

Agenda

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Finance and Performance Panel (Panel of the Scrutiny Committee)

This meeting will be held on:

Date: **Tuesday 7 December 2021**

Time: **6.00 pm**

Place: **Remote (Zoom)**

For further information please contact:

Tom Hudson, Scrutiny Officer, Committee Services Officer

☎ 01865 252191

✉ 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

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 The Panel is asked to NOTE that there are currently no relevant reports going to Cabinet in January. The only work currently scheduled for the Panel of that meeting is to sign off the draft Budget Review Group report. Although the meeting is liable to be short, the Panel is recommended to AGREE to retain the meeting of the Finance and Performance Panel scheduled for 24 January 2022.	
4 Notes of Previous Meeting Attached are the notes of the meeting held on 06 September 2021. The Panel is asked to agree the notes as an accurate record having made any necessary amendments.	7 - 10
5 Integrated Performance Report Q2 At its meeting on 15 December Cabinet will consider the Integrated Performance Report Q2. Nigel Kennedy, Head of Financial Services, and Anna Winship, Management Accountancy Manager, will be available to present the report and answer questions. 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.	11 - 26
6 Treasury Management Mid-Year Report At its meeting on 15 December Cabinet will consider the Treasury Management Mid-Year report. Nigel Kennedy, Head of Financial Services, and Bill Lewis, Financial Accounting Manager, will be available to present the report and answer questions.	27 - 44

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.

7 **Asset Management Strategy**

45 - 124

At its meeting on 15 December Cabinet will consider the Asset Management Strategy report. Jane Winfield, Head of Corporate Property and Mike Scott, Senior Asset Manager, will be available to present the report and answer questions.

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.

8 **Budget 2022/23**

The Scrutiny Committee has established a Budget Review Group to Scrutinise the 2022/23 Budget. The Panel is asked for the time being to **NOTE** the Budget, but to **AGREE** the proposed list of written questions to Heads of Service and add any further questions which are missing. These questions will form part of the discussion for the Budget Review Group meetings.

NB These papers will follow as a supplement. Owing to the publication dates for Cabinet Panel members will only receive this on the day of the meeting itself.

9 **Dates of next meeting**

Further Finance and Performance Panel meetings are scheduled for:

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

These meetings of the Finance and Performance Panel will be held in person at the Town Hall.

Following discussion the dates of the Budget Review Group are scheduled for

- 05 January 22
- 06 January 22
- 10 January 22
- 17 January (review)

Budget Review Group meetings will be held virtually.

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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.