



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, 29 JANUARY 2025** 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 27th November 2024.

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. COMMUNITY GOVERNANCE REVIEW - GLATTON AND CONINGTON (Pages 11 - 34)

To consider a request from Glatton Parish Council to undertake a Community Governance Review (CGR) to review the parish boundary between Glatton and Conington following the receipt of a valid community governance petition.

Contact Officer: L Jablonska - (01480) 388004

4. APPROVAL FOR PUBLICATION OF THE ANNUAL GOVERNANCE STATEMENT 2023/24 AND ANNUAL FINANCIAL REPORT 2023/24 (Pages 35 - 156)

To receive a report completing the processes for finalising and publishing the Council's Annual Governance Statement (AGS) and Annual Financial Report (AFR) for 2023/24.

Appendix 1 - Completion Report for Those Charged with Governance 2023/24 has been marked **“TO FOLLOW”**.

Contact Officer: S Jones - (01480) 388214

5. LOCAL AUDIT STRATEGY UPDATE (Pages 157 - 162)

To receive an update on Local Audit Reform.

Contact Officer: S Jones - (01480) 388214

6. CORPORATE RISK REGISTER (Pages 163 - 172)

To receive a report informing the Committee of the approach and work undertaken on the Corporate Risk Register.

Contact Officer: S Jones - (01480) 388214

7. INTERNAL AUDIT UPDATE REPORT (Pages 173 - 186)

To receive an update on the work of the Internal Audit Service since the last meeting.

Contact Officer: S Jones - (01480) 388214

8. PREPARATION OF INTERNAL AUDIT PLAN FOR 2025/26 (Pages 187 - 204)

To provide the Committee with an opportunity to be aware of the approach being adopted to prepare the 2025/26 Internal Audit Plan.

Contact Officer: S Jones - (01480) 388214

9. OUTSTANDING INTERNAL AUDIT ACTIONS (Pages 205 - 220)

To receive a report presenting the management actions that have been taken on the outstanding overdue actions reported to the Committee in November 2024.

Contact Officer: S Jones - (01480) 388214

10. CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT
(Pages 221 - 222)

To receive the Corporate Governance Committee Progress Report.

Contact Officer: Democratic Services - (01480) 388169

11. 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 the financial or business affairs of any particular person (including the authority holding that information).

12. FUTURE INTERNAL AUDIT PROVISION (Pages 223 - 224)

To receive a report from the Corporate Director – Finance & Resources.

Contact Officer: S Jones - (01480) 388214

21 day of January 2025

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](#)

Filming, Photography and Recording (including Live Streaming) at Council Meetings

This meeting will be filmed for live and/or subsequent broadcast on the Council's YouTube site. The whole of the meeting will be filmed, except where there are confidential or exempt items. If you make a representation to the meeting you will be deemed to have consented to being filmed. By entering the meeting you are also consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding the streaming of Council meetings, please contact Democratic Services on 01480 388169.

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.