

Steve Atkinson MA(Oxon) MBA FIoD FRSA
Chief Executive

Date: 21 March 2014



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, 31 MARCH 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 6 January 2014.

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. PROTECTING THE PUBLIC PURSE (Pages 5 - 46)

The External Auditor will provide a fraud briefing, a copy of which, along with supporting documents, is attached. The 'protecting the public purse' document is not part of the agenda pack but included separately with members' agendas.

Please also find attached the Anti Fraud policy which was approved by the Ethical Governance & Personnel Committee on 19 March for members' information.

7. ANNUAL EXTERNAL AUDIT PLAN (Pages 47 - 80)

Report of the External Auditor.

8. ANNUAL GRANTS CERTIFICATION REPORT (Pages 81 - 94)

Report of the External Auditor.

9. INTERNAL AUDIT BLOCK REPORT (Pages 95 - 112)

Report of CW Audit.

10. INTERNAL ANNUAL AUDIT PLAN (Pages 113 - 130)

Report of CW Audit.

11. THIRD QUARTER BUDGET MONITORING (Pages 131 - 150)

Report of the Deputy Chief Executive (Corporate Direction).

12. THIRD QUARTER TREASURY MANAGEMENT (Pages 151 - 160)

Report of the Deputy Chief Executive (Corporate Direction).

13. AGED DEBT REPORT (Pages 161 - 164)

Report of the Deputy Chief Executive (Corporate Direction).

14. COUNCIL TAX REPORT AND BUSINESS RATES UPDATE (Pages 165 - 168)
Report of the Deputy Chief Executive (Corporate Direction).
15. HOUSING REPAIRS UPDATE - SCHEDULE OF RATES REVIEW (Pages 169 - 176)
Report of the Deputy Chief Executive (Corporate Direction).
16. CAR PARKING UPDATE (Pages 177 - 182)
Report of the Deputy Chief Executive (Community Direction).
17. HINCKLEY CLUB FOR YOUNG PEOPLE UPDATE (Verbal Report)
18. WORK PROGRAMME (Pages 183 - 184)
19. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY