

# Agenda

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## Finance and Performance Panel (Panel of the Scrutiny Committee)

This meeting will be held on:

Date: **Thursday 8 July 2021**

Time: **6.00 pm**

Place: **Remote (Zoom)**

**For further information** please contact:

Tom Hudson, Scrutiny Officer

☎ 01865 252191

✉ [DemocraticServices@oxford.gov.uk](mailto:DemocraticServices@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.

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## Committee Membership

Councillors: Membership 6: Quorum 3: substitutes are not permitted.

Councillor James Fry

Councillor Andrew Gant

Liberal Democrat Group Leader

Councillor Duncan Hall

Councillor Chris Jarvis

Leader of the Green Group

Councillor Tom Landell Mills

Councillor Dr Amar Latif

Apologies received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting.

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	<b>Pages</b>
<b>1 Apologies</b> Substitutes are not permitted.	
<b>2 Declarations of Interest</b>	
<b>3 Finance and Performance Work Plan</b> Attached is the recommended work plan for the Panel. The Panel has two meetings in August and September each with one item on the agenda. The August report, Social Value in Procurement Update, is not time sensitive. The Panel is recommended, therefore, to agree to delay consideration of it until September and cancel the August meeting. NB The work plan has a shorter horizon than in previous years as the main Scrutiny Committee is taking a more flexible approach which means it is unable to commit longer in advance to the topics it will consider.	7 - 8
<b>4 Notes of Previous Meeting</b> Attached are the notes of the meeting held on 27 January 2021. The Panel is asked to agree the notes as an accurate record having made any necessary amendments. NB There are confidential notes associated with this item.	9 - 12
<b>5 Outturn and Performance Report 2020/21</b> The Outturn and Performance Report attached will be considered by Cabinet on 21 July 2021. Nigel Kennedy, Head of Financial Services, and Anna Winship, Management Accounting Manager, will be available to present the report to the Panel and respond to any questions. The Panel is asked to note the report, having any agreed any recommendations to Cabinet arising from it.	13 - 36
<b>6 Scrutiny-selected Performance Monitoring</b> The Panel is asked to consider a report on how it wishes to discharge its performance monitoring function at future meetings. The Panel is recommended to: 1) Agree to have Performance Monitoring as a standing item on the agenda, where written questions or invitations to relevant officers	37 - 52

to attend the next meeting can be agreed, and previous written responses considered.

- 2) Agree fifteen to twenty-five KPIs for consideration throughout the civic year.

## **7 Dates of next meeting**

Further Finance and Performance Panel meetings are scheduled for:

- 02 Aug 21\*
- 06 Sept 21
- 08 Dec 21
- 24 Jan 22
- 09 Mar 22

\*Recommended to be cancelled

## **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.