

Steve Atkinson MA(Oxon) MBA FIoD FRSA
Chief Executive

Date: 16 March 2012



Hinckley & Bosworth
Borough Council

A Borough to be proud of

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

Mr PAS Hall (Chairman)
Miss DM Taylor (Vice-Chairman)
Mrs R Camamile
Mr DM Gould

Mr MS Hulbert
Mr JS Moore
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 Committee Room 2 on **MONDAY, 26 MARCH 2012 at 7.00 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 'Denise Bonser'.

Denise Bonser
Democratic Services Officer

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. 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.**

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

To confirm the minutes of the meeting of the Finance Audit & Performance Committee held on 30 January 2012 Copy attached.

4. INTERNAL AUDIT ANNUAL REPORT 2011/12 (Pages 3 - 26)

5. INTERNAL AUDIT PROGRESS REPORT (Pages 27 - 76)

6. PERFORMANCE MANAGEMENT FRAMEWORK (Pages 77 - 94)

Report of Chief Executive attached.

7. COMMERCIAL ESTATES REVIEW UPDATE (Pages 95 - 102)

Report of the Deputy Chief Executive (Corporate Direction) attached.

8. SUNDRY DEBTS POSITION (Pages 103 - 106)

Report of the Deputy Chief Executive (Corporate Direction) attached.

9. OUTTURN THIRD QUARTER 2011/12 (Pages 107 - 140)

Report of the Deputy Chief Executive (Corporate Direction) attached.

10. AUDIT RECOMMENDATION TRACKING (Pages 141 - 146)

Report of the Deputy Chief Executive (Corporate Direction) attached.

11. WORK PROGRAMME 2011/12 (Pages 147 - 150)