

**Committee:** Budget Planning Committee  
**Date:** Tuesday 17 January 2017  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### **Membership**

<b>Councillor Nicholas Mawer (Chairman)</b>	<b>Councillor Douglas Webb (Vice-Chairman)</b>
<b>Councillor David Anderson</b>	<b>Councillor Ken Atack</b>
<b>Councillor Hugo Brown</b>	<b>Councillor Ian Corkin</b>
<b>Councillor Carmen Griffiths</b>	<b>Councillor Alan MacKenzie-Wintle</b>
<b>Councillor Andrew McHugh</b>	<b>Councillor Barry Richards</b>
<b>Councillor Tom Wallis</b>	<b>Councillor Sean Woodcock</b>

## **AGENDA**

**1. Apologies for Absence and Notification of Substitute Members**

**2. Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

**3. Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

**4. Minutes (Pages 1 - 4)**

To confirm as a correct record the minutes of the meeting held on 29 November 2016.

## **5. Chairman's Announcements**

To receive communications from the Chairman.

## **6. Discretionary Rate Relief Policy (Pages 5 - 26)**

Report of the Chief Finance Officer.

### **Purpose of report**

Members of Budget Planning Committee are requested to consider the accompanying Discretionary Rate Relief Policy guidelines, which set out the proposals for awarding discretionary rate relief for 2017-2018 and beyond, and recommend to Executive the policy as set out in Appendix A.

To seek approval for the final determination of the policy guidelines to be delegated to the Chief Finance Officer, in consultation with the Lead Member for Financial Management due to pending legislative changes announced in Autumn Statement 2016.

### **Recommendations**

The meeting is recommended:

- 1.1 To note the contents of the report.
- 1.2 To consider any amendments to the proposed draft Discretionary Rate Relief Policy and, if applicable, to recommend them to Executive.
- 1.3 To agree that the final content of the policy guidelines will be subject to confirmation by the Chief Finance Officer in consultation with the Lead Member for Financial Management.

## **7. Solihull Partnership Steering Group**

Verbal update on the Solihull Partnership.

## **8. Medium Term Revenue Plan and draft 2017/18 Revenue and Capital Budgets (Pages 27 - 30)**

The Exempt Appendices to this report will follow as they are currently being reviewed and finalised.

Report of the Chief Finance Officer.

### **Purpose of report**

To set out the Medium Term Revenue Plan including the Revenue and Capital budget proposals for the Committee to consider and recommend to Executive.

## **Recommendations**

The meeting is recommended:

- 1.1 To consider and recommend the Medium Term Revenue Plan (MTRP) set out in Appendix 1 to Executive and then Full Council in February.
- 1.2 To consider and recommend the 2017/18 draft revenue budget set out in Appendix 2 to Executive and then Full Council in February.
- 1.3 To consider and recommend the 2017/18 capital programme set out in Appendix 3 to Executive and then Full Council in February.
- 1.4 To consider and recommend the list of reserves set out in Appendix 4 to Executive and then Full Council in February
- 1.5 To consider and recommend to Executive the level of Council Tax increase for 2017/18 before this is formally approved by Full Council in February.

### **9. Review of Committee Work Plan (Pages 31 - 32)**

To review the Committee Work Plan.

### **10. Exclusion of Press and Public**

The following report contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

**11. Exempt Appendices: Medium Term Revenue Plan and draft 2017/18 Revenue and Capital Budgets**

**\*\*The Exempt Appendices to The Medium Term Revenue Plan will follow as they are currently being reviewed and finalised.\*\***

**12. Car Parks (Pages 33 - 38)**

Exempt report of the Director of Operation Delivery.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

## **Information about this Meeting**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01295 221591 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

### **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

### **Queries Regarding this Agenda**

Please contact Lesley Farrell / Joel Bliss, Democratic and Elections  
lesley.farrell@cherwellandsouthnorthants.gov.uk, 01295 221591

**Sue Smith**  
**Chief Executive**

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