



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

**Julie Muscroft**

Governance and Commissioning

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## Decision Summary

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

**Date:**

**Committee Clerk:**

**TEL:**

**CORPORATE GOVERNANCE AND**

**FRIDAY 19 APRIL 2024**

**Nicola Sylvester**

**01484 221000**

### **Chair**

Councillor James Homewood

### **Councillors Attended**

Councillor Harry McCarthy (Virtual)

Councillor John Taylor

Councillor Kath Pinnock

### **Attendees**

Rachel Spence-Henshall, Strategic Director, Corporate Strategy, Commissioning and Public Health,

Julie Muscroft -Service Director, Legal, Governance and Commissioning, (Virtual)

Leigh Webb - Acting Head of Governance

Martin Dearnley -Head of Risk & Internal Audit,

Councillor Graham Turner

Gareth Mills -Grant Thornton (Virtual)

Greg Charnley - Grant Thornton (Virtual)

### **Co-optees**

Chris Jones

### **Ex-Officio Members**

Councillor Elizabeth Smaje

### **Apologies**

Councillor Naheed Mather

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## **1 Membership of the Committee**

To receive apologies for absence from those Members who are unable to attend the meeting and details of substitutions and for whom they are attending to the Committee membership.

Apologies for absence were received on behalf of Councillor Naheed Mather.

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## **2 Minutes of Previous Meeting**

To approve the Minutes of the meeting of the Committee held on the 8<sup>th</sup> March 2024.

**RESOLVED:** That the Minutes of the meeting held on 8<sup>th</sup> March 2024 be approved as a correct record.

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## **3 Declaration of Interests**

Members will be asked to say if there are any items on the Agenda in which they have any disclosable pecuniary interests or any other interests, which may prevent them from participating in any discussion of the items or participating in any vote upon the items.

Councillor John Taylor declared 'an other' interest as a member of the Democracy Commission.

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## **4 Admission of the Public**

Most agenda items take place in public. This only changes where there is a need to consider exempt information, as contained at Schedule 12A of the Local Government Act 1972. You will be informed at this point which items are to be recommended for exclusion and to be resolved by the Committee.

All items were considered in public session.

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## **5 Deputations/Petitions**

The Committee will receive any petitions and/or 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 submit a petition at the meeting relating to a matter on which the body has powers and responsibilities.

In accordance with Council Procedure Rule 10, Members of the Public must submit a deputation in writing, at least three clear working days in advance of the meeting and shall subsequently be notified if the deputation shall be heard. A maximum of four deputations shall be heard at any one meeting.

There were no deputations or petitions received.

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## **6 Implementation of Democracy Commission Recommendations update**

To receive the Implementation of Democracy Commission Recommendations update.

Contact: Leigh Webb, Acting Head of Governance.

**RESOLVED:** That the Implementation of Democracy Commission Recommendations update be noted.

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## **7 Proposed revisions to the terms of reference for the Kirklees Health and Wellbeing Board 2024/25**

To consider the proposed revisions to the terms of reference for the Kirklees Health & Wellbeing Board.

Contact: Alex Chaplin, Strategy and Policy Officer (Adults Social Care).

**RESOLVED:**

- (i) That the updated Terms of Reference for the Kirklees Health and Wellbeing Board for the year 2024/25 be approved and referred to Council on 22 May 2024,
  - (ii) That delegated authority to the Chair of Health and Wellbeing Board for the appointment of a Deputy Chair from amongst its members be approved.
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## **8 Internal Audit Plan for 2024/25 and Associated Matters**

To consider the Internal Audit Plan for 2024/25 and associated matters.

Contact: Martin Dearnley, Head of Audit & Risk.

**RESOLVED:**

- (i) That the proposed audit plan for 2024/25 (April to September 2024/ draft October 2024 to March 2025) be approved,
- (ii) That the resourcing position of Internal Audit be noted,
- (iii) That the Head of Risk and Internal Audit be delegated authority to make changes to the Audit Plan as he considers reasonable, reflecting the needs of the organisation, subject to this being reported back to this Committee,
- (iv) That the Internal Audit Mandate, Charter and Strategy be approved,
- (v) That other matters raised in the report be noted,
- (vi) That acting under Section 100(A) of the Local Government Act 1972, the

public be excluded from the meeting on the grounds that they involve the disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

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