

A meeting of the **CORPORATE GOVERNANCE COMMITTEE** will be held in **CIVIC SUITE (LANCASTER/STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, CAMBS, PE29 3TN** on **WEDNESDAY, 29 MAY 2024** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## **AGENDA**

### **APOLOGIES**

#### **1. MINUTES**

**Contact Officer: Democratic Services - (01480) 388169**

##### **(a) Minutes 20th March, 2024** (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting of the Committee held on 20th March 2024.

**Contact Officer: David Knight - 01480 388169**

##### **(b) Minutes - 18th April 2024** (Pages 11 - 16)

To approve as a correct record the Minutes of the meeting of the Committee held on 18th April 2024

**Contact Officer: David Knight - 01480 388169**

##### **(c) Minutes - 22nd May, 2024**

To approve as a correct record the Minutes of the meeting of the Committee held on 22<sup>nd</sup> May 2024.

**Contact Officer: David Knight - 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: David Knight - 01480 388169**

**3. INTERNAL AUDIT PEER REVIEW CHALLENGE ACTIONS - UPDATE (Pages 17 - 30)**

To update members on the achievement of LGA peer challenge review actions.

**Contact Officer: Karen Sutton 01480 387072**

**4. ANNUAL GOVERNANCE STATEMENT**

To receive a report seeking approval of the Annual Governance Statement – **TO FOLLOW.**

**Contact Officer: Karen Sutton 01480 387072**

**5. DRAFT STATEMENT OF ACCOUNTS 2023/24**

To receive a report from the Chief Finance Officer on the Draft Statement of Accounts 2023/24 – **TO FOLLOW**

**Contact Officer: Sharon Russell-Surtees 01480 388524**

**6. INTERNAL AUDIT SERVICE: ANNUAL REPORT 2023/24**

To receive a report from the Director of Finance and Corporate Services outlining the Internal Audit Service Annual Report 2023/24

**Contact Officer: Karen Sutton 01480 387072**

**7. INTERNAL AUDIT PLAN 2024/25 (Pages 31 - 48)**

To receive a report from the Director of Finance and Corporate Services outlining the Internal Audit Plan for 2024/25.

**Contact Officer: Karen Sutton 01480 387072**

**8. EXTERNAL AUDIT PLAN 2023/24**

To receive an update on the External Audit Plan 2023/24 – **TO FOLLOW**

**Contact Officer: Karen Sutton 01480 387072**

**9. EXTERNAL AUDITOR BRIEFING**

To receive an update on the External Auditor briefing – **TO FOLLOW**

**Contact Officer: Karen Sutton 01480 387072**

**10. CORPORATE RISK REGISTER (Pages 49 - 68)**

To consider a report by the Director of Finance and Corporate Resources on the latest Corporate Risk Register.

**Contact Officer: Karen Sutton 01480 387072**

**11. CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT (Pages 69 - 72)**

To receive the Corporate Governance Committee Progress Report

**Contact Officer: David Knight - 01480 388169**

29 day of May 2024

***Michelle Sacks***

Chief Executive and 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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**Please contact Democratic Services, Tel: (01480) 388169 / email: [Democratic.Services@huntingdonshire.gov.uk](mailto: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/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.