



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

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Thursday 24 July 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 1 August 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 Caroline Holt
Councillor Harry McCarthy
Councillor Kath Pinnock
Councillor Angela Sewell
Vacancy
Nicholas Booth (Co-Optee)
Andrew North (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

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

Ex Officio Members

Councillor Bill Armer
Councillor Cahal Burke
Councillor Graham Turner/Nosheen Dad

Agenda

Reports or Explanatory Notes Attached

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.

2: **Minutes of Previous Meeting**

1 - 6

To approve the Minutes of the meeting of the Committee held on 20th June 2025.

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.

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.

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.

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.

7: Emergency Planning and Business Continuity Annual Report 9 - 20

To receive the Emergency Planning and Business Continuity Annual Report.

Contact: Sean Westerby, Corporate Safety and Resilience Manager.
Tel: 01484 221000.

8: Mandatory Training Review 21 - 26

To receive the Mandatory Training Review Report.

Contact: Shauna Coyle, Head of People Services. Tel: 01484 221000.

9: Community Governance Review Report 27 - 34

To consider the Community Governance Review Report.

Contact: Nick Howe, Policy & Partnership Manager. Tel: 01484 221000.

10: Corporate Governance and Audit Committee Annual Report 35 - 58

To receive the Corporate Governance and Audit Committee Annual Report.

Contact: Nicola Sylvester, Principal Governance and Democratic Engagement Officer. Tel: 01484 221000.

11: External Audit Verbal Progress Update

To receive a verbal progress update from the External Auditors – Grant Thornton.

Contact: Nicola Sylvester, Principal Governance and Democratic Engagement Officer. Tel: 01484 221000.

12: Agenda Plan 59 - 60

To review the Committees Agenda Plan.

Contact: Nicola Sylvester, Principal Governance and Democratic Engagement Officer. Tel: 01484 221000.
