



Date: 08 December 2023

**To: Members of the Finance & Performance
Scrutiny**

Cllr MJ Surtees (Chair)
Cllr P Williams (Vice-Chair)
Cllr DS Cope
Cllr DT Glenville
Cllr LJ Mullaney

Cllr H Smith
Cllr P Stead-Davis
Cllr BE Sutton
Cllr A Weightman

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **FINANCE & PERFORMANCE SCRUTINY** in the De Montfort Suite, Hinckley Hub on **MONDAY, 18 DECEMBER 2023** 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

FINANCE & PERFORMANCE SCRUTINY - 18 DECEMBER 2023

A G E N D A

1. **APOLOGIES AND SUBSTITUTIONS**

2. **MINUTES OF PREVIOUS MEETING (Pages 1 - 2)**

To confirm the minutes of the meeting held on 4 September 2023.

3. **ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES**

To be advised of any additional items of business which the Chair 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 12.

6. **PERFORMANCE AND RISK MANAGEMENT FRAMEWORK QUARTER 2 SUMMARY 2023/24 (Pages 3 - 12)**

To provide members with a summary of the data for the second quarter of the Performance and Risk Management Framework

7. **PLANNING FRONTLINE SERVICE REVIEW (Pages 13 - 26)**

To update members on the performance of the Planning service.

8. **FINANCIAL OUTTURN - QUARTER 2 SEPTEMBER 2023 (Pages 27 - 52)**

To present to members the financial outturn position as at September 2023.

9. **TREASURY MANAGEMENT QUARTER 2 2023/24 (Pages 53 - 58)**

To inform members of the Council's treasury management activity in the second quarter of 2023/24.

10. **BUSINESS RATES AND POOLING UPDATE QUARTER 2 - 23/24 (Pages 59 - 62)**

To inform members of the business rates performance from 1 April - 30 September 2023.

11. **SUNDRY DEBTS QUARTER 2 2023/24 (Pages 63 - 68)**

To inform members of the position on sundry debts as at 30 September 2023.

12. **FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME (Pages 69 - 72)**

To provide members with an update of the work programme.

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

As raised under item 3.