

Cherwell District Council

Budget Planning Committee

Minutes of a meeting of the Budget Planning Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 26 October 2021 at 6.30 pm

Present:

Councillor Nicholas Mawer (Chairman)
Councillor Carmen Griffiths (Vice-Chairman)
Councillor Phil Chapman
Councillor John Donaldson
Councillor Shaida Hussain
Councillor Douglas Webb
Councillor Lucinda Wing
Councillor Sean Woodcock

Substitute Members:

Councillor Adam Nell (In place of Councillor Andrew McHugh)

Also Present:

Councillor Barry Wood – Leader of the Council
Councillor Ian Corkin – Deputy Leader of the Council and Lead Member for Customers and Transformation

Apologies for absence:

Councillor Fraser Webster
Councillor David Hughes
Councillor Andrew McHugh

Officers:

Yvonne Rees, Chief Executive
Anita Bradley, Director Law and Governance & Monitoring Officer
Steve Jordan, Corporate Director Commercial Development, Assets and Investment
Michael Furness, Assistant Director of Finance
Natasha Clark, Governance and Elections Manager
Lesley Farrell, Democratic and Elections Officer

Declarations of Interest

Councillor Hussain declared a general non-statutory interest in any discussion on Banbury Museum as a Trustee of Banbury Museum.

16 **Minutes**

The minutes of the meeting of the Committee held on 14 September 2021 were agreed as a correct record and signed by the Chairman.

17 **Chairman's Announcements**

There were no Chairman's announcements.

18 **Urgent Business**

There were no matters of urgent business.

19 **Performance, Finance and Risk Monitoring Report**

The Director of Finance submitted a report which summarised Cherwell District Council's forecast revenue and capital outturn position for 2021/22 as at September 2021 for the Committee to consider the financial aspects of the report.

The Chairman advised the Committee that prior to the meeting, he had raised a number of queries on the report with the Assistant Director of Finance. The Chairman accepted that there had not been enough time to answer all the questions and requested that responses be circulated to all Members of the Committee outside of the meeting.

In introducing the report, the Assistant Director of Finance explained that the improvement of the presentation of the Performance, Finance and Risk Monitoring report was ongoing. Some changes could be made relatively quickly but others took a bit longer as they needed to be reworked and presented in a different way.

In response to Members' comments about the potential delays in the Food and Garden Waste Project roll out, the Chief Executive explained that there was currently a problem with supplies, but it was anticipated that there would not be a delay in roll out of this project.

In response to Members' questions regarding the forecast reduction in care park income, the Assistant Director of Finance undertook to provide further information to the Committee. The Assistant Director of Finance explained that Finance Business Partners met with Service Managers monthly to review financial forecasts, which inform the following years budget.

In response to questions from the Committee regarding aged debt, the Assistant Director of Finance explained that the monitoring of aged debt and virements was a new aspect of the monitoring report and had been added as it was required by the Financial Management Code. In terms of reporting write

offs, the Assistant Director of Finance agreed that this should be added to the monitoring report.

The Director for Law and Governance and Monitoring Officer advised the Committee that the Finance Procedure Rules were being reviewed as part of the Constitution Review and undertook to review the governance of the aged debt write off with the Assistant Director of Finance and report back to the Committee.

Resolved

- (1) That the contents of the report be noted.

20 **Financial Management Code - Self Assessment Update**

The Director of Finance submitted a report which updated the Committee on the Council's self-assessment against the requirements of CIPFA's Financial Management Code.

The Assistant Director of Finance explained that the council was compliant with all aspects of the Financial Management Code but would always drive continuous improvement and look for ways to improve.

Resolved

- (1) That the Council's self-assessment against the requirements of CIPFA's Financial Management Code be noted.

21 **Review of Committee Work Plan**

The Committee considered it's work plan.

Resolved

- (1) That the Committee Work Plan be noted.

22 **Exclusion of Press and Public**

Resolved

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 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.

23 **Castle Quay update**

The Corporate Director Commercial Development, Assets and Investment gave an exempt presentation which gave an update on the Castle Quay waterside development

The Committee thanked the Corporate Director Commercial Development, Assets and Investment for the comprehensive presentation and agreed it would be helpful for information to be shared with all Members, acknowledging the confidential nature.

Resolved

- (1) That the exempt presentation be noted.

The meeting ended at 8.11 pm

Chairman:

Date: