



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

Samantha Lawton

Governance and Commissioning

PO Box 1720

Huddersfield

HD1 9EL

Tel: 01484 221000

Decision Summary

Committee:
AUDIT COMMITTEE

Date:

Committee Clerk:

TEL:

CORPORATE GOVERNANCE AND

FRIDAY 1 AUGUST 2025

Nicola Sylvester

01484 221000

Chair

Councillor John Taylor

Councillors Attended

Councillor James Homewood

Councillor Caroline Holt

Councillor Harry McCarthy

Councillor Kath Pinnock

Councillor Angela Sewell

Attendees

Samantha Lawton, Service Director, Legal, Governance and Commissioning

Shauna Coyle, Head of People Service

Michelle Moss, HR Manager

Sean Westerby, Corporate Safety and Resilience Manager

Nick Howe, Policy & Partnerships Manager

Amy Oakes, Learning & Organisation Development Partner

Greg Charnley, Grant Thornton

Aanchal Singla, Grant Thornton

Co-optees

Nicholas Booth

Ex-Officio Members

Councillor Bill Armer, Chair of Standards Committee

Apologies

Andrew North (Co-Optee)

Councillor Nosheen Dad (Ex-Officio)

2 Minutes of Previous Meeting

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

RESOLVED- That the minutes of the meeting held on 20th June 2025 be approved as a correct record.

7 Emergency Planning and Business Continuity Annual Report

To receive the Emergency Planning and Business Continuity Annual Report.

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

RESOLVED- That the Emergency Planning and Business Continuity Annual Report be noted.

8 Mandatory Training Review

To receive the Mandatory Training Review Report.

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

RESOLVED- That the Mandatory Training Review including the updated approach and actions in progress to implement changes in relation to compliance training be noted.

9 Community Governance Review Report

To consider the Community Governance Review Report.

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

RESOLVED-

- 1) That the arrangements for producing the Terms of Reference for the Community Review be agreed,
 - 2) That Corporate Governance and Audit Committee oversee the delivery of the Community Governance Review.
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10 Corporate Governance and Audit Committee Annual Report

To receive the Corporate Governance and Audit Committee Annual Report.

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

RESOLVED- That the Corporate Governance and Audit Committee Annual Report be noted and referred to Council.

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.

RESOLVED- That the External Audit progress update be noted.

12 Agenda Plan

To review the Committees Agenda Plan.

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

RESOLVED- That the updated Agenda Plan be noted.
