



**Service Director – Legal, Governance and  
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Tuesday 15 April 2025

## **Notice of Meeting**

Dear Member

### **Corporate Governance and Audit Committee**

The **Corporate Governance and Audit Committee** will meet in the **Council Chamber - Town Hall, Huddersfield** at **10.30 am** on **Friday 25 April 2025**.

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 "S Lawton".

**Samantha Lawton**

**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 John Taylor (Chair)  
Councillor James Homewood  
Councillor Angela Sewell  
Councillor Caroline Holt  
Councillor Kath Pinnock  
Councillor Jane Rylah  
Councillor Imran Safdar  
Chris Jones (Co-Optee)

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**

<b>Conservative</b>	<b>Green</b>	<b>Labour</b>	<b>Liberal Democrat</b>	<b>Community Alliance</b>	<b>Kirklees Community Independents</b>
D Bellamy	K Allison	M Sokhal	PA Davies	A Anwar	A Arshad
D Hall	A Cooper	M Ahmed	J Lawson	A Zaman	JD Lawson
M Thompson	S Lee- Richards	S Ullah	A Munro	C Scott	
		B Addy	A Marchington		
		M Crook	A Smith		
		E Firth	A Pinnock		
		H McCarthy	A Robinson		
			D Longstaff		

### **Ex Officio Members**

Councillor Cahal Burke  
Councillor Bill Armer  
Councillor Tyler Hawkins

# Agenda

## Reports or Explanatory Notes Attached

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**Pages**

**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.

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**2: Minutes of Previous Meeting**

1 - 6

To approve the Minutes of the meeting of the Committee held on the 7<sup>th</sup> March 2025.

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**3: Declaration of Interests**

7 - 8

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.

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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.

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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.

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## **6: Public Question Time**

To receive any public questions.

In accordance with Council Procedure Rule 11, the period for the asking and answering of public questions shall not exceed 15 minutes.

Any questions must be submitted in writing at least three clear working days in advance of the meeting.

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## **7: Council Meetings - 2025/26 Municipal Year**

9 - 12

To consider dates and times for Meetings of Council for the 2025/26 Municipal Year.

Contact: Leigh Webb, Head of Governance.

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## **8: Housing Tenancy Allocation Audit**

13 - 20

To receive the Housing Tenancy Allocation Audit Report.

Contact: Janet Sharpe, Interim Service Director, Homes and Neighbourhoods.

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## **9: Informing the Audit Risk Assessment for Kirklees Council**

21 - 44

To receive the Informing the Audit Risk Assessment for Kirklees Council report.

Contact: James Anderson, Head of Accountancy.

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<b>10:</b>	<b>Minimum Revenue Provision Explanatory Note</b>	45 - 56
	To receive the Minimum Revenue Provision Explanatory Note.	
	Contact: Kevin Mulvaney, Service Director, Finance.	
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<b>11:</b>	<b>Audit progress and sector updates</b>	57 - 80
	To receive the Audit progress and sector updates report.	
	Contact: Grant Thornton.	
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<b>12:</b>	<b>Internal Audit Charter, Strategy &amp; Plan for 2025/26</b>	81 - 130
	To consider the Internal Audit Charter, Strategy & Plan for 2025/26.	
	Contact: Martin Dearnley, Head of Risk.	
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<b>13:</b>	<b>Agenda Plan 2024/25</b>	131 - 132
	To review the Agenda Plan 2024/5.	
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