

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 22 February 2017



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: **Members of the Audit Committee**

Mrs R Camamile (Chairman)
Mr P Wallace (Vice-Chairman)
Mrs MA Cook
Mr DS Cope
Mrs L Hodgkins
Mr MR Lay

Mr KWP Lynch
Mr LJP O'Shea
Mrs J Richards
Miss DM Taylor
Mr HG Williams

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **AUDIT COMMITTEE** in the De Montfort Suite, Hinckley Hub on **THURSDAY, 2 MARCH 2017 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen
Democratic Services Officer

AUDIT COMMITTEE - 2 MARCH 2017

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES OF PREVIOUS MEETING (Pages 1 - 2)

To confirm the minutes of the previous meeting.

3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES

To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting (to be taken at the end of the agenda)

4. DECLARATIONS OF INTEREST

To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**

5. QUESTIONS

To hear any questions received in accordance with Council Procedure Rule 10.

6. EXTERNAL AUDIT PLAN (Pages 3 - 20)

Report of Ernst & Young LLP

7. CERTIFICATION OF CLAIMS AND RETURNS ANNUAL REPORT 2015-16 (Pages 21 - 30)

Report of Ernst & Young LLP

8. INTERNAL AUDIT PROGRESS REPORT (Pages 31 - 40)

Report of the Internal Auditor

9. INTERNAL AUDIT REPORT - GARDEN WASTE CHARGE (Pages 41 - 60)

Report of the Internal Auditor

10. INTERNAL AUDIT REPORT - FINANCE (Pages 61 - 82)

Report of the Internal Auditor

11. INTERNAL AUDIT REPORT - PARTNERSHIPS (Pages 83 - 102)

Report of the Internal Auditor

12. INTERNAL AUDIT REPORT - REVENUE & BENEFITS PARTNERSHIP (Pages 103 - 124)

Report of the Internal Auditor

13. AUDIT COMMITTEE EFFECTIVENESS (Pages 125 - 132)

To commence the annual review of the effectiveness of the Audit Committee.

14. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

As announced under item 3 above.