

A meeting of the **CORPORATE GOVERNANCE PANEL** will be held in the **KESTREL ROOM, COUNTRYSIDE CENTRE, HINCHINGBROOKE COUNTRY PARK, BRAMPTON ROAD, HUNTINGDON, PE29 6DB** on **TUESDAY, 22 SEPTEMBER 2009** at **6:30 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting of the Panel held on 23rd June 2009.

**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. AUDIT COMMISSION PROPOSAL FOR CHANGE OF EXTERNAL AUDITORS

To receive a verbal update from the Director of Commerce and Technology on a proposal to change the Council's External Auditors.

**T Parker
388100**

4. REVIEW OF HOUSING BENEFIT FRAUD INVESTIGATION ACTIVITY & THE COUNCIL'S WHISTLEBLOWING POLICY
(Pages 5 - 8)

To consider a joint report by the Head of Customer Services and Audit & Risk Manager summarising the activity of the Benefits Fraud Investigation Team over the 2008/09 financial year and to note the outcome of the annual review on whistleblowing.

**Mrs J Barber
388105
D Harwood
388115**

5. REVIEW OF THE EFFECTIVENESS OF THE CORPORATE GOVERNANCE PANEL (Pages 9 - 12)

To receive a report by the Head of Financial Services providing an update on progress made to deliver the action plan designed to improve the effectiveness of the Corporate Governance Panel.

**D Harwood
388115**

6. RISK REGISTER (Pages 13 - 28)

To receive a report by the Audit and Risk Manager providing an update on the Risk Register.

**D Harwood
388115**

7. **INTERNAL AUDIT SERVICE: ANNUAL AUDIT REPORT** (Pages 29 - 42)

To consider a report by the Audit and Risk Manager on the Internal Audit Service Annual Audit Report.

D Harwood
388115

8. **ANNUAL REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL AUDIT** (Pages 43 - 54)

To consider a report by the Audit and Risk Manager detailing the outcome of a review of the effectiveness of the system of internal audit.

D Harwood
388115

9. **GOVERNANCE STATEMENT** (Pages 55 - 74)

To consider a report by the Head of Law, property & Governance seeking endorsement of the Council's Governance Statement for 2008/09.

H Thackray
388035

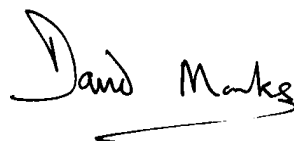
10. **APPROVAL FOR PUBLICATION OF THE 2008/09 ACCOUNTS** (Pages 75 - 330)

To consider a report by the Head of Financial Services setting out the processes to enable the Council's accounts for 2008/09 to be published.

S Couper
388103

The Statement of Accounts will be **TO FOLLOW**.

Dated this 17 day of September 2009



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 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 (*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.