

**Committee:** Budget Planning Committee  
**Date:** Tuesday 27 November 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 Phil Chapman</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 - 4)**

To confirm as a correct record the minutes of the meeting held on 6 November 2018.

- 5. Chairman's Announcements**

To receive communications from the Chairman.

**6. Finance Monitoring Report - September 2018** (Pages 5 - 54)

Report of the Assistant Director – Finance and Procurement

**Purpose of report**

This report summarises the Finance monitoring position as at the end of each month.

**Recommendations**

1.1 To note the contents of the report.

**7. Medium Term Financial Strategy**

Verbal presentation from the Assistant Director: Finance and Procurement on the Medium Term Financial Strategy. Copies of the presentation will be available at the meeting.

**8. Business Rates - An Overview** (Pages 55 - 70)

Verbal presentation from the Operations Director – CSN resources on the Business Rates Overview. A copy of the presentation is attached for information.

**9. Local Discretionary Business Rate Relief Scheme for 2019-20** (Pages 71 - 78)

Report of the Interim Executive Director – Finance and Governance

**Purpose of report**

To provide members of Budget Planning Committee with details of the proposed Local Discretionary Relief Scheme before consideration by Executive.

**Recommendations**

The meeting is recommended:

1.1 To note the contents of the report.

1.2 To recommend to Executive the adoption of the Local Discretionary Business Rates Relief Scheme for 2019-20

**10. Business Rates Retail Relief Policy** (Pages 79 - 88)

Report of the Interim Executive Director – Finance and Governance

**Purpose of report**

To provide members with an update on the Business Rates Retail Relief announced in the recent Budget and to propose a Retail Relief Policy for recommendation to Executive.

### **Recommendations**

The meeting is recommended:

- 1.1 To note the contents of this report.
- 1.2 To consider and recommend to Executive the proposed Business Rates Retail Relief Policy contained in Appendix 1 of the report.

## **11. 100% Council Tax Premium on Long Term Empty Dwellings (Pages 89 - 92)**

Report of the Interim Executive Director – Finance and Governance

### **Purpose of report**

To provide members with an update on the change in legislation to allow for a Council Tax premium of 100% on properties that are empty for 2 years or more and to seek a recommendation for Executive on the introduction of 100% Empty Homes Premium.

### **Recommendations**

The meeting is recommended:

- 1.1 To note the contents of the report and any financial implications for the Council.
- 1.2 To make a recommendation to Executive on the introduction of an Empty Homes Premium of 100% from 1 April 2019.

## **12. Review of Committee Work Plan (Pages 93 - 94)**

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@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01327 322043 / 01295 221550 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 / Richard Woods, Democratic and Elections  
emma.faulkner@cherwellandsouthnorthants.gov.uk, 01327 322043 /  
richard.woods@cherwellandsouthnorthants.gov.uk, 01295 221550

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

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