



**TO COUNCILLOR:**

E R Barr  
L A Bentley  
G A Boulter  
J W Boyce  
Mrs L M Broadley

F S Broadley  
M L Darr  
B Dave  
R F Eaton  
D A Gamble (Vice-Chair)

J Kaufman  
Mrs L Kaufman  
Dr T K Khong  
Mrs S B Morris (Chair)  
R E R Morris

Dear Sir or Madam

I hereby **SUMMON** you to attend a meeting of the **POLICY, FINANCE AND DEVELOPMENT COMMITTEE** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **TUESDAY, 5 FEBRUARY 2019** at **7.00 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices  
Wigston  
**28 January 2019**

**Mrs Anne E Court**  
Chief Executive

<u>ITEM NO.</u>	<u>AGENDA</u>	<u>PAGE NO'S</u>
1.	<b>Apologies for Absence</b>	
2.	<b>Appointment of Substitutes</b>  To appoint substitute Members in accordance with Rule 4 of Part 4 of the Constitution.	
3.	<b>Declarations of Interest</b>  Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.	
4.	<b>Minutes of the Previous Meeting</b>  To read, confirm and sign the minutes of the previous meeting in accordance with Rule 17 of Part 4 of the Constitution.	<b>1 - 8</b>
5.	<b>Action List Arising from the Previous Meeting</b>  To read, confirm and note the Action List arising from the previous meeting.	<b>9 - 10</b>
6.	<b>Petitions and Deputations</b>	



To receive any Petitions and, or, Deputations in accordance with Rule 24 of Part 4 of the Constitution.

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|--|----------------|
| <b>7. Internal Audit Progress Report (Q3 2018/19)</b>                                    | <b>11 - 18</b> |
| Report of the Director of Finance & Transformation / Section 151 Officer                 |                |
| <b>8. Medium Term Financial Strategy (MTFS) Update (February 2019)</b>                   | <b>19 - 28</b> |
| Report of the Director of Finance & Transformation / Section 151 Officer                 |                |
| <b>9. Financial Outturn Report (Q3 2018/19)</b>  | <b>29 - 36</b> |
| Report of the Head of Finance, Revenues and Benefits                                     |                |
| <b>10. Collection and Write-Off of Miscellaneous Debtors (Q3 2018/19)</b>                | <b>37 - 40</b> |
| Report of the Head of Finance, Revenues and Benefits                                     |                |
| <b>11. Third Sector and Community Support Funding Requests (Q3 2018/19)</b>              | <b>41 - 47</b> |
| Report of the Head of Finance, Revenues and Benefits                                     |                |
| <b>12. Anti-Social Behaviour Update: Progress, Issues &amp; Outcomes (February 2019)</b> | <b>48 - 54</b> |
| Joint report of the Anti-Social Behaviour Officer and Community Safety & Youth Officer   |                |
| <b>13. Business Rates Relief for Retail Properties (2018-19)</b>                         | <b>55 - 58</b> |
| Report of the Revenues Team Leader   |                |
| <b>14. Proposed Food Safety Enforcement Policy (February 2019)</b>                       | <b>59 - 84</b> |
| Report of the Environmental Health Officer   |                |

**For more information, please contact:**

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