

**Committee:** Resources and Performance Scrutiny Board  
**Date:** Tuesday 10 January 2012  
**Time:** 7.00 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### **Membership**

<b>Councillor Nicholas Mawer (Chairman)</b>	<b>Councillor Douglas Webb (Vice-Chairman)</b>
<b>Councillor Alyas Ahmed</b>	<b>Councillor Maurice Billington</b>
<b>Councillor Patrick Cartledge</b>	<b>Councillor Margaret Cullip</b>
<b>Councillor Andrew Fulljames</b>	<b>Councillor Melanie Magee</b>
<b>Councillor Lawrie Stratford</b>	<b>Councillor Patricia Tompson</b>
<b>Councillor Martin Weir</b>	<b>Councillor Douglas Williamson</b>

### **Substitutes**

<b>Councillor Andrew Beere</b>	<b>Councillor Mrs Diana Edwards</b>
<b>Councillor Tim Emptage</b>	<b>Councillor George Parish</b>
<b>Councillor Alaric Rose</b>	<b>Councillor Leslie F Sibley</b>
<b>Councillor Trevor Stevens</b>	<b>Councillor Rose Stratford</b>

## **AGENDA**

Overview and Scrutiny Members should not normally be subject to the party whip. Where a member is subject to a party whip they must declare this at the beginning of the meeting and it should be recorded in the minutes.

- 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 - 8)**

To confirm as a correct record the Minutes of the meeting of the Committee held on 22 November 2011.

**5. Exclusion of the Press and Public**

The following report contains exempt information as defined in the following paragraph 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 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 pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of that Act.”

**6. Budget Scrutiny 2012/13 (Pages 9 - 14)**

The Council has to adopt a budget for 2012/13 as the basis for calculating its level of Council Tax and has to base that budget on its plans for service delivery during the year, recognising any changes in service demand that may arise in future years.

Between September and December 2011, the Resources and Performance Scrutiny Board undertook a review of the budget. The budget scrutiny process for 2012/13 has involved a review of the current budget for 2011/12 of £15.8m with a detailed review of Discretionary areas of spend. Discretionary spend for Cherwell District Council in 2011/12 totalled a net expenditure of £3.1m (27% of the Council's net budget) and the capitals bids received as part of the 2012/13 process. The recommendations and conclusions from the Resources and Performance Scrutiny Board, which were agreed by the Board on 22 November 2011 and considered by Executive on 6 December 2011, are attached at Appendix 1 for information.

The Head of Finance will update Members on the outcome of the Executive's consideration of the recommendations and conclusions.

At the Board's November meeting, Members had deferred consideration of the following items:

1. Capital Bids

- i. Cherwell Community Led Housing Project - The Board agreed that in principle the proposal was sound and was minded to recommend the bid for approval but requested additional information be provided.
- ii. Community Intelligence Hub – The Board requested that this bid be re-evaluated and brought back to the Board's January meeting for consideration
- iii. Telephony Development - Members requested that additional information relating to this bid be submitted to the Board's January meeting for consideration

2. Communications – Controllable / Uncontrollable costs

The Board noted that a full review of the service was being undertaken. Members requested that officers bring proposals detailing how the service could save 25% of its controllable budget to the Board's January 2012 meeting for consideration

3. Linked to Communications, Members requested that officers consider savings related to Cherwell Link

An exempt briefing pack on these items will be circulated to Board Members under separate cover.

The final budget will be presented to Council on 22 February 2010.

## **Recommendations**

The Resources and Performance Scrutiny Board is recommended:

- (1) To consider the additional information and make recommendations to the Executive accordingly.

## **7. Re-admittance of the Press and Public**

Should Members decide to readmit the press and public, they are recommended to pass the following recommendation:

“That the press and public be readmitted to the meeting.”

## **8. Review of Budget Scrutiny 2012/13 Process**

The Chairman and the Head of Finance and Procurement will lead on a discussion on the Board's scrutiny review of the 2012/13 budget. This will be an opportunity for Members to reflect on the process and consider the approach for budget scrutiny 2013/14.

## 9. **Overview and Scrutiny Work Programme Update** (Pages 15 - 22)

Report of Head of Law and Governance

### **Summary**

To update Members on the Overview and Scrutiny Work Programme 2011/12.

### **Recommendations**

The Resources and Performance Scrutiny Board is recommended to:

- (1) Note the Resources and Performance Scrutiny Board element of the Overview and Scrutiny Work Programme 2011/12 as set out at appendix 1.
- (2) Note that a detailed review of the work programme will be presented to the February meeting of the Board.

**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@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) or 01295 221589 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. The definition of personal and prejudicial interests is set out in the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

**Personal Interest:** Members must declare the interest but may stay in the room, debate and vote on the issue.

**Prejudicial Interest:** Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.

## **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 Natasha Clark, Law and Governance [natasha.clark@cherwell-dc.gov.uk](mailto:natasha.clark@cherwell-dc.gov.uk), 01295 221589

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

Published on Friday 30 December 2011