

**Committee:** Budget Planning Committee  
**Date:** Wednesday 30 August 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 Hugo Brown</b>
<b>Councillor Ian Corkin</b>	<b>Councillor Carmen Griffiths</b>
<b>Councillor David Hughes</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>
<b>Councillor Maurice Billington</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 - 6)**

To confirm as a correct record the minutes of the meeting held on 25 July 2017.

**5. Chairman's Announcements**

To receive communications from the Chairman.

**6. Quarter 1 2017-18 - Revenue and Capital Budget Monitoring Report (Pages 7 - 26)**

Report of the Chief Finance Officer

**Purpose of report**

This report summarises the Council's Revenue, Capital and Reserves position as at the end of Quarter One of the financial year 2017-18 and projections for the full year.

**Recommendations**

Budget Planning Committee is recommended:

- 1.1 To review the projected revenue and capital position at June 2017 and make any comments to Executive.
- 1.2 To review the current position on reserves at June 2017.

**7. Review of Procurement Strategy Progress (Pages 27 - 30)**

Report of the Chief Finance Officer.

**Purpose of report**

To summarise the Council's Procurement Strategy progress for Q1 of the financial year 2017-18.

**Recommendations**

The meeting is recommended:

- 1.1 That the Committee note the progress made during Q1 2017-18 in implementing the Council's Procurement Strategy.

**8. Business Rates Monitoring 2017-2018 (Pages 31 - 36)**

Report of the Chief Finance Officer

**Purpose of report**

To provide members of Budget Planning Committee with an update on the business rates position as at the end of Quarter 1 of the 2017-2018 financial year.

**Recommendation**

The meeting is recommended:

1.1 To note the report.

**9. Review of Committee Work Plan (Pages 37 - 38)**

To review the Committee Work Plan.

**10. 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.”

**11. Medium Term Revenue Plan - 2017/18 to 2021/22 (Pages 39 - 44)**

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](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

**Yvonne Rees**  
**Chief Executive**

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