

**Committee:** Budget Planning Committee  
**Date:** Tuesday 17 February 2015  
**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 Ken Atack</b>	<b>Councillor Carmen Griffiths</b>
<b>Councillor Timothy Hallchurch MBE</b>	<b>Councillor Mike Kerford-Byrnes</b>
<b>Councillor Melanie Magee</b>	<b>Councillor Alastair Milne Home</b>
<b>Councillor Nigel Randall</b>	<b>Councillor Barry Richards</b>
<b>Councillor Barry Wood</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 - 4)**

To confirm as a correct record the minutes of the meeting held on 19 January 2015.

**5. Chairman's Announcements**

To receive communications from the Chairman.

**6. Discretionary Rate Relief - amendment to Retail Relief Policy and introduction of Transitional Relief Policy (Pages 5 - 16)**

Report of Head of Finance and Procurement

**Purpose of report**

For members of Budget Planning Committee to consider a minor amendment to the Retail Relief Policy and the proposed introduction of a Transitional Relief Policy before consideration by Council.

**Recommendations**

The meeting is recommended:

- 1.1 To consider and approve the proposed amendments to the Business Rates Retail Relief Policy (Appendix 1) and the introduction of a Transitional Relief Policy (Appendix 2) for recommendation to full Council for approval.

**7. Quarter 3 2014-15 - Revenue and Capital Budget Monitoring Report (Pages 17 - 22)**

Report of Director of Resources

**Purpose of report**

This report summarises the Council's Revenue and Capital position, treasury management and procurement performance for the first nine months of the financial year 2014-15 and projections for the full 2014-15 period.

To receive information on treasury management performance and compliance with treasury management policy during 2014-15 as required by the Treasury Management Code of Practice.

**Recommendations**

Budget Planning Committee is recommended:

- 1.1 To note the projected revenue and capital position at December 2014.
- 1.2 To note the quarter 3 (Q3) performance against the 2014-15 investment strategy and the financial returns from the funds.

**8. Work Programme 2014-15 (Pages 23 - 24)**

To review and note the Committee Work Programme

## 9. 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.”

## 10. Proposed Capital Bids for CCTV at Thorpe Lane Depot and Bodicote House (Pages 25 - 30)

Exempt report of the Commercial Director (Bicester)

## 11. The Hill Community Centre

Exempt Verbal Update from the Commercial Director (Bicester)

**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 01327 322043 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 Emma Faulkner, Democratic and Elections  
emma.faulkner@cherwellandsouthnorthants.gov.uk, 01327 322043

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

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