

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, 22 JANUARY 2020** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. MINUTES (Pages 5 - 12)

To approve as a correct record the Minutes of the meetings of the Committee held on 2nd October and 13th November 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 13 - 16)

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. UPDATE ON CODE OF CONDUCT AND REGISTER OF DISCLOSABLE PECUNIARY INTERESTS (Pages 17 - 24)

To consider a report by the Elections and Democratic Services Manager on the Code of Conduct and Register of Disclosable Pecuniary Interests.

Contact Officer: S Miller - (01480) 388924

5. COMMUNITY GOVERNANCE REVIEW - HOLME PARISH COUNCIL (Pages 25 - 30)

To consider a report by the Elections & Democratic Services Manager on the Community Governance Review at Holme Parish Council.

Contact Officer: L Jablonska - (01480) 388004

6. LEAD AND DEPUTY INDEPENDENT PERSONS (Pages 31 - 34)

To receive a report from the Elections and Democratic Services Manager on Lead and Deputy Independent Persons.

Contact Officer: L Jablonska - (01480) 388004

7. IMPLEMENTATION OF INTERNAL AUDIT ACTIONS (Pages 35 - 40)

To receive a report on the implementation of Internal Audit actions.

Contact Officer: F Downer - (01480) 388113

8. PROGRESS ON ISSUES ARISING FROM THE 2018/19 ANNUAL GOVERNANCE STATEMENT

To receive a report on progress on introducing the key improvement areas contained in the 2018/19 Annual Governance Statement – **TO FOLLOW.**

Contact Officer: O Morley - (01480) 388103

9. ANNUAL REPORT ON HDC COMPLIANCE WITH THE FREEDOM OF INFORMATION (FOI) & ENVIRONMENTAL INFORMATION REGULATIONS (EIR) ACTS (FOR THE PERIOD 1 NOVEMBER 2018 - 31 DECEMBER 2019)

To consider a report on requests for information received by the Council under the Freedom of Information and Environmental Information Regulations Acts and to highlight any issues encountered and actions to be taken to improve performance – **TO FOLLOW.**

Contact Officer: V Gray - 07704 018816

10. CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT (Pages 41 - 42)

To receive the Corporate Governance Committee Progress Report.

Contact Officer: H Peacey - (01480) 388007

14 day of January 2020



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/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](#).

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.