

## Finance and Performance Panel Work Plan

NB This work plan is provisional and is subject to change. Changes made outside meetings are agreed between the Scrutiny Officer and the Chair.

Cabinet items beyond two months in advance are not included on the work plan owing to the greater potential they will move or alternative items of higher priority arise in the meantime.

### 06 December 2023 – confirmed reports

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Integrated Performance Report for Q2 2023/24	Yes	To update Cabinet on finance, risk and corporate performance matters as at 30 September 2023.  To consider the report and agree any recommendations.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Treasury Management Mid-Year Report	Yes	To report on the performance of the Treasury Management function for the six months to 30 September 2023.  To consider the report and agree any recommendations.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Budget 2024/25	Yes	To propose a Medium Term Financial Strategy and the 2024/25 Budget for consultation.  To note the report and agree a list of written questions to Heads of Service which will form part of the discussion for the Budget Review Group.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Background and Implications of Local Authority Section 114 Notices	No	To note and comment on the contents of the report and to agree any recommendations.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services

Acquisition vs Leasing of Properties and the HRA	No	To note and comment on the contents of the report.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Scrutiny Performance Monitoring	No	To consider the report and agree any written questions or invitations to relevant officers to attend the next meeting; and to consider responses to previous written questions.	N/A	N/A
Exempt Treasury Management Matters [discussion item]	No	To receive a verbal update on exempt matters relating to Treasury Management.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services

## 22 January 2024 – provisional reports

14

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Budget Review Group Report	No	To approve the report of the Budget Review Group for submission to the Scrutiny Committee; and to recommend that the Scrutiny Committee approves the report of the Budget Review Group for submission to Cabinet.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Council Tax Reduction Scheme for 2024/25	Yes	To consider any proposed changes to the Council Tax Reduction Scheme for 2024/25.	Cabinet Member for Inclusive Communities and Culture	Nigel Kennedy, Head of Financial Services
Integrated Performance Report	Yes	To update Cabinet on finance, risk and corporate performance matters as at 31 March 2023.	Deputy Leader (Statutory) – Finance and	Nigel Kennedy, Head of Financial Services

for Q4 2022/23			Asset Management	
Housing Revenue Account (HRA) Rent Setting Report 2024/25	Yes	To present the outcome of Oxford City Council's annual rent review and associated rent setting proposal for 2024/25 in respect of all council dwellings within the Housing Revenue Account, including the setting of associated services and facilities charges.	Deputy Leader (Statutory) – Finance and Asset Management Cabinet Member for Housing	Nigel Kennedy, Head of Financial Services
Social Value/Impact in Procurement	No	To consider the report and agree any recommendations.	Deputy Leader (Statutory) – Finance and Asset Management	Annette Osborne, Procurement Manager
Scrutiny Performance Monitoring	No	To consider the report and agree any written questions or invitations to relevant officers to attend the next meeting; and to consider responses to previous written questions.	N/A	N/A
Exempt Treasury Management Matters [discussion item]	No	To receive a verbal update on exempt matters relating to Treasury Management.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services

## 26 March 2024 – provisional reports

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Scrutiny Performance Monitoring	No	To consider the report and agree any recommendations.	N/A	N/A
Exempt Treasury Management Matters [discussion item]	No	To receive a verbal update on exempt matters relating to Treasury Management.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services