



**Hinckley & Bosworth**  
**Borough Council**

*A Borough to be proud of*

**Date: 11 November 2016**

**To: Members of the Finance & Performance Scrutiny**

Mr KWP Lynch (Chairman)  
Mr PS Bessant  
Mrs R Camamile  
Mr DS Cope  
Mrs J Kirby

Mrs H Smith  
Miss DM Taylor  
Mr P Wallace  
Mr HG Williams

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **FINANCE & PERFORMANCE SCRUTINY** in the De Montfort Suite, Hinckley Hub on **MONDAY, 21 NOVEMBER 2016** 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

## FINANCE & PERFORMANCE SCRUTINY - 21 NOVEMBER 2016

### A G E N D A

1. APOLOGIES AND SUBSTITUTIONS
2. MINUTES OF PREVIOUS MEETING (Pages 1 - 2)  
Minutes of the meeting held on 19 September 2016.
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.
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. REVENUE & CAPITAL OUTTURN, QUARTER 2 (APRIL 2016 - SEPT 2016) (Pages 3 - 24)  
To inform members of the revenue & capital outturn at the end of the second quarter.
7. TREASURY MANAGEMENT, QUARTER 2 2016/17 (Pages 25 - 30)  
To inform members of the treasury management activity in the second quarter of 2016/17.
8. COUNCIL TAX, NON DOMESTIC RATES AND OVERPAID HOUSING BENEFIT WRITE-OFFS (Pages 31 - 34)  
To present proposed write-offs to members prior to approval by the Executive.
9. SUNDRY DEBTS 2ND QUARTER (Pages 35 - 38)  
To inform members of the position on sundry debts at the end of the second quarter.
10. BUSINESS RATES AND POOLING UPDATE, QUARTER 2 - 2016/17 (Pages 39 - 42)  
To inform members of business rates performance from 1 April to 30 September 2016 and to provide an update on pooling arrangements.
11. REVIEW OF KEY FRONT LINE SERVICES - ENVIRONMENTAL HEALTH (Pages 43 - 56)  
To present the first of the programme of frontline service reviews, for the Environmental Health Service.
12. PERFORMANCE & RISK MANAGEMENT UPDATE, 2ND QUARTER SUMMARY FOR 2016/17 (Pages 57 - 68)  
To provide the second quarter outturn position in relation to performance indicators, service improvement plans, corporate risks and service area risks.
13. FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME (Pages 69 - 72)

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

As raised under item 3.