



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

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Thursday 4 May 2023

Notice of Meeting

Dear Member

Corporate Governance and Audit Committee

The **Corporate Governance and Audit Committee** will meet in the **Meeting Room 3 - Town Hall, Huddersfield** at **10.00 am** on **Friday 12 May 2023**.

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
M Sokhal E Firth
T Hawkins

Liberal Democrat

A Munro
PA Davies
J Lawson
A Marchington
A Pinnock

Ex Officio Members

Councillor Paul Davies - Cabinet Member, Corporate
Councillor Elizabeth Smaje - Chair of Overview and Scrutiny Committee
Councillor Jo Lawson – Chair of Standards Committee

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 - 4

To approve the Minutes of the meeting of the Committee held on 21 April 2023.

3: Declarations of Interest

5 - 6

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 debates take place in public. This only changes where 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, 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: Changes to the Council's Constitution (Reference to Annual Council) 7 - 26

To consider proposed changes to the Council's Constitution and receive a summary of changes made by the Monitoring Officer using delegated powers.

Contact: Julie Muscroft, Service Director – Legal, Governance and Commissioning

8: Proposed Amendments to Overview and Scrutiny (Reference to Annual Council) 27 - 42

To consider proposed amendments to the Overview and Scrutiny structure.

Contact: Samantha Lawton, Head of Governance

9: Proposed Revisions to Financial Procedure Rules (Reference to Annual Council) 43 - 60

To consider proposed changes to Financial Procedure Rules for the municipal year 2023/24.

Contact: Martin Dearnley, Head of Risk

10: Proposed Revisions to Contract Procedure Rules (Reference to Annual Council) 61 - 128

To consider proposed changes to Contract Procedure Rules for the municipal year 2023/24.

Contact: Jane Lockwood, Head of Procurement

11: Informing the Audit Risk Assessment

129 -
170

To receive an update on the final accounts and audit processes for 2022/3.

Contact: James Anderson, Head of Accountancy

12: External Audit Progress Report

171 -
190

To receive an update report relating to external audit.

Contact: Grant Thornton, External Auditor
