

Committee: Budget Planning Committee
Date: Tuesday 6 October 2015
Time: 6.30 pm
Venue Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Nicholas Mawer (Chairman)	Councillor Nigel Randall (Vice-Chairman)
Councillor Ken Atack	Councillor Colin Clarke
Councillor Ian Corkin	Councillor Carmen Griffiths
Councillor Russell Hurle	Councillor Mike Kerford-Byrnes
Councillor Barry Richards	Councillor Douglas Webb
Councillor Barry Wood	Councillor Sean Woodcock

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 8 September 2015.

5. Chairman's Announcements

To receive communications from the Chairman.

6. Business Rates Pooling Decision 2016-2017 (Pages 5 - 8)

Report of Director of Resources

Purpose of report

To provide members of Budget Planning Committee with an update with regard to participation or otherwise in a business rates pool for 2016-2017.

Recommendations

The meeting is recommended:

- 1.1 To note this report.

7. Budget Strategy 2015 to 2016 and beyond (Pages 9 - 24)

Report of Head of Finance and Procurement

Purpose of report

To inform the Budget Planning Committee of the service and financial planning process for 2016/17, the 2016/17 budget strategy and the budget guidelines for service managers to enable the production of the 2016/17 budget. This report is being presented to Executive on 5 October.

The report includes an update on: the most recent Medium Term Revenue Plan (MTRP) and the Council Tax Reduction Scheme for 2016/17.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the report.
- 1.2 To note the following recommendations made to Executive on 5 October 2015
 - (a) Note the updated MTRP for the Council's revenue budget for 2016/17 to 2020-21.
 - (b) Endorse the overall 2016/17 budget strategy and service and financial planning process set out in the report.
 - (c) Consider and agree the proposed budget guidelines and timetable for 2016/17 (Appendices 1 and 2).

- (d) Endorse the decision to consult on the retention of the current Council Tax Reduction Scheme (CTRS) for 2016/17 and delegate authority to the Director of Resources in consultation with the lead member for Financial Management to make the final decision on the scheme.

8. Review of Committee Work Plan (Pages 25 - 26)

To review the Committee Work Plan.

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 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, Democratic and Elections
lesley.farrell@cherwellandsouthnorthants.gov.uk, 01295 221591

**Sue Smith
Chief Executive**

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