings

Proposed dates for 2020/2021 are as follows:

23 September

24 Nov
20 Jan 2021
9 March
22 April

(Note: a proposed date in late May 2021 (following elections) will be required for a Treasury Outturn report and Accounts update).

16: 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.

17: Quarterly Report of Internal Audit Q4 2019/20 - Jan 2020 - March 2020 149 - 168

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 13.
Contact: Martin Dearnley, Head of Risk

18: Quarterly Report of Internal Audit Q1 2020/21 - April 2020 - June 2020 169 - 176

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 14.
Contact: Martin Dearnley, Head of Risk
