

Agenda

www.oxford.gov.uk



Finance and Performance Panel (Panel of the Scrutiny Committee)

This meeting will be held on:

Date: **Thursday 3 December 2020**

Time: **6.00 pm**

Place: **Zoom - Remote meeting**

For further information please contact:

Tom Hudson, Scrutiny Officer

☎ 01865 252191

✉ thudson@oxford.gov.uk

Members of the public can attend to observe this meeting and.

- 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.

*View or subscribe to updates for agendas, reports and minutes at
mycouncil.oxford.gov.uk.*

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

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.

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. | 7 - 8 |
| 4 Notes of previous meeting The Panel is recommended to approve the record of the meeting held on 29 September 2020, having raised any necessary questions or amendments. | 9 - 14 |
| 5 Treasury Management Mid –Year Report The Panel is recommended to consider the Treasury Management Mid-year Report and make any recommendations to Cabinet accordingly. Bill Lewis, Financial Accounting Manager, will be available to present the report and answer any questions. | 15 - 30 |
| 6 Integrated Performance Report 2020/21 Q2 The Panel is recommended to consider the Integrated Performance Report Q2, detailing the main issues around finance, performance and risk, and to make any recommendations to Cabinet accordingly. Nigel Kennedy, Head of Financial Services, and Anna Winship, Management Accountancy Manager, will be available to present the report and respond to questions. | 31 - 50 |
| 7 Written Questions for Budget Review Group | |

The Panel is asked to consider the proposed list of questions submitted to Directors and Heads of Service for written responses as the starting point for discussion in the forthcoming Budget Review Group. The Panel is recommended to agree the list having made any necessary amendments.

NB The list of questions and proposed draft budget pack will be issued separately as a supplement.

8 Date of next meeting

Meetings are scheduled as follows:

- 27 January 2021

The Panel is also asked to note the dates of the Budget Review Group:

- 04 January 2021
- 06 January 2021
- 11 January 2021

All meetings begin at 6.00pm.

9 Confidential Session

Should the Panel consider it necessary to go into confidential session, it will be necessary to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 to exclude the press and members of the public during discussion of this item on the grounds that it might involve disclosure of exempt information as described in the relevant paragraphs of Schedule 12A of the Local Government Act 1972.

10 Boswells Department Store

The Panel is recommended to consider the proposals for the site of the former Boswells store and make any recommendations to Cabinet accordingly.

Jane Winfield, Head of Commercial, and Emma Gubbins, Senior Surveyor, will be available to present the report and respond to questions.

51 - 74

11 Further discussion - Integrated Performance Report Q2 (Commercial Property)

75 - 112

The Panel is recommended that if it wishes to consider in detail the recommendation of the Integrated Performance Report Q2 concerning the Council's Commercial Property Strategy, it do so here. The advice of the Council's agents is included for further information.

Councillor Ed Turner, Cabinet Member for Finance and Asset Management and Jane Winfield, Head of Commercial Property will be present to answer questions.

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.