

# Cambridge City Council

## Civic Affairs and Audit Committee

**Date:** Monday, 17 November 2025

**Time:** 5.30 pm

**Venue:** Mill Road Community Centre, 6 Hazell Street, Cambridge, CB1 2GN

**Contact:** [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk), tel:01223 457000

### Agenda

- |   |                                                        |                 |
|---|--------------------------------------------------------|-----------------|
| 1 | Apologies                                              |                 |
| 2 | Declarations of Interest                               |                 |
| 3 | Minutes                                                | (Pages 3 - 6)   |
| 4 | Public Questions                                       |                 |
| 5 | Internal Audit Update                                  | (Pages 7 - 28)  |
| 6 | Information Governance Annual Report                   | (Pages 29 - 40) |
| 7 | Performance Management Framework                       | (Pages 41 - 48) |
| 8 | Civic Affairs & Audit Committee Rolling Work Programme | (Pages 49 - 56) |

**Civic Affairs and Audit Committee Members:** McPherson (Chair), Gawthrope Wood (Vice-Chair), Bennett, Bick, Dalzell, Robertson and Sheil

**Alternates:** Clough, Davey and Young

## **Emergency Evacuation Procedure**

In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route. The duty Officer will assume overall control during any evacuation, however in the unlikely event the duty Officer is unavailable, this responsibility will be assumed by the Committee Chair.

## **Information for the public**

The public may record (e.g. film, audio, tweet, blog) meetings which are open to the public.

For full information about committee meetings, committee reports, councillors and the democratic process:

- Website: <http://democracy.cambridge.gov.uk>
- Email: [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk)
- Phone: 01223 457000

This Meeting will not be live streamed to the Council's YouTube page. You can watch by attending the meeting in person.

Those wishing to address the meeting will be able to do so virtually via Microsoft Teams, or by attending to speak in person. You must contact Democratic Services [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk) by 12 noon two working days before the meeting.

**The full text of any public question must be submitted in writing by noon two working days before the date of the meeting or it will not be accepted. All questions submitted by the deadline will be published on the meeting webpage before the meeting is held.**

Further information on public speaking will be supplied once registration and the written question / statement has been received.