

**Steve Atkinson** MA(Oxon) MBA FIoD FRSA  
*Chief Executive*

Date: 24 December 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 Monfort Suite - Hub on **MONDAY, 6 JANUARY 2014** at **6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

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. MINUTES OF PREVIOUS MEETING (Pages 1 - 4)  
To confirm the minutes of the meeting of the Finance Audit & Performance Committee held on 11 November 2013.
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 in accordance with Council Procedure Rule 10.
6. INTERNAL AUDIT BLOCK REPORT (Pages 5 - 42)
7. DRAFT CAPITAL PROGRAMME (Pages 43 - 56)  
Report of the Deputy Chief Executive (Corporate Direction).
8. SECOND QUARTER BUDGET MONITORING (Pages 57 - 76)  
Report of the Deputy Chief Executive (Corporate Direction).
9. RISK MANAGEMENT FRAMEWORK (Pages 77 - 86)  
Report of Deputy Chief Executive (Corporate Direction).
10. LOCAL COUNCIL TAX SUPPORT & BUSINESS RATES (Pages 87 - 90)  
Report of the Deputy Chief Executive (Corporate Direction).
11. SUNDRY DEBTS UPDATE (Pages 91 - 94)  
Report of Deputy Chief Executive (Corporate Direction).
12. TENANT RECHARGE POLICY (Pages 95 - 98)  
Report of the Deputy Chief Executive (Community Direction).
13. WORK PROGRAMME (Pages 99 - 100)
14. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

15. MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED

To consider the passing of a resolution under Section 100A(4) of the Local Government Act 1972 excluding the public from the undermentioned item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 10 of Schedule 12A of the 1972 Act.

16. HINCKLEY CLUB FOR YOUNG PEOPLE - AUDIT REVIEW (To Follow)

Report of CW Audit to follow.