

**Committee:** Budget Planning Committee  
**Date:** Tuesday 24 July 2018  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### **Membership**

<b>Councillor Nicholas Mawer (Chairman)</b>	<b>Councillor Carmen Griffiths (Vice-Chairman)</b>
<b>Councillor Hugo Brown</b>	<b>Councillor David Hughes</b>
<b>Councillor Andrew McHugh</b>	<b>Councillor Tony Mephram</b>
<b>Councillor Barry Richards</b>	<b>Councillor Alaric Rose</b>
<b>Councillor Tom Wallis</b>	<b>Councillor Douglas Webb</b>
<b>Councillor Lucinda Wing</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 - 6)**

To confirm as a correct record the minutes of the meetings held on 27 February 2018 and 15 May 2018

- 5. Chairman's Announcements**

To receive communications from the Chairman.

## 6. **2017-2018 Outturn Report CDC** (Pages 7 - 22)

Report of the Executive Director – Finance and Governance

### **Purpose of report**

This report summarises the Cherwell District Council's (CDC) Revenue and Capital performance and the position of its Reserves for the financial year 2017/18. It represents the culmination of all work undertaken by the Council to deliver high quality services that represent good value for money for our residents and communities across the district.

In the interests of transparency and good governance, we are presenting the final outturn set out in this report. In future we will be introducing new ways to keep Members and the public more informed in a timelier manner. Alongside this final position the Council is required to deliver its draft Statement of Accounts which represents this same information in a slightly different way. New for 2017/18, the Council was required by central Government to complete its draft statement of accounts by 31 May 2018, which is earlier than previously and represents a commitment to provide financial statements in a timelier manner. CDC met this revised deadline. We are now in a position to present this final outturn.

### **Recommendations**

- 1.1 Committee note the outturn figures for the General Fund and the Capital Programme 2017/18.
- 1.2 Committee note the approved items of capital re-profiling detailed at Annex 1 which have been approved under financial procedure rule 2.4.6 (b).
- 1.3 Committee note the reserves position at Annex 2.
- 1.4 Cabinet delegate responsibility to the Executive Director – Finance and Governance, in consultation with Portfolio Holder for Finance and Governance, to consider and implement changes relating to all aspects of the closedown of the accounts for 2017/18 including: realigning reserves, the transfer of costs from revenue to capital, amendments to revenue and capital budgets accordingly.

## 7. **Performance Finance and Risk Report - May 2018 (CDC)** (Pages 23 - 38)

Report of the Assistant Director – Finance and Procurement

### **Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of each month.

### **Recommendations**

- 1.1 To note the contents of the report.

## **8. Council Tax Reduction Scheme 2019-2020 (Pages 39 - 44)**

Report of the Executive Director Finance and Governance

### **Purpose of report**

To provide members of the Budget Planning Committee with an update on the implications of the current Council Tax Reduction Scheme 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 2019-2020.

### **Recommendations**

The meeting is recommended:

- 1.1 To note the contents of the report and any financial implications for the Council.
- 1.2 To recommend to Executive which option(s) should be considered for the Council Tax Reduction Scheme for 2019-2020.
- 1.3. If the option of no change to the current scheme is recommended to Executive members of this committee are requested to also recommend that no consultation takes place.

## **9. Review of Committee Work Plan (Pages 45 - 48)**

Report of the Executive Director – Finance and Governance

### **Purpose of report**

This report sets out the draft work programme for 2018/19.

### **Recommendations**

- 1.1 To review the work programme contained within this report.
- 1.2 Approve the work programme for 2018/19.

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

The following report(s) contain exempt information as defined in the following paragraph(s) 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(s) have been marked as exempt, it is for the meeting to decide whether or not to consider each of them 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 resolve as follows:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item(s) of business on the grounds that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part I, 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 Financial Strategy Presentation**

Exempt presentation from the Executive Director: Finance and Governance.

**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 221554 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 Sharon Hickson, Democratic and Elections  
sharon.hickson@cherwellandsouthnorthants.gov.uk, 01295 221554

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

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