



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, 24 SEPTEMBER 2025** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## **AGENDA**

### **APOLOGIES**

#### **1. MINUTES (Pages 5 - 8)**

To approve as a correct record the Minutes of the meeting of the Committee held on 9 July 2025.

**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 - ANNUAL UPDATE (Pages 9 - 12)**

To receive a report providing 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. ANNUAL COMPLAINTS AND FEEDBACK REPORT 2024/25 (Pages 13 - 32)**

To receive a report providing information on complaints and compliments received by the Council between April 2024 – March 2025 and complaints referred to the LGO.

**Contact Officer: L Sboui  
(01480) 388032**

**5. ANNUAL REPORT ON HDC COMPLIANCE WITH THE INFORMATION RIGHTS ACT (FREEDOM OF INFORMATION ACT, ENVIRONMENTAL INFORMATION REGULATIONS AND UK GDPR) AND INFORMATION GOVERNANCE (Pages 33 - 42)**

To receive a report providing an update on Information Governance activity and performance during 2024-25, and highlighting any issues encountered and actions to be undertaken to improve performance.

**Contact Officer: A Brown  
07849700855**

**6. CORPORATE RISK REGISTER (Pages 43 - 52)**

To receive a report presenting the informs the approach and work undertaken on the Corporate Risk Register including the latest heat maps relating to the corporate risks.

**Contact Officer: S Jones  
(01480) 388214**

**7. INTERNAL AUDIT ACTIONS UPDATE (Pages 53 - 70)**

To receive a report presenting an update of the work of the Internal Audit Service since the last meeting.

**Contact Officer: S Jones  
(01480) 388214**

**8. INTERNAL AUDIT UPDATE REPORT (Pages 71 - 86)**

To receive a report setting out the current position with respect to implementation of actions arising from Internal Audit reports.

**Contact Officer: S Jones  
(01480) 388214**

**9. APPROVAL FOR THE PUBLICATION OF THE ANNUAL GOVERNANCE STATEMENT 2024 25 AND ANNUAL FINANCIAL REPORT 2024 25 (Pages 87 – 92, Appendices to follow)**

To receive a report setting out the processes for finalising and publishing the Council's Annual Governance Statement (AGS) and Annual Financial Report (AFR) for 2024/25.

**Contact Officer: S Jones  
(01480) 388214**

**10. ANNUAL REPORT OF THE CORPORATE GOVERNANCE COMMITTEE (Pages 93 - 102)**

To consider the Annual Report to Council in respect of the year ending March 2025 on the work that has been undertaken by the Corporate Governance Committee.

**Contact Officer: S Jones  
(01480) 388214**

**11. CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT (Pages 103 - 104)**

To receive the Corporate Governance Committee Progress Report.

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

16 day of September 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](#)

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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](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.