

Agenda

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Finance and Performance Panel (Panel of the Scrutiny Committee)

MOVED from 15 January

This meeting will be held on:

Date: **Tuesday 21 January 2025**

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.

- 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 4: Quorum 2: substitutes are permitted.

Councillor James Fry (Chair)

Councillor Chris Jarvis

Councillor Dr Christopher Snowton

Councillor Ian Yeatman

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	
2 Declarations of Interest	
3 Chair's Announcements	
4 Notes of the previous meeting	7 - 12
<p>The Panel is asked to agree the notes of the meeting held on 4 December 2024 as a true and accurate record.</p>	
5 Finance and Performance Panel Work Plan	13 - 14
<p>The Panel is asked to consider the Work Plan and agree any amendments.</p>	
6 Council Tax Reduction Scheme 2025-2026	
<p>Cabinet, at its meeting on 5 February 2025, will consider a report from the Head of Financial Services seeking approval for changes to the Council's Council Tax Reduction Scheme for 2025/2026. Cllr Ed Turner, Deputy Leader (Statutory) and Cabinet Member for Finance and Asset Management, Nigel Kennedy, Head of Financial Services and Laura Bessell, Benefits Manager have been invited to present the report and answer questions. The Panel is asked to consider the report and agree any recommendations.</p> <p>The report will be published as part of a supplementary agenda.</p>	
7 Dates of future meetings	
<p>The Panel is asked to note the dates and times of future meetings of the Finance and Performance Panel:</p> <ul style="list-style-type: none">• 07 April 2025, 6pm <p><i>Meetings will take place remotely via Zoom.</i></p>	
8 Matters Exempt or part exempt from publication and	

exclusion of the public

If the Panel wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding or following agenda items it will be necessary for the Panel to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

(The Access to Information Procedure Rules – Section 15 of the Council’s Constitution – sets out the conditions under which the public can be excluded from meetings of the Council).

9 Exempt notes of the previous meeting

15 - 16

The Panel is asked to **agree** the exempt notes of the meeting held on 4 December 2024 as a true and accurate record.

10 Budget 2025/2026 - Draft Report of the Budget Review Group

The Scrutiny and Governance Advisor has drafted a report following the conclusion of the Budget Review Group meeting in December 2024 and January 2025, commissioned by the Scrutiny Committee in September 2024.

The final report will be considered at Scrutiny Committee on 29 January 2025, before being presented at Cabinet on 5 February 2025 and Council on 13 February 2025.

The Panel is asked to:

1. **Approve** the draft 2025/2026 Budget Review Group report for submission to the Scrutiny Committee meeting on 29 January 2025 for approval and submission to Cabinet, subject to any necessary amendments.
2. **Delegate** authority to the Scrutiny and Governance Advisor, in consultation with the Finance and Performance Panel Chair, to implement any agreed amendments to the report and make any necessary minor editorial amendments prior to submission to the Scrutiny Committee.

The report will be published as part of a supplementary agenda.

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.