

Steve Atkinson MA(Oxon) MBA FIoD FRSA
Chief Executive

Date: 01 April 2015



Hinckley & Bosworth
Borough Council

A Borough to be proud of

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

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

Mr PAS Hall
Mrs L Hodgkins
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, 13 APRIL 2015** 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

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 23 February 2015.
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 PROGRESS REPORT (Pages 5 - 26)
Report of CW Audit.
7. INTERNAL AUDIT ANNUAL REPORT (Pages 27 - 36)
Report of CW Audit.
8. EXTERNAL AUDIT UPDATE (Pages 37 - 44)
Report of PWC.
9. DRAFT ANNUAL AUDIT PLAN (Pages 45 - 68)
Report of the Head of Internal Audit.
10. PERFORMANCE MANAGEMENT UPDATE - 3RD QUARTER (Pages 69 - 78)
Report of the Deputy Chief Executive (Corporate Direction).
11. SERVICE REVIEW - CULTURAL SERVICES (Pages 79 - 82)
Report of the Deputy Chief Executive (Community Direction).
12. REVENUES & BENEFITS PERFORMANCE - FOLLOW-UP (Pages 83 - 88)
Report of the Deputy Chief Executive (Corporate Direction).
13. SECTION 106 CONTRIBUTIONS RECOVERY PROCESS (Verbal Report)
Verbal update in response to request at previous meeting.
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 1, 6 and 10 of Schedule 12A of the 1972 Act.

16. FRAUD & CORRUPTION UPDATE (Pages 89 - 102)

Report of the Deputy Chief Executive (Corporate Direction).