

A meeting of the **CORPORATE GOVERNANCE PANEL** will be held in **THE COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARYS STREET, HUNTINGDON** on **TUESDAY, 27 JUNE 2006** at **6:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact  
(01480)**

**APOLOGIES**

**1. MINUTES** (Pages 1 - 2)

To approve as a correct record the Minutes of the meeting of the Panel held on 17th May 2006.

**A Roberts  
388009**

**2. MEMBERS' INTERESTS**

To receive from Members declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda item. Please see Notes 1 and 2 below.

**3. EXTERNAL AUDIT REPORTS** (Pages 3 - 42)

To consider a report by the Head of Financial Services on the annual Audit and Inspection Letter and the Council's Use of Resources rating.

**S Couper  
388103**

**Please Note: Annex A of the report will follow.**

**4. FINAL ACCOUNTS 2005/06** (Pages 43 - 44)

To consider a report by the Head of Financial Services for approval of the draft Report and Accounts 2005/06 – **to follow**.

**S Couper  
388103**

**5. RISK MANAGEMENT STRATEGY** (Pages 45 - 62)

To consider a report by the Head of Financial Services recommending the adoption of a revised Risk Management Strategy.

**S Couper  
388103**

**6. UPDATE ON RISK REGISTER AND AUDIT PLAN PROGRESS**  
(Pages 63 - 64)

To receive and note a report by the Head of Financial Services containing an update on the development of the Risk Register and the Audit Plan.

**D Harwood  
388115**

**7. CRIMINAL RECORDS BUREAU CHECKS FOR ELECTED MEMBERS** (Pages 65 - 70)

To consider a report by the Director of Central Services recommending the introduction of Criminal Records Bureau checks for Members.

**C Bulman  
388234**

8. **PERSISTENT AND/OR VEXATIOUS COMPLAINTS POLICY** (Pages 71 - 78)

To consider a report by the Director of Central Services on suggested amendments to the Council's persistent complaints policy.

**P Watkins**  
**388002**

9. **COMPLAINTS** (Pages 79 - 82)

To consider a report by the Director of Central Services on internal complaints and complaints determined by the Local Government Ombudsman in 2005/06.

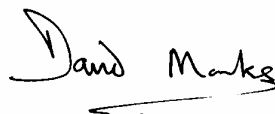
**L Jablonska**  
**388004**

10. **SPECIAL MEETING**

To set a date for a Special meeting, which is required to enable to Panel to consider the Annual Statement of Assurance for publication with the accounts.

**A Roberts**  
**388009**

Dated this 20th day of June 2006



Chief Executive

**Notes**

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
  - (a) *the well-being, financial position, employment or business of the Councillor, a partner, relatives or close friends;*
  - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
  - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or*
  - (d) *the Councillor's registerable financial and other interests.*
2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

**Please contact A Roberts, Democratic Services Officer, Tel No 01480 388009/e-mail: Anthony.Roberts@huntsdc.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Panel.**

**Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.**

**Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.**

Agenda and enclosures can be viewed on the District Council's website – [www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk) (under *Councils and Democracy*).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Democratic Services Manager and we will try to accommodate your needs.

***Emergency Procedure***

*In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit and to make their way to the base of the flagpole in the car park at the front of Pathfinder House.*