

A meeting of the **CORPORATE GOVERNANCE PANEL** will be held in **MEETING ROOM 1, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 24 JUNE 2008** 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 14<sup>th</sup> May 2008.

**Miss H Ali  
388006**

**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 overleaf.

**3. FINAL ACCOUNTS 2007/08** (Pages 3 - 42)

To consider a report by the Head of Financial Services seeking approval of the draft Statement of Accounts for the 2007/08 financial year.

**S Couper  
388103**

**4. BENEFIT FRAUD PROSECUTION POLICY AND PROCEDURES**  
(Pages 43 - 54)

To consider a report by the Head of Customer Services on the outcome of a review of the existing procedure for the sanction and prosecution of those persons found to be committing benefit fraud.

**Mrs J Barber  
388105**

**5. ANNUAL REVIEW OF THE INTERNAL AUDIT SERVICE** (Pages 55 - 60)

To consider a report by the Audit and Risk Manager outlining the findings of the Annual Review of the Internal Audit Service.

**D Harwood  
388115**

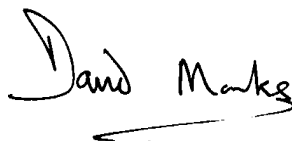
**6. INTERNAL AUDIT SERVICE: INTERNAL AUDIT AND ASSURANCE PLAN** (Pages 61 - 70)

To consider a report by the Audit and Risk Manager on the Internal Audit and Assurance Plan for the 12 month period commencing in August 2008.

**D Harwood  
388115**

7. **EXTERNAL AUDIT PLAN 2008/09** (Pages 71 - 92)
- To consider the Huntingdonshire District Council External Audit Plan for 2008/09. **S Couper  
388103**
8. **CHANGES TO THE CONSTITUTION - STANDARDS COMMITTEE**
- To consider a report by the Director of Central Services and Monitoring Officer – **TO FOLLOW** – on changes required to the Constitution arising from the Standards Committee (England) Regulations 2008. **Ms C Deller  
388007**
9. **COMPLAINTS** (Pages 93 - 96)
- To consider a report by the Director of Central Services on the internal complaints determined by the Local Government Ombudsman in 2007/08. **A Roberts  
388004**
10. **EXCLUSION OF THE PUBLIC**
- To resolve:-
- that the public be excluded from the meeting because the business to be transacted contains exempt information relating to individuals.
11. **LOCAL GOVERNMENT OMBUDSMAN: LOCAL SETTLEMENT OF COMPLAINT** (Pages 97 - 98)
- To consider a report by the Director of Central Services on the local settlement of a complaint made to the Local Government Ombudsman. **A Roberts  
388004**
12. **COUNCIL TAX BENEFIT COMPLAINT: AWARD OF COMPENSATION** (Pages 99 - 100)
- To consider a report by the Head of Customer Services seeking approval of a compensation payment made under the Council's internal complaints system. **Mrs J Barber  
388105**

Dated this 18 day of June 2008



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, their family or any person with whom they had a close association;*
  - (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 £25,000; 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 Miss H Ali, Democratic Services Officer, Tel No: 01480 388006 / e-mail: [Habbiba.Ali@huntsdc.gov.uk](mailto:Habbiba.Ali@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.**

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 car park adjacent to the Methodist Church on the High Street (opposite Prima's Italian Restaurant).*