



A meeting of the **CORPORATE GOVERNANCE COMMITTEE** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **WEDNESDAY, 2 OCTOBER 2019** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. MINUTES (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting of the Committee held on 25th July 2019.

Contact Officer: H Peacey - (01480) 388007

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda Item.

Contact Officer: Democratic Services - (01480) 388169

3. CODE OF CONDUCT COMPLAINTS - UPDATE (Pages 11 - 14)

To provide a summary and update of completed or ongoing complaints received regarding alleged breaches of the Code of Conduct under the Localism Act 2011 since the start of the year.

Contact Officer: L Jablonska - (01480) 388004

4. POLLING DISTRICTS AND POLLING PLACES REVIEW - CONSULTATION OUTCOME (Pages 15 - 30)

To receive a report from the Elections & Democratic Services Manager on the Polling Districts and Polling Places Review Consultation Outcome.

Contact Officer: L Jablonska - (01480) 388004

5. COMMUNITY GOVERNANCE REVIEW - HOLME PARISH COUNCIL (Pages 31 - 42)

To receive a report from the Elections & Democratic Services Manager outlining the outcome of the Community Governance Review at Holme Parish Council.

Contact Officer: L Jablonska - (01480) 388004

6. LOCAL GOVERNMENT ETHICAL STANDARDS - BEST PRACTICE RECOMMENDATIONS (Pages 43 - 58)

To receive a report from the Elections & Democratic Services Manager and Deputy Monitoring Officer on Local Government Ethical Standards Best Practice Recommendations for Local Authorities.

Contact Officer: L Jablonska - (01480) 388004

7. ANNUAL COMPLAINTS REPORT 2018-19 (Pages 59 - 70)

To provide Members with information on complaints referred to the Local Government Ombudsman and those received by the Council during April 2018 – March 2019.

Contact Officer: L Sboui / A Dobbyne - (01480) 388032 / 388100

8. INTERNAL AUDIT PLAN 2019/20 AND INTERNAL AUDIT CHARTER (Pages 71 - 92)

To receive a report from the Internal Audit Manager outlining the Internal Audit Plan for October 2019 – March 2020 and the Internal Audit Charter.

Contact Officer: D Harwood: (01480) 388115

9. CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT (Pages 93 - 94)

To receive the Corporate Governance Committee Progress Report.

Contact Officer: H Peacey - (01480) 388007

10. CORPORATE GOVERNANCE COMMITTEE - SPECIAL MEETING

To note that a special meeting of the Committee will be held on Wednesday 13th November 2019 at 7:00pm in Civic Suite 0.1A, Pathfinder House. The meeting will consider the external audit of the 2018/19 final accounts.

Contact Officer: Democratic Services - (01480) 388169

24 day of September 2019



Head of Paid Service

Disclosable Pecuniary Interests and Non-Statutory Disclosable Interests

Further information on [Disclosable Pecuniary Interests and Non - Statutory Disclosable Interests](#) is available in the Council's Constitution

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Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

Please contact Habbiba Peacey, Democratic Services Officer, Tel: 01480 388169 / email: Habbiba.Peacey@huntingdonshire.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 Committee.

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](#).

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.