

Agenda

Finance and Performance Panel (Panel of the Scrutiny Committee)

This meeting will be held on:

Date: **Monday 2 August 2021**

Time: **6.00 pm**

Place: **Remote (Zoom)**

For further information please contact:

Tom Hudson, Scrutiny Officer, Committee Services Officer

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

Committee Membership

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

Councillor James Fry (Chair)

Councillor Andrew Gant

Councillor Duncan Hall

Councillor Chris Jarvis

Councillor Tom Landell Mills

Councillor Dr Amar Latif

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 permitted.	
2 Declarations of Interest	
3 Finance and Performance Work Plan Attached is the recommended work plan for the Panel. The Panel is asked to AGREE the work plan. 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
4 Notes of Previous Meeting Attached are the notes of the meeting held on 08 July 2021. The Panel is asked to AGREE the notes as an accurate record having made any necessary amendments.	9 - 12
5 Scrutiny-selected Performance Monitoring The Finance and Performance Panel has agreed to consider its suite of KPIs for performance monitoring purposes at each meeting. The Panel is recommended to NOTE the performance monitoring update having identified any questions it wishes to receive written responses to, or whether it wishes to invite a relevant officer to a future meeting. At its previous meeting the Panel requested a briefing on how KPIs were set; neither of the officers best able to deliver this briefing is expected to be available for this meeting, and it will be deferred until the Panel's next meeting. NB The performance monitoring report is to follow.	

6 Social Value in Procurement

Annette Osborne, Procurement Manager, will be present to provide an update report on the Council's implementation of Social Value in Procurement and to brief on the potential impacts of the 'Transforming Public Procurement' Green Book.

The Panel is recommended to **NOTE** the report, having raised any questions it may have and having agreed any recommendations to make to Cabinet arising therefrom.

NB This report is to follow.

7 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.

8 Aareon QL Implementation Update

As requested by the Panel at its previous meeting, an update report on the implementation of the Aareon QL system will be provided to the Panel. It is recommended that this update be taken in confidential session. Paul Leo, Executive Director of Housing, and Nigel Kennedy, Head of Financial Services, will be available to present the report.

The Panel is recommended to **NOTE** the report, having raised any questions it may have and having agreed any recommendations to make to Cabinet arising therefrom.

NB This report is to follow.

9 Dates of next meeting

Further Finance and Performance Panel meetings are scheduled for:

- 06 Sept 21
- 08 Dec 21
- 24 Jan 22
- 09 Mar 22

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.