

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 11 December 2019



**Hinckley & Bosworth
Borough Council**

To: Members of the Scrutiny Commission

Mr MR Lay (Chairman)
Mr C Ladkin (Vice-Chairman)
Mr P Williams (Vice-Chairman)
Mr JMT Collett
Mr DS Cope
Mrs MJ Crooks

Mr SM Gibbens
Ms A Pendlebury
Mr MC Sheppard-Bools
Mr R Webber-Jones
Mr HG Williams

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **SCRUTINY COMMISSION** in the De Montfort Suite, Hinckley Hub on **THURSDAY, 19 DECEMBER 2019** 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 Manager

Fire Evacuation Procedures

- On hearing the fire alarm, leave the building **at once** quickly and calmly by the nearest escape route (indicated by green signs).
- *There are two escape routes from the Council Chamber – at the side and rear. Leave via the door closest to you.*
- Proceed to **Willowbank Road car park**, accessed from Rugby Road then Willowbank Road.
- **Do not** use the lifts.
- **Do not** stop to collect belongings.

Recording of meetings

At HBBC we are open and transparent about how we make decisions. We allow recording, filming and photography at all public meetings including Council, the Executive and Planning Committee as long as doing so does not disturb or disrupt the proceedings. There may occasionally be some reports that are discussed in private session where legislation requires this to happen, but this is infrequent.

We also allow the use of social media during meetings, which helps to bring the issues discussed to a wider audience.

Members of the public, members of the press and councillors are hereby informed that, in attending the meeting, you may be captured on film. If you have a particular problem with this, please contact us so we can discuss how we may accommodate you at the meeting.

Use of mobile phones

To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

SCRUTINY COMMISSION - 19 DECEMBER 2019

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES (Pages 1 - 4)

To confirm the minutes of the meeting held on 3 October 2019.

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 12.

6. VARIATIONS TO SECTION 106 AGREEMENTS

Presentation in response to a request from members.

7. PUBLIC SPACE PROTECTION ORDER (Pages 5 - 16)

To seek endorsement for three new Public Space Protection Orders for Hinckley & Bosworth.

8. LEICESTERSHIRE DISTRICTS COUNCIL TAX PERFORMANCE REVIEW (Pages 17 - 28)

To provide an update and overview of council tax collection performance in response to a request of members.

9. SCRUTINY COMMISSION WORK PROGRAMME 2019-20/21 (Pages 29 - 32)

Draft work programme attached.

10. MINUTES OF FINANCE & PERFORMANCE SCRUTINY (Pages 33 - 34)

For information.

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

As announced under item 3.