



**Date: 06 December 2024**

**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, 16 DECEMBER 2024** 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 - 16 DECEMBER 2024

### A G E N D A

1. **APOLOGIES AND SUBSTITUTIONS**

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

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 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. **CORPORATE PROPERTY PERFORMANCE REPORT (Pages 3 - 44)**

To provide members with an update on the performance of the property portfolio managed by the Asset Management service.

7. **FINANCIAL OUTTURN - SEPTEMBER 2024 (Pages 45 - 70)**

To present the financial outturn position to members as at September 2024.

8. **BUSINESS RATES AND POOLING UPDATE QUARTER 2 - 2024/25 (Pages 71 - 74)**

To update members of the business rates performance from 1 April 2024 – September 2024

9. **PERFORMANCE & RISK MANAGEMENT FRAMEWORK 2ND QUARTER SUMMARY FOR 2024/25 (Pages 75 - 88)**

To provide members with the 2024/25 2<sup>nd</sup> quarter summary for performance indicators, service improvement plans, corporate risks, and service area risks

10. **PLANNING SERVICE REVIEW (Pages 89 - 100)**

To update members on the performance of the planning service

11. **FRONTLINE SERVICE REVIEW - ENVIRONMENTAL SERVICES (Pages 101 - 114)**

To update members on the performance of the Environmental Services Team during the previous financial year

12. **COUNCIL HOUSING SERVICES UPDATE REPORT (Pages 115 - 154)**

To inform members of key activities and performance within the Housing Service

13. **FINANCE & PERFORMANCE SCRUTINY WORK PROGRAMME (Pages 155 - 158)**

For members to review the work programme

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

As raised under item 3.