

Steve Atkinson MA(Oxon) MBA FIoD FRSA
Chief Executive

Date: 06 September 2013



Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: **Members of the Finance, Audit & Performance Committee**

Miss DM Taylor (Chairman)
Mr R Mayne (Vice-Chairman)
Mr PR Batty
Mrs R Camamile

Mr PAS Hall
Mr JS Moore
Mr K Morrell

Copy to all other Members of the Council

(other recipients for information)

Dear Councillor,

There will be a meeting of the **FINANCE, AUDIT & PERFORMANCE COMMITTEE** in the De Montfort Suite - Hub on **MONDAY, 16 SEPTEMBER 2013 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

THERE WILL BE A STATEMENT OF ACCOUNTS BRIEFING AT 6PM IN THE DE MONTFORT SUITE, WHICH ALL MEMBERS ARE REQUESTED TO ATTEND.

Yours sincerely

A handwritten signature in purple ink, appearing to read 'Helen Rishworth'.

Helen Rishworth
Communications & Democratic Accountability Officer

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. 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.**

3. MINUTES OF PREVIOUS MEETING (Pages 1 - 4)

To confirm the minutes of the meeting of the Finance Audit & Performance Committee held on 10 June 2013.

4. 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.

5. REPORT TO THOSE CHARGED WITH GOVERNANCE (ISA260) (Pages 5 - 22)

Report of PricewaterhouseCoopers LLP.

6. AUDIT PROGRESS (Pages 23 - 34)

Report of the Internal Auditor attached.

7. CW AUDIT ANNUAL SATISFACTION SURVEY (Pages 35 - 42)

Report of the Internal Auditor attached.

8. REVENUE & CAPITAL OUTTURN - 1ST QUARTER 2013/14 (Pages 43 - 62)

Report of the Deputy Chief Executive (Corporate Direction) attached.

9. STATEMENT OF ACCOUNTS 2012/13 (Pages 63 - 168)

Report of the Deputy Chief Executive (Corporate Direction) attached.

10. ANNUAL GOVERNANCE STATEMENT 2012/13 (Pages 169 - 182)

Report of the Deputy Chief Executive (Community Direction) attached.

11. PERFORMANCE & RISK MANAGEMENT FRAMEWORK (Pages 183 - 194)

Report of the Deputy Chief Executive (Corporate Direction) attached.

12. LOCAL COUNCIL TAX REPORT & BUSINESS RATE RETENTION QUARTER 1 2013-14
(Pages 195 - 198)

Report of the Deputy Chief Executive (Corporate Direction) attached.

13. SUNDRY DEBTS UPDATE REPORT (Pages 199 - 202)

Report of the Deputy Chief Executive (Corporate Direction). Requested at the previous meeting.

14. WORK PROGRAMME (Pages 203 - 204)

15. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE

DEALT WITH AS MATTERS OF URGENCY