

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

FINANCE, AUDIT & PERFORMANCE COMMITTEE

4 MARCH 2013 AT 6.30 PM

PRESENT: Mr PAS Hall - Chairman
Miss DM Taylor – Vice-Chairman

Mr JG Bannister, Mrs R Camamile, Mr JS Moore, Mr K Morrell and Mr K Nichols (for Mr R Mayne)

Also in attendance: Mark Watkins, Alison Breadon and Tim Ridout

Officers in attendance: Katherine Bennett, Louisa Horton, Julie Kenny and Sanjiv Kohli

440 APOLOGIES AND SUBSTITUTIONS

Apologies were submitted on behalf of Councillor Mayne with the substitution of Councillor Nichols authorised in accordance with Council Procedure Rule 4.3.

441 DECLARATIONS OF INTEREST

No interests were declared at this stage.

442 MINUTES OF PREVIOUS MEETING

On the motion of Councillor Camamile, seconded by Councillor Moore, it was

RESOLVED – the minutes of the meeting held on 10 December 2012 be confirmed and signed by the Chairman.

443 EXTERNAL AUDIT 11/12 CERTIFICATION REPORT

M Watkins from PWC presented the Grant Certification Report which considered the potential loss of subsidy to the Authority. As a result of the review it was estimated that there would be a loss of £6351 representing 0.03% of the total subsidy value. This would not be confirmed until the DWP had completed its work.

It was noted that this was Mark's last meeting, he was thanked for his input to HBBC.

444 EXTERNAL AUDIT 2012/2013 AUDIT PLAN

Alison Breadon, the new Engagement Leader from PWC, presented the External Audit plan for 2012/13. The key activities of the council were reflected within the plan and information regarding feed and communication was confirmed.

In response to a member's question regarding capital expenditure, Alison Breadon confirmed it would be considered as a major part of the financial management of the Authority. She confirmed that decisions on expenditure were not challenged unless there was a reason to indicate that they should be due to impropriety or financial mismanagement.

The report was noted.

445 INTERNAL AUDIT UPDATE REPORT

Tim Ridout from CW Audit introduced the internal audit block report for the 3rd quarter. It was noted that two scheduled Audits would be carried over to 2013/14.

The following assurances were given:

- Benefit Fraud Investigations – significant Assurance
- Fuel Controls – Significant Assurance. Following a question regarding CCTV it was agreed that the Committee would be advised regarding CCTV arrangements at the Jubilee Building
- Anti Fraud – this was a benchmarking report offering advice on best practice.
- Housing repairs – This was covered later on the agenda

The tracking report was noted.

446 INTERNAL AUDIT PLAN 2013/15

T Ridout presented the report and explained that the plan layout was slightly different to previous years due to changes in Internal Audit Standards. The plan explained the purpose of internal audit, how the plan was formulated and the reporting lines including relationships with external audit and officers. The Plan showed the days proposed to be spent on specific audits in the financial years 13/14 and 14/15. There were some slight amendments due to movements of audits from 12/13 and an additional Housing Repairs audit.

The Plan was agreed.

447 PERFORMANCE MANAGEMENT FRAMEWORK

The Chief Officer (Corporate & Customer Resources, Scrutiny & Ethical Standards) presented the 3rd quarter report showing performance as at 20.2.13. Questions were asked regarding performance indicators, service improvement plans and Corporate Risks:

- Housing re-let times: a request was made for an action plan
- Web satisfaction: members felt whilst our site was good, the planning portal was difficult to navigate
- Uniform upgrade: was it now complete?
- What was the impact on our CO2 targets with Jubilee building not being Excellent rated?
- A report was requested as early as possible regarding the bus station, in connection with Corporate Risk S.06.

The report was noted.

448 GENERAL FUND BUDGET QUARTER 3 2012/2013

Kat Bennett presented the Revenue and Capital Outturn, the revenue account was indicating a £800,000 underspend from service budgets due to savings and increased income. The capital budget demonstrated a number of slippages indicating that £3million had been spent against a programme of £4.2 million. With regard to the HRA, an overspend of £136,194 was indicated though it was noted that this was due to the Council's position under self financing. In actual terms it was clarified that a smaller surplus was anticipated than what was originally budgeted.

Following a question regarding NNDR, officers explained that this was because HBBC had to pay 75% of the NNDR for the Stoke Road site as there was a delay in the sale.

SK confirmed in response to a further question the depot relocation costs and the Hub developer incentive.

449 WORK PROGRAMME 2013/14

The following were added to the work programme:

15 July – add training

3 June – Missing block for quarter two report.

450 HOUSING REPAIRS REVIEW

J Kenny presented a report regarding the Housing Repairs In House service. Originally an underspend had been noted, but on closer inspection it appeared that this was due to a backlog in processing. A full review had been undertaken and an action plan had been developed to ensure that the service performs and has strong financial control. A number of questions were raised by members regarding staffing and assurances regarding processes and it was agreed that there would be a full update report at the end of April 2013 regarding the outturn position and the Action Plan.

(The Meeting closed at 8.55 pm)

CHAIRMAN