

Agenda

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Finance and Performance Panel (Panel of the Scrutiny Committee)

**@this meeting will be held by Zoom and
streamed to the Council's YouTube channel
when the meeting starts,**

<https://www.youtube.com/oxfordcitycouncil>

This meeting will be held on:

Date: **Tuesday 29 September 2020**

Time: **6.00 pm**

Place: **Zoom - Remote meeting**

For further information please contact:

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Members of the public can attend to observe this meeting and

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All public papers are available from the calendar link to this meeting once published

- may register in advance to speak to the committee in accordance with the [committee's rules](#)
- may record all or part of the meeting in accordance with the Council's [protocol](#)

Information about speaking and recording is set out in the agenda and on the [website](#)

Please contact the Committee Services Officer to register to speak; to discuss recording the meeting; or with any other queries.

Committee Membership

Councillors: Membership 4: Quorum 2: substitutes are not permitted.

Councillor James Fry (Chair)

Councillor Chewe Munkonge

Councillor Craig Simmons

Councillor Roz Smith

Apologies and notification of substitutes received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting. Substitutes for the Chair and Vice-chair do not take on these roles.

Agenda

	Pages
1 Apologies Substitutes are not allowed.	
2 Declarations of interest	
3 Finance and Performance Panel Work Plan For the Panel to note and agree its work plan, which can be adjusted to reflect the wishes of the Panel.	9 - 12
4 Notes of previous meeting For the Panel to approve the record of the meeting held on 29 July 2020.	13 - 18
5 Social Value in Procurement (update) An update report on the progress made by the Council on embedding Social Value in procurement, focusing on the progress made on the Panel's recommendations to Cabinet from its February 2020 meeting. Annette Osborne, Procurement Manager, will be available to present the report and answer any questions. The Panel is recommended to consider the report and note it, having made any additional recommendations to Cabinet as required.	19 - 22
6 Integrated Performance Report Q1 For the Panel to receive an update on the Council's Finance, Risk and Performance as at 30 June 2020. Anna Winship, Management Accountancy Manager, will be available to present the report and answer questions, and Nigel Kennedy, Head of Financial Services, will also be available to answer any further questions. The Panel is recommended to consider the report and note it, having made any recommendations to Cabinet arising from it. At the previous meeting of the Finance Panel it was agreed that Nigel	23 - 42

Kennedy would provide an update on the Council's financial position in light of Covid. Nigel Kennedy will provide a verbal update based on the figures presented in this report.

NB This item was considered by Cabinet in August, meaning there is no opportunity for pre-decision scrutiny.

7 Performance Monitoring Q1

43 - 46

For the Panel to consider those Performance Monitoring measures previously agreed by Scrutiny. Liz Godin, Business Support Services Manager, will be present to answer any questions, though Panel members are reminded that many of the measures are outside her service area, pre-warning of any questions raised is likely to lead to more complete responses. The Panel is recommended to consider the Performance Monitoring measures and note them, having made any recommendations to Cabinet.

NB Some measures agreed by Scrutiny have been removed due to Covid-19 rendering them redundant.

8 Date of next meeting

The next meeting is scheduled as follows:

- 03 December 2020

All meetings begin at 6.00pm.

Information for those attending

Recording and reporting on meetings held in public

Members of public and press can record, or report in other ways, the parts of the meeting open to the public. You are not required to indicate in advance but it helps if you notify the Committee Services Officer prior to the meeting so that they can inform the Chair and direct you to the best place to record.

The Council asks those recording the meeting:

- To follow the protocol which can be found on the Council's [website](#)
- Not to disturb or disrupt the meeting
- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule or show a lack of respect towards those being recorded.
- To avoid recording members of the public present, even inadvertently, unless they are addressing the meeting.

Please be aware that you may be recorded during your speech and any follow-up. If you are attending please be aware that recording may take place and that you may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". The matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.