

Committee: Budget Planning Committee
Date: Tuesday 25 July 2017
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

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

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 - 12)

To confirm as a correct record the minutes of the meetings held on 28 February, 6 April and 16 May 2017.

5. Chairman's Announcements

To receive communications from the Chairman.

6. 2016-17 Revenue and Capital Outturn Report (Pages 13 - 30)

Report of the Chief Finance Officer

Purpose of report

This report summarises the Council's Revenue and Capital performance and its reserves position for the financial year 2016-17. The figures are still subject to finalisation and external audit.

Recommendations

The Budget Planning Committee is recommended to:

- 1.1 Agree the carry forward of budget underspends from 2016-17 to 2017-18 as detailed in Appendix 1.
- 1.2 Note the capital out-turn position for 2016-17 detailed in Appendix 2.
- 1.3 Agree the review of reserves as detailed in Appendix 3.
- 1.4 Agree the balances on capital schemes which have slipped in 2016-17 to be carried forward into the 2017-18 capital programme as set out in Annex 2.
- 1.5 Delegate responsibility to the Chief Finance Officer in consultation with the Lead Member for Financial Management to consider and implement further changes relating to all aspects of the closedown of the accounts for 2016-17 including: realigning reserves; the transfer of costs from revenue to capital; amendments of the revenue and capital budgets; and implementation of a minimum revenue provision accordingly.

7. Business Rates Monitoring 2016-2017 (Pages 31 - 36)

Report of the Chief Finance Officer

Purpose of report

To provide members of Budget Planning Committee with the business rates position as at the end the 2016-2017 financial year.

Recommendations

The meeting is recommended to:

- 1.1 Note this report.

8. Review of Procurement Strategy Progress (Pages 37 - 42)

Report of the Chief Finance Officer

Purpose of report

This report summarises the Council's Procurement Strategy progress for Quarter 4 of the financial year 2016-17.

Recommendations

The meeting is recommended to:

- 1.1 Note the progress made during Quarter 4 2016-17 in implementing the Council's Procurement Strategy.

9. Council Tax Reduction Scheme 2018-2019 (Pages 43 - 48)

Report of the Chief Finance Officer

Purpose of report

To provide members with an update on the implications of the current Council Tax Reduction Scheme (CTRS) and the changes to discounts, including the impact on collection rates, and to provide members with options to consider for a Council Tax Reduction Scheme for 2018-2019 so that consultation may be undertaken.

Recommendations

The meeting is recommended to:

- 1.1 Note the contents of the report and any financial implications for the Council.
- 1.2 Recommend to Executive which option(s) should be considered for the CTRS for 2018-2019 so that consultation may be undertaken.

10. Spring Budget 2017 - Business Rates Relief Schemes (Pages 49 - 62)

Report of the Chief Finance Officer

Purpose of report

To provide members of Budget Planning Committee with an update on the Spring Budget 2017 changes to Business Rates and to provide members with details of the proposed local Discretionary Business Rate Relief Scheme and Pubs Relief Scheme.

Recommendations

The meeting is recommended to:

- 1.1 Note the contents of the report and any financial implications for the Council.

- 1.2 Consider any amendments to the proposed local Discretionary Business Rate Relief Scheme.
- 1.3 Recommend to Executive the adoption of the final local Discretionary Relief Business Rate Relief Scheme and the Pubs Relief Scheme.

11. Review of Committee Work Plan (Pages 63 - 64)

To review the Committee Work Plan.

12. Exclusion of Press and Public

The following items contain 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.”

13. Medium Term Revenue Plan - 2017/18 to 2021/22 (Pages 65 - 70)

Exempt report of the Chief Finance Officer.

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 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

Yvonne Rees
Chief Executive

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