



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

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Thursday 22 September 2022

Notice of Meeting

Dear Member

Corporate Governance and Audit Committee

The **Corporate Governance and Audit Committee** will meet in the **Reception Room - Town Hall, Huddersfield** at **10.00 am** on **Friday 30 September 2022**.

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 Yusra Hussain (Chair)
Councillor Ammar Anwar
Councillor Kath Pinnock
Councillor Harry McCarthy
Councillor Elizabeth Reynolds
Councillor Joshua Sheard
Councillor John Taylor

When a Member of the Corporate Governance and Audit Committee cannot attend the meeting, a member of the Substitutes Panel (below) may attend in their place in accordance with the provision of Council Procedure Rule 35(7).

Substitutes Panel

Conservative

B Armer
A Gregg
D Hall
V Lees-Hamilton
R Smith
M Thompson

Green

K Allison
S Lee-Richards

Independent

C Greaves
A Lukic

Labour

S Hall
M Kaushik
F Perry
M Sokhal E Firth
T Hawkins

Liberal Democrat

A Munro
PA Davies
J Lawson
A Marchington
A Pinnock

Ex Officio Members

Councillor Paul Davies
Councillor Elizabeth Smaje
Councillor Jo Lawson

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of the Committee

To receive any apologies for absence, or details of substitutions to the Committee membership.

2: Minutes of Previous Meeting

1 - 6

To approve the Minutes of the meeting of the Committee held on 15th July 2022.

3: Declarations of Interest

7 - 8

Committee Members will be asked to advise if there are any items on the Agenda in which they have a Disclosable Pecuniary Interest, which would prevent them from participating in any discussion or vote on an item, or any other interests.

4: Admission of the Public

Most agenda items will be considered in public session, however, it shall be advised whether the Committee will consider any matters in private, by virtue of the reports containing information which falls within a category of exempt information as contained at Schedule 12A of the Local Government Act 1972.

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

The Committee will hear any questions from the general public.

7: Democracy Commission Update

To receive a verbal update on the work of the Democracy Commission.

8: Interim Polling District Review

9 - 30

To consider and approve to amend the polling district boundaries following the conclusion of an interim polling district review.

Contact Officer: Laura Burrell, Electoral Services Manager

9: Update on Representation on Outside Bodies

31 - 40

To receive an update on Representation on Outside Bodies.

Contact Officer: Leigh Webb, Governance Manager

10: Annual report on bad debt write-offs - 2021/22

41 - 48

To consider a report on bad debt write-off 2021-22 and note the information in the appendices on bad debt write offs.

Contact Officer: Mark Stanley, Senior Manager, Welfare & Exchequer Services.

11: Draft Annual Governance Statement 2021/22 49 - 66

To consider and approve the Draft Annual Governance Statement 2021/22.

Contact Officer: Martin Dearnley, Head of Risk and Internal Audit.

12: Audit Progress Report and Sector Update 67 - 80

To receive the Audit Progress Report and Sector Update.

Contact: Grant Thornton External Audit.

13: Appointment of an Independent Member to the Corporate Governance & Audit Committee 81 - 98

To consider appointing an Independent Member to the Corporate Governance & Audit Committee.

Contact: Martin Dearnley, Head of Risk and Internal Audit.
