

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

Date: 08 March 2016



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

**To: Members of the Ethical Governance and  
Personnel Committee**

Mr LJP O'Shea (Chairman)  
Mr SL Rooney (Vice-Chairman)  
Mrs R Camamile  
Mr MB Cartwright  
Mrs MA Cook

Mr MR Lay  
Mrs MJ Surtees  
Mr P Wallace  
Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE** in the De Montfort Suite - Hub on **WEDNESDAY, 16 MARCH 2016** at **10.30 am** 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 previous meeting.

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

7. 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, 2 and 10 of Schedule 12A of the 1972 Act.

8. COMPLAINT 2015/31 (Pages 5 - 8)

Fact finding report attached.

9. COMPLAINT 2016/01 (Pages 9 - 12)

Fact finding report attached.

10. COMPLAINT 2016/03 (Pages 13 - 16)

Fact finding report attached.