



A meeting of the **CORPORATE GOVERNANCE COMMITTEE** will be held in the **CIVIC SUITE (LANCASTER/STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, CAMBS, PE29 3TN** on **WEDNESDAY, 12 JULY 2023** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

Contact Officer:

1. **MINUTES** (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting of the Committee held on 30th May 2023.

Contact Officer: Democratic Services - (01480) 388169

2. **MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary, other registerable and non-registerable interests in relation to any Agenda item. See Notes below.

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. **UPDATE ON CODE OF CONDUCT AND REGISTER OF DISCLOSABLE PECUNIARY INTERESTS** (Pages 15 - 22)

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 Rees - (01480) 388738

5. DRAFT 2022/23 ANNUAL FINANCIAL REPORT AND APPROVAL FOR PUBLICATION OF THE ANNUAL GOVERNANCE STATEMENT

A receive a verbal update on the Draft 2022/23 Annual Financial Report and Approval for Publication of the Annual Governance Statement.

Contact Officer: K Sutton/S Russell-Surtees/D Moss - (01480) 387072/ 388524/ 388475

6. ANNUAL REVIEW OF FRAUD INVESTIGATION ACTIVITY (Pages 23 - 28)

To consider a report by the Corporate Fraud Manager containing a summary of the activity of the Council's Corporate Fraud Team in 2022/23.

Contact Officer: L Martin - (01480) 388861

7. PEER REVIEW: ACTION PLAN

To receive and update on the Peer Review Action Plan. (TO FOLLOW)

Contact Officer: K Sutton - (01480) 387072

8. ANNUAL REPORT OF THE CORPORATE GOVERNANCE COMMITTEE (Pages 29 - 44)

To consider the Annual Report to Council in respect of the year ending March 2023 on the work that has been undertaken by the Corporate Governance Committee.

Contact Officer: D Moss - (01480) 388475

9. INTERNAL AUDIT SERVICE: ANNUAL REPORT 2022/23 (Pages 45 - 66)

To receive a report from the Internal Audit Manager outlining the Internal Audit Service Annual Report 2022/23.

Contact Officer: D Moss - (01480) 388475

10. INTERNAL AUDIT PLAN 2023/24

To recommend to the Committee that the Internal Audit (IA) Plan for 2023/24 be approved. (TO FOLLOW)

Contact Officer: D Moss - (01480) 388475

11. WHISTLEBLOWING (POLICY, GUIDANCE AND CONCERNS RECEIVED) (Pages 67 - 78)

To consider a report by the Internal Audit Manager on the outcome of a review of the Whistleblowing Policy and Guidance and on the allegations received under the Policy in the year ending March 2023.

Contact Officer: D Moss - (01480) 388475

12. IMPLEMENTATION OF INTERNAL AUDIT ACTIONS (Pages 79 - 82)

To receive a report from the Internal Audit Manager providing an update on the implementation of audit actions.

Contact Officer: D Moss - (01480) 388475

13. CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT
(Pages 83 - 84)

To receive the Corporate Governance Committee Progress Report.

Contact Officer: Democratic Services - (01480) 388169

14. EXCLUSION OF PRESS AND PUBLIC

To resolve:

that the press and public be excluded from the meeting because the business to be transacted contains information relating to any action or to be taken in connection with the prevention, investigation or prosecution of crime.

Contact Officer:

15. ANNUAL REVIEW OF BENEFITS RISK BASED VERIFICATION POLICY
(Pages 85 - 100)

To consider a report by the Revenue and Benefits Manager on the Benefits Risk Based Verification Policy.

Contact Officer: K Kelly - (01480) 388388

12 day of July 2023

Oliver Morley

Head of Paid Service

Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.

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

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The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

Please contact Democratic Services, Tel: (01480) 388169 / email: Democratic.Services@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.