

Public Document Pack

Cherwell District Council

Council

Minutes of a meeting of the Council held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 18 December 2017 at 6.30 pm

Present: Councillor Maurice Billington (Chairman)
Councillor Jolanta Lis (Vice-Chairman)

Councillor Andrew Beere
Councillor Mike Bishop
Councillor Hugo Brown
Councillor Mark Cherry
Councillor Colin Clarke
Councillor Ian Corkin
Councillor Nick Cotter
Councillor Surinder Dhesi
Councillor John Donaldson
Councillor Sean Gaul
Councillor Chris Heath
Councillor Simon Holland
Councillor David Hughes
Councillor Shaida Hussain
Councillor Tony Ilott
Councillor Mike Kerford-Byrnes
Councillor James Macnamara
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Andrew McHugh
Councillor Alastair Milne-Home
Councillor Nigel Morris
Councillor Richard Mould
Councillor D M Pickford
Councillor Lynn Pratt
Councillor G A Reynolds
Councillor Barry Richards
Councillor Dan Sames
Councillor Nigel Simpson
Councillor Jason Slaymaker
Councillor Barry Wood
Councillor Sean Woodcock

Apologies
for
absence: Councillor David Anderson
Councillor Ken Atack
Councillor Hannah Banfield
Councillor Claire Bell
Councillor Carmen Griffiths
Councillor Timothy Hallchurch MBE
Councillor Alan MacKenzie-Wintle
Councillor Neil Prestidge

Councillor Sandra Rhodes
Councillor Les Sibley
Councillor Nicholas Turner
Councillor Tom Wallis
Councillor Douglas Webb
Councillor Bryn Williams

Officers: Ian Davies, Director of Operational Delivery
Paul Sutton, Executive Director: Finance and Governance /
Section 151 Officer
James Doble, Assistant Director - Transformational
Governance / Monitoring Officer
Natasha Clark, Interim Democratic and Elections Manager

58 **Declarations of Interest**

12. Bespoke / Custom Build Mortgage Bridging Loan Fund.
Councillor Ian Corkin, Declaration, as a Non Executive Director on Graven Hill Village Development Company Limited and would leave the meeting for the duration of the item.

20. Acquisition of Castle Quay.
Councillor Surinder Dhesi, Conflict of Interest, as an employee of Marks and Spencer and would participate in the debate but abstain from voting of the item.

59 **Communications**

Chief Executive

The Chairman advised Council that the Chief Executive was unable to attend the meeting evening as her father had sadly passed away at the weekend. The Chairman and all Members extended their condolences to the Chief Executive and her family at this sad time.

Honorary Alderman Fred Blackwell

The Chairman advised Members that Honorary Alderman Fred Blackwell had passed away on 13 December 2017. Honorary Alderman Blackwell had been a councillor for Cherwell and its predecessor authority, Banbury Borough Council, for 45 years, standing down in 2016.

Honorary Alderman Blackwell served as Cherwell's chairman for two years from 1981 to 1983 and the title of Honorary Alderman was conferred on him on 18 July 2016 in recognition of his decades of dedication to the district.

Members paid tribute to Honorary Alderman Blackwell sharing personal anecdotes and memories.

Council observed a period of silence in memory of Honorary Alderman Blackwell.

Chairman's Dinner

The Chairman advised that his Charity Dinner on Saturday 10 March at Exeter Hall, Kidlington was now sold out and there was a waiting list. The Chairman advised that donations could be made and thanked Members who were unable to attend and had already made a donation explaining that all proceeds would go to the charities I was supporting as Chairman.

Chairman's Engagements

A list of engagements attended by the Chairman or Vice-Chairman since the last meeting of Council was published as part of the agenda.

Post

The Chairman reminded Members to collect any post from pigeon holes.

Festive Greetings

The Chairman wished a Merry Christmas and Happy New Year to all Members and Officers.

60 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

61 **Urgent Business**

There were no items of urgent business.

62 **Minutes of Council**

The minutes of the meeting held on 16 October 2017 were agreed as a correct record and signed by the Chairman, subject to the following amendments:

Attendance: Change Councillor David Hughes from "Apologies for Absence" to "Present as Expected"

Minute 46: Motions

Amend and replace the following words of the first paragraph under the following motion:

b) Condition of BT Phones Boxes in the District

It was moved by Councillor ~~Wood~~ Gaul, and seconded by Councillor ~~Hussain~~ Wood, that the following motion be adopted:

63 **Minutes**

a) Minutes of the Executive, Lead Member Decisions and Executive Decisions made under Special Urgency

Resolved

That the minutes of the meeting of the Executive and Lead Member decisions as set out in the Minute Book be received and that it be noted that since the last meeting of Council on 16 October 2017 one decision had been taken which were not included in the 28 day notice relating to: Retail Unit A4, Block A Pioneer Square, Bicester.

b) Minutes of Committees

Resolved

That the minutes of Committees as set out in the Minute Book be received.

64

Thames Valley Police - Address by Chief Constable

The Chairman welcomed the Police and Crime Commissioner for Thames Valley, Anthony Stansfeld, the Chief Constable of Thames Valley Police, Francis Habgood, and the Cherwell Local Area Deputy Commander Chief Inspector Emma Garside, to the meeting.

The Police and Crime Commissioner and Chief Constable Habgood addressed the meeting regarding policing in Thames Valley. A number of Members asked questions and answers were duly provided.

The Chairman thanked the Police and Crime Commissioner, the Chief Constable and Chief Inspector Garside.

65

Questions

a) Written Questions

The Chairman advised Council that one written question had been submitted with advance notice in accordance with the Constitution. The question was from Councillor Richards and addressed to the Leader of the Council, Councillor Wood, and was in relation to the council's housing waiting list. A written answer had been tabled at the meeting (annex to the Minutes as set out in the Minute Book).

Councillor Richards asked a supplementary question to which an answer was duly given.

b) Questions to the Leader of the Council

Questions were asked and answers received on the following issues:

Councillor Ilott: Provision of a "changing place" facility in Banbury, Bicester and Kidlington

Councillor Beere: Business Rates Retention Scheme

Councillor Cherry: Former Lincoln House Care Home

Councillor Dhesi: Vehicles parked illegally on double yellow lines in Banbury

Councillor Dhesi: Council owned car parks not being gritted during the recent snow

c) Questions to Committee Chairmen on the Minutes

The following question was asked to Committee Chairmen on the minutes of meetings:

Councillor Reynolds to the Chairman of the Overview and Scrutiny Committee in relation to Minute 32 of the 10 October 2017 meeting: Reference to the survey for parishes on mobile phone signals and ensuring county councillors are kept up to date. In the absence of the Overview and Scrutiny Committee, Councillor Wood responded to the question.

66

Motions

Social Media

It was moved by Councillor Mallon and seconded by Councillor Cotter that the following motion be adopted:

“We as elected members of this council deplore the use of social media to denigrate members of the public and elected members at all levels of public life.

In the words of the Prime Minister:

“All of us should have due care and attention to the way we refer to other people and should show those within public life the respect they deserve.”

And in the words of the Leader of Her Majesty’s opposition:

“So I say to all activists, cut the personal abuse, cut the cyber bullying online.”

We therefore pledge that as elected members and representatives of our political parties we will:

- not ourselves misuse social media;
- seek out and stop any personal attacks by our own political parties, the elected members of our parties, paid up members and activists of our political parties; and
- show due respect to the people we represent and to our elected colleagues.”

Resolved

That the following motion be adopted:

We pledge that as elected members and representatives of our political parties we will:

- not ourselves misuse social media;

- seek out and stop any personal attacks by our own political parties, the elected members of our parties, paid up members and activists of our political parties; and
- show due respect to the people we represent and to our elected colleagues.

67 **Council Tax Reduction Scheme 2018-2019 and Council Tax Discounts 2018-2019**

The Chief Finance Officer submitted a report to provide members with an update on the consultation process that had taken place on the proposals for a Council Tax Reduction Scheme for 2018-2019 and to seek approval for a Council Tax Reduction Scheme for the year 2018-2019 on the recommendation of the Executive and Budget Planning Committee.

The report also provided members with an update of Council Tax discounts and sought approval for the Council Tax discounts for the year 2018-19.

Resolved

- (1) That the Council Tax Reduction Scheme (CTRS) for the year 1 April 2018 to 31 March 2019 as set out in the annex to the Minutes (as set out in the Minute Book) be approved and implemented with effect from 1 April 2018.
- (2) That delegated authority be granted to the Section 151 Officer to make further amendments to the CTRS Regulations up to and including 31 January 2018 in consultation with the Lead Member for Financial Management.
- (3) That, having given due consideration, the following level of Council Tax discounts for 2018-2019 be approved:
 - Retain the discount for second homes at zero
 - Retain the discount for empty homes (unoccupied and substantially unfurnished) at 25% for 6 months and thereafter at zero.
 - Retain the discount for empty homes undergoing major repair at 25% for 12 months and thereafter at zero.
 - Retain the empty homes premium of an additional 50% for properties that have remained empty for more than 2 years.

68 **Bespoke / Custom Build Mortgage Bridging Loan Fund**

The Chief Finance Officer submitted a report to consider the creation of a capital budget for a pilot scheme of 10 bridging loans available to self-builders qualifying for mortgages under the Arlingclose Bespoke/Custom Build Mortgage scheme which will be considered by Executive in January 2018.

Resolved

- (1) That the creation of a capital budget of up to £2,500,000 to be made available in the event that Executive agree the business case for the pilot scheme in January 2018 be approved.
- (2) That authority be delegated to the Chief Finance Officer to approve the final amount of each individual loan within the pilot scheme and the form of the loan agreements to facilitate those loans.

69

Constitutional Amendments and Review of Constitutional and Governance Arrangements

The Assistant Director Transformational Governance / Monitoring Officer submitted a report to amend the terms of reference of the Joint Commissioning Committee (JCC), to delegate authority to the Monitoring Officer to reassign to the officer scheme of delegation in light of the newly agreed senior management structure and to agree the proposed approach to review constitutional and governance arrangements.

Resolved

- (1) That agreement be given to amend the terms of reference of the Joint Commissioning Committee to include the determination of terms and conditions and the determination of HR policies, the creation of new posts where there is an increase to the establishment and no budget and the restructuring of teams involving more than ten posts for all staff employed by Cherwell District and South Northamptonshire Councils.
- (2) That authority be delegated to the Monitoring Officer, in consultation with the Chief Executive, to reassign the officer scheme of delegation in accordance with the new senior management structure as agreed by the Joint Commissioning Committee to add the proposed delegations relating to Primary Authority status, restructures of ten posts or less and updates to the spatial planning delegations and to amend the constitution accordingly.
- (3) That officers be requested to carry out a review of constitutional and governance arrangements for discussion and consideration by group leaders.

70

Community Governance Review - Graven Hill

The Chief Executive submitted a report to agree to carry out a Community Governance Review (CGR) as soon as practical to consult on the principle of including the development of Graven Hill within the boundaries of Bicester Town Council.

Resolved

- (1) That agreement be given to hold a Community Governance Review as soon as practical to consult on the principle of including the

development site of Graven Hill within the boundary of Bicester Town Council.

71 **Calendar of Meetings 2018/19**

The Assistant Director – Transformational Governance submitted a report for Council to consider the calendars of meetings for the municipal year 2018/19.

Resolved

- (1) That the calendar of meetings for Cherwell District Council (CDC) for the municipal year 2018/19 (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That the joint committees calendar of meetings for the municipal year 2018/19 (annex to the Minutes as set out in the Minute Book) be approved, subject to similar agreement by South Northamptonshire Council.

72 **Local Government Ombudsman Annual Report 2016/17**

The Assistant Director – Transformational Governance and Monitoring Officer submitted a report to provide council with the Local Government Ombudsman's annual report on Cherwell District Council for the financial year 2016/17.

Resolved

- (1) That the report be noted.

73 **Exclusion of the Press and Public**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

74 **Questions on Exempt Minutes**

There were no questions on exempt minutes.

75 **Retail Unit A4, Block A Pioneer Square, Bicester**

The Chief Finance Officer submitted an exempt report relating to Retail Unit A4, Block A Pioneer Square, Bicester.

Resolved

- (1) As set out in the exempt minutes.

76

Acquisition of Castle Quay

The Chief Finance Officer submitted an exempt report relating to the acquisition of Castle Quay.

Resolved

- (1) As set out in the exempt minutes.
- (2) As set out in the exempt minutes.
- (3) As set out in the exempt minutes.
- (4) As set out in the exempt minutes.
- (5) As set out in the exempt minutes.
- (6) As set out in the exempt minutes.
- (7) As set out in the exempt minutes.

The meeting ended at 10.10 pm

Chairman:

Date:



Council

Monday 18 December 2017

Agenda Item 9 (a), Written Questions

Question From: Councillor Barry Richards

Question To: Leader of the Council, Councillor Barry Wood

Topic: Housing Waiting List

Question

Please could you supply the following information:

1. The number of people on the Council's waiting list as at 1 November 2012.
2. The average waiting time as at 1 November 2012.

We do not hold this data for 2012 and our IT software does not allow us to extract data in this format. However, we do have more recent data on the average waiting time that households who were rehoused had to wait before being re-housed:

- *In 2014/15 the average waiting time for households to be re-housed was 73 weeks*
 - *In 2015/16 the average waiting time for households to be re-housed was 58 weeks*
3. How many houses have been built in Cherwell District since 1 November 2012.
 4. How many of those have been let at social housing rents.

Housing Delivery in Cherwell

Figures are taken from the 2017 Annual Monitoring Report (AMR)

Housing completions 2012 – 2016/17 (the last available figure) totals – 4,223. This includes the whole of year 2012/13, as we do not record house building by month, but an annual basis.

Table 1 – Housing Completions (net) 2011 – 2017

	Banbury			Bicester			Elsewhere			District			
	GF	PDL	Total	GF	PDL	Total	GF	PDL	Total	GF	PDL	Total	PDL %
2011 / 12	34	102	136	40	26	66	118	36	154	192	164	356	46%
2012 / 13	4	38	42	116	14	130	50	118	168	170	170	340	50%
2013 / 14	12	22	34	137	33	170	119	87	206	268	142	410	35%
2014 / 15	222	106	328	193	30	223	119	276	395	534	412	946	44%
2015 / 16	257	96	353	307	60	367	316	389	705	880	545	1425	38%
2016 / 17	349	59	408	309	62	371	141	182	323	799	303	1102	27%
Totals	878	423	1301	1102	225	1327	863	1088	1951	2044	1433	4579	31%

An extensive number of houses have been consented on development sites, totalling 7708. Some of this total will have been built after 31 March 2017 and will be reported in the 2018 AMR.

Table 2: Housing Commitments at 31/03/2017

		No. of dwellings
Banbury	GF	2746
	PDL	389
	Total	3135
Bicester	GF	1230
	PDL	1943
	Total	3173
Elsewhere	GF	739
	PDL	661
	Total	1400
District	GF	4715
	PDL	2993
	Total	7708

Note GF- Green Field; Pdl – previously developed land.

In terms of affordable housing completions – the period 2012/13 – 2016/17 saw 1,044 affordable houses completed.

Affordable Housing in Cherwell

No new housing has been built at social housing rents in recent years with the last delivery in the year 2012/13 as there have been no notable affordability issues and also these are generally difficult to negotiate with developers. Cherwell's Housing Policy allows for either affordable or social rent and that general needs housing is at an affordable rent (80% of market values) but is capped at Local Housing Allowance (now usually less than the affordable rent particularly in the higher value areas). It is worth noting that social rented stock is still available in the District as Sanctuary's stock from stock transfer has not been converted from social rent to affordable rent.

The Council's historic delivery figures are as follows:

2012/13 - 91 affordable homes overall = **25 SR / 40 AR / 26 SO**

2013/14 - 145 affordable homes overall = **111 AR / 34 SO**

2014/15 - 195 affordable homes overall = **127 AR / 68 SO**

2015/16 - 322 affordable homes overall = **232 AR / 90 SO**

2016/17 - 312 affordable homes overall = **184 AR / 128 SO**

(SR = social rent; AR = affordable rent; SO = shared ownership)

The adopted Cherwell Local Plan in Policy BSC3 leaves it flexible as whether the non-intermediate forms of affordable housing are delivered as either affordable rent or social rent (70% of the total). It is the tenancy strategy (and national policy) which drives the delivery of affordable rent as the main form of housing for new build. Relevant extracts from this are as follows:

The Localism Act gave Registered Providers the ability to offer flexible tenancies with the aim of making better use of existing homes in a diminishing market and encouraging tenants to use Affordable Housing opportunities as a springboard to other more aspirational tenures. The existing agreements between Registered Providers and their tenants are not affected and it is possible for Registered Providers to offer fixed term tenancies at social rent levels as well as at affordable rent levels. The affordable rent model is usually reserved for new build properties and a limited number of conversions.

Cherwell District Council continues to support the use of Affordable Rents because we want to see development in the district to meet the housing need of our residents whilst also understanding that Registered Providers have a need to generate income through higher rents to replace public subsidy, which has been lost in current grant programmes.

5. The number of people on the Council's waiting list as at 1 November 2017.

As at the end of November 2017 there were 1,141 households on Cherwell District Council's housing register.

6. The average waiting time as at 1 November 2017.

In 2016/17 the average waiting time for households re-housed was 47 weeks

Minute Item 67

Cherwell District Council

Council

18 December 2017

Council Tax Reduction Scheme 2018-2019 and Council Tax Discounts 2018-2019

Report of Chief Finance Officer

This report is public

Purpose of report

To provide members with an update on the consultation process that has taken place on the proposals for a Council Tax Reduction Scheme for 2018-2019 and to seek approval for a Council Tax Reduction Scheme for the year 2018-2019 on the recommendation of the Executive and Budget Planning Committee.

To provide members with an update of Council Tax discounts and seek approval for the Council Tax discounts for the year 2018-19.

1.0 Recommendations

The meeting is recommended:

- 1.1 To approve a Council Tax Reduction Scheme (CTRS) for the year 1 April 2018 to 31 March 2019 as set out in the report and implement the scheme with effect from 1 April 2018.
- 1.2 To grant delegated authority to the Section 151 Officer to make further amendments to the CTRS Regulations up to and including 31 January 2018 in consultation with the Lead Member for Financial Management.
- 1.3 To review the proposed level of Council Tax discounts for 2018-2019 and to approve the following:
 - Retain the discount for second homes at zero
 - Retain the discount for empty homes (unoccupied and substantially unfurnished) at 25% for 6 months and thereafter at zero.
 - Retain the discount for empty homes undergoing major repair at 25% for 12 months and thereafter at zero.
 - Retain the empty homes premium of an additional 50% for properties that have remained empty for more than 2 years.

2.0 Introduction

- 2.1 In December 2016 members approved a Council Tax Reduction Scheme (CTRS) for Cherwell District Council for the financial year 2017-2018. The scheme

mirrored the previous Council Tax Benefit (CTB) scheme in that the maximum Council Tax liability to be included in any assessment for working age customers is 100%.

- 2.2 Funding for the new scheme is based on a fixed cash grant based on approximately 90% of the previous CTB subsidy giving a funding shortfall for Cherwell of £742,430. The funding shortfall is mostly offset by changes to locally set Council Tax discounts.

3.0 Report Details

Council Tax Reduction Scheme 2018-2019.

- 3.1 The Government has stated that the funding levels for Council Tax Reduction will remain the same in 2018-2019. The 10% reduction in funding for 2017-2018 of £742,430 has been offset by changes to locally set Council Tax discounts.
- 3.2 As the funding for the CTRS is a fixed grant the cost of any increase in the level of demand will be borne by the Council. The CTRS caseload is regularly monitored and there has been a small decrease in the number of live cases from 7,193 in July 2017 to 7,087 in July 2017.
- 3.4 There will continue to be a national scheme which the Council must adhere to for those people who have attained the qualifying age for State Pension Credit.
- 3.5 There are existing regulations for our local Council Tax Reduction Scheme for working age customers. If the recommendation for no change is agreed then the only change required would be the changes to the Regulations to reflect changes such as benefit uprating.

Consultation Process.

- 3.6 Members agreed a consultation process on the option of no change to the current CTRS. The consultation began on 11 September 2017 and ended on 10 October 2017.
- 3.7 The consultation process included detailed information and a response form on the website. Targeted consultation also took place with 676 households across the district who were invited to take part in the survey.
- 3.8 Consultation has also taken place with the major preceptors.
- 3.9 A total of 49 responses were received. A summary report of the results can be found at Appendix A of this report. The majority of people who completed the survey are happy with the proposals for Council Tax Reduction Scheme for 2018-2019. The key findings are as follows:
- 48 of the 49 responses came from individuals and 1 came from an organisation
 - 33 of the 49 respondents (67.35%) agreed that the Council should continue with the current scheme
 - If the Council were to consider other options to help pay for the scheme 23 out of 47 responses (48.94%) felt that the level of support for working age households should be reduced, 9 out of 47 responses (19.15%) felt that Council Tax should be increased, 8 out of 43 responses (18.60%) were in favour of reduction in

funding for other services and 23 out of 46 responses (50%) were in favour of using financial reserves.

Council Tax Reduction Scheme Regulations

- 3.11 There will continue to be national regulations related to CTRS which the Council must adhere to including the national scheme for those people who have attained the qualifying age for State Pension Credit.
- 3.12 There are existing regulations for our local scheme for 2017-2018. If the recommendation for no change is agreed then the regulations will require some technical changes for uprating by DCLG and Department for Work and Pensions.

Council Tax Discounts

- 3.13 The Local Government Finance Act 2012 abolished certain exemptions with effect from 1 April 2013 and replaced them with discounts which can be determined locally. Council approved a number of small changes to discounts in order to meet the funding requirements of the Council Tax Reduction Scheme.
- 3.14 Council determined that furnished chargeable dwellings that are not the sole or main residence of an individual (second homes) should no longer receive a discount. If we continue to set the discount at zero it is estimated that this will result in additional income of £82,321.
- 3.15 Council also determined the discount in respect of unoccupied and substantially unfurnished properties should be reduced to 25% for a period of 6 months and thereafter to zero. Current estimations indicate that this will result in additional income of around £289,375.
- 3.16 Council further exercised its discretion to determine that chargeable dwellings which are vacant and undergoing major repair to render them habitable should attract a discount of 25% for a period of 12 months and thereafter to zero. This will result in additional income of £21,403.
- 3.17 The Local Government Finance Act 2012 also allows for an Empty Homes Premium to be charged on long term empty properties that is those that have been empty and unfurnished for two years or more. If this remains unchanged it is estimated this would result in additional income of £109,347. If this causes more long term empty properties to be brought back into use it will have a beneficial impact on New Homes Bonus.

Financial Implications of the recommendation for CTRS 2018-2019

- 3.18 The recommendation for no change to the current Council Tax Reduction Scheme or Council Tax Discounts would have the following financial impact:

	Based on 100%
Overall funding loss	742,430
Second homes income	-82,321
Empty homes income with discount of 25% for 6 months	-289,375
Uninhabitable homes discount of 25% for 12 months	-21,403

Long term empty premium income	-109,347
Total funding gap	239,984
Total funding gap for CDC	16,799

4.0 Conclusion and Reasons for Recommendations

- 4.1 The proposal is to keep the same Council Tax Reduction Scheme for 2018-2019 with changes to the Regulations to reflect the changes such as uprating. Consultation has taken place with residents and major preceptors.
- 4.2 Members are now required to agree a Council Tax Reduction Scheme for the 2018-2019 financial year and are asked to give delegated Authority to the Section 151 Officer to make amendments to the CTRS Regulations up to and including 31 January 2018 in consultation with the Lead Member for Financial Management.
- 4.3 Members are also asked to agree that Council Tax Discounts for 2018-2019 are set at the levels detailed in the report.

5.0 Consultation

Budget Planning Committee and Executive

A report on the results of the consultation for a Council Tax Reduction Scheme for 2018-2019 has been considered by Budget Planning Committee on 28 November 2017 and Executive on 4 December 2017.

Public and major preceptors

Consultation with anyone affected by the proposed new scheme has taken place.

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To not agree any of the options for a new scheme. This would have financial implications for the Council and those residents affected by wider Welfare Reform.

7.0 Implications

Financial and Resource Implications

- 7.1 These are contained in report.

Comments checked by: Sanjay Sharma Interim Head of Finance,
sanjay.sharma@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 The Council is required to review its Council Tax Reduction Scheme on an annual basis and, if it determines to make changes then it must consult on the revised scheme. Failure to do so will affect the reputation of the Council and will have a financial implication for residents as well as exposing the Council to potential challenge for failing to comply with the legislative requirements of the Local Government Finance Act 1992. As indicated in the main body of the report at paragraph 5 above, consultation must be a meaningful process and due account must be taken of the content of the responses before a final decision is made.

Comments checked by: Richard Hawtin, Team Leader – Non-contentious,
Richard.hawtin@cherwellandsouthnorthants.gov.uk

Equality and Diversity

- 7.3 An equality impact assessment has been undertaken on the Council Tax Reduction Scheme for 2018-2019. It is proposed that the scheme remains unchanged in 2018-2019 and no change has arisen from the consultation exercise.

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

This links to the Council's priority of protecting our quality of life.

Lead Councillor

Councillor Tony Illott, Lead Member for Financial Management

Document Information

Appendix No	Title
A	Consultation results
Background Papers	
None	
Report Author	Belinda Green (Joint Revenues and Benefits Manager)
Contact Information	Belinda Green: 01327 322182 Belinda.green@cherwellandsouthnorthants.gov.uk

Cherwell District Council Calendar of Meetings 2018/19¹

Council	Executive	<i>Executive BPM</i>	Accounts, Audit & Risk Committee	Budget Planning Committee	Overview & Scrutiny Committee	Planning Committee	All Member Briefing
Mon, 6.30pm	Mon, 6.30pm	<i>Tues, 4pm</i>	Weds, 6.30pm	Tues, 6.30pm	Tues, 6.30pm	Thurs, 4pm	Bi-monthly, 6.30pm - 8.30pm
2018 Tuesday 15 May AGM 16 July 15 October 17 December 2019 25 February 2019/20 Tuesday 14 May 2019 AGM	2018 4 June 2 July 3 September 1 October 5 November 3 December 2019 7 January 4 February 4 March 1 April	2018 <i>15 May</i> <i>19 June</i> <i>17 July</i> <i>21 August</i> <i>18 September</i> <i>16 October</i> <i>20 November</i> <i>18 December</i> 2019 <i>15 January</i> <i>19 February</i> <i>19 March</i> <i>16 April</i>	2018 <i>30 May 5pm - informal review of accounts</i> 30 May 25 July 21 November 2019 23 January 13 March	2018 22 May 24 July 29 August (Wednesday) 25 September 30 October 27 November 2019 29 January 26 February	2018 29 May 10 July 28 August 9 October 20 November 2019 22 January 19 February 26 March	2018 24 May 21 June 19 July 23 August 20 September 25 October 22 November 13 December 2019 17 January 14 February 14 March 18 April	2018 Thursday 31 May – The Forum Monday 23 July – Bodicote House Tuesday 2 October – The Forum Wednesday 12 December – Bodicote House 2019 Monday 21 January – The Forum Tuesday 12 March – Bodicote House
Democratic Contact Officer: Natasha Clark 01295 221589	Democratic Contact Officer: Natasha Clark 01295 221589	<i>Contact: Donna Dow, PA to the Leader 01295</i>	Democratic Contact Officer: Aaron Hetherington	Democratic Contact Officer: Lesley Farrell 01295 221591	Democratic Contact Officer: Emma Faulkner 01327 322043	Democratic Contact Officer: Aaron Hetherington	

¹ Meetings are subject to change and cancellation. Members will be notified and the website updated accordingly.

Appendix 1

Council	Executive	<i>Executive BPM</i>	Accounts, Audit & Risk Committee	Budget Planning Committee	Overview & Scrutiny Committee	Planning Committee	All Member Briefing
			01295 227956			01295 227956	

NOTES: Chairman and Vice-Chairman for all Committees for the municipal year 2018/19 will be appointed at the first meetings of Committees held at the conclusion of the Annual Council meeting on Tuesday 15 May 2018.

Licensing Committee, Licensing Sub-Committees, Personnel Committee, Appeals Panel and Standards Committee meetings will be arranged as required.

Democratic Contacts:

Licensing Committee and Licensing Sub-Committee: Aaron Hetherington – 01295 227956

Personnel Committee: Louise Aston – 01295 221601

Standards Committee: Sharon Hickson – 01295 221554

Appeals Panel: Natasha Clark – 01295 221589

Parish Liaison Meeting: Wednesday 6 June 2018
 Wednesday 7 November 2018

Parish Liaison Meeting Contact: Kevin Larner, Community Infrastructure Officer – 01295 221706

Cherwell District Council / South Northamptonshire Council Joint Meetings Calendar of Meetings 2018/19¹

Joint Councils Employee Engagement Committee (JCEEC)	Joint Commissioning Committee (JCC)	Joint Scrutiny Committee (JSC)	<i>Joint Cabinet & Executive Business Planning Meeting (Joint BPM)</i>
Thursday, 5pm The Forum or Bodicote House	Thursday, 6.30pm The Forum or Bodicote House	Thursday, 6.30pm The Forum or Bodicote House	Wednesday, 6.30pm The Forum or Bodicote House
7 June 2018 – Bodicote House 26 July 2018 – The Forum 27 September 2018 – Bodicote House 6 December 2018 – The Forum 31 January 2019 – Bodicote House 28 March 2019 – The Forum	7 June 2018 – Bodicote House 26 July 2018 – The Forum 27 September 2018 – Bodicote House 6 December 2018 – The Forum 31 January 2019 – Bodicote House 28 March 2019 – The Forum	21 June 2018 – The Forum 13 September 2018 – Bodicote House 29 November 2018 – The Forum 21 March 2019 – The Forum	23 May 2018 – Bodicote House 11 July 2018 – The Forum 12 September 2018 - Bodicote House 14 November 2018 – Bodicote House 9 January 2019 – The Forum 13 March 2019 – The Forum
Democratic Contact Officer: Lesley Farrell, 01295 221591	Democratic Contact Officer: Natasha Clark, 01295 221589	Democratic Contact Officer: Lesley Farrell, 01295 221591 Natasha Clark, 01295 221589	Democratic Contact Officer: Natasha Clark, 01295 221589

NOTES: Joint Appeals Committee meetings will be arranged as required. No meetings are currently scheduled.

The Transformation Joint Working Group (TJWG) and the Commercial Development Panel (CDP) are administered by the Business Transformation Team who will advise TJWG and CDP members of meeting dates.

¹ Please note that meeting dates are subject to change and cancellations. Members will be advised accordingly and the websites updated.

Minute Item 76

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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