



**Summary of the decisions taken at the meeting
of the Executive held on Monday 3 September 2018**

1. Date of publication of this summary: 4 September 2018
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): None
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Friday 7 September 2018
4. Notes:-
 - (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website (www.cherwell.gov.uk) or from Democratic Services);
 - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
 - (c) Call-in can be requested by any six non-executive members of the Council.
However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.
 - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
 - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Yvonne Rees
Chief Executive**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 7 Adoption of new House in Multiple Occupation (HMO) Standards Policy and new House in Multiple Occupation (HMO) Licensing Policy</p> <p>Report of Assistant Director Housing</p> <p>Recommendations</p> <p>The Executive is recommended to:</p> <p>1.1 Adopt the House in Multiple Occupation (HMO) Standards Policy 2018 in place of the 2012 version with effect from 1 October 2018.</p> <p>1.2 Adopt the House in</p>	<p>Resolved</p> <p>(1) That House in Multiple Occupation (HMO) Standards Policy 2018 (annex to the Minutes as set out in the Minute Book) be adopted in place of the 2012 version with effect from 1 October 2018.</p> <p>(2) That the House in Multiple Occupation (HMO) Licensing Policy 2018 be adopted in place of the 2012 version with effect from 1 October 2018.</p>	<p>The proposed policies are necessary updates to existing policies which take account of legislative changes. We have also taken the opportunity to update and refresh the policies but those changes are limited and largely evolutionary in nature.</p> <p>These policies are necessary to ensure effective delivery of the Council's licensing responsibilities and effective enforcement of standards in HMOs.</p>	<p>The first alternative option would be <u>not to adopt</u> the proposed HMO Standards Policy. That course of action would leave the Council at risk of challenge if it sought to apply space standards or waste disposal standards in licences from 1/10/18 and would also mean the Council was disregarding relevant legislation. That course is not recommended</p> <p>The second alternative option would be <u>not to adopt</u> the proposed HMO Licensing Policy. That would leave the Council continuing to operate with an unnecessarily elderly current policy that could prove insufficiently</p>	<p>None</p>

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<p>Multiple Occupation (HMO) Licensing Policy 2018 in place of the 2012 version with effect from 1 October 2018.</p>			<p>accurate if challenged and which would also leave future licence fee setting to be made by means of Lead Member Decision rather than made part of the Council's annual fees and charges setting process. That course is not recommended.</p> <p>The third option would be <u>not to adopt</u> both the proposed policies. That course would result in all of the implications described in both the first and second options and is not recommended.</p>	
<p>Agenda Item 8 Council Tax Reduction Scheme and Council Tax Discounts 2019 - 2020</p>	<p>Resolved</p> <p>(1) That the contents of the report and any</p>	<p>From April 2013 Council Tax Benefit was abolished and replaced with a local Council Tax Reduction Scheme. The</p>	<p>Option 1: To not recommend any of the options for a scheme for 2019-2020. This would</p>	<p>None</p>

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<p>Report of Executive Director Finance and Governance (Interim)</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the contents of the report and any financial implications for the Council.</p> <p>1.2 To recommend to Council the option of no change to the Council Tax Reduction Scheme (CTRS) for 2019-2020 (and therefore no consultation is required) and to amend the Council Tax Reduction Scheme Regulations for pensioners in line with uprating announced by</p>	<p>financial implications for the Council be noted.</p> <p>(2) That the option of no change to the Council Tax Reduction Scheme (CTRS) for 2019-2020 (and therefore no consultation is required) and the Council Tax Reduction Scheme Regulations for pensioners in line with uprating announced by DCLG and to uprate the Working Age Regulations in line with those announced by Department for Work and Pensions (DWP) be recommended for the Council.</p>	<p>Council is required to agree a scheme based on the reduced level of funding from Government</p> <p>Members are now required to recommend a Council Tax Reduction Scheme to Council and it is recommended that members put forward option one which is a no change Council Tax Reduction Scheme for the 2019-2020 financial year. This option meets the objective of continuing to support residents whilst ensuring the scheme remains affordable.</p>	<p>have financial implications for the Council and those residents affected by Welfare Reform.</p> <p>Option 2: To decrease the level of support to Working Age claimants. This would have an impact on some of the most vulnerable residents in the district and may significantly impact on collection rates.</p>	

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<p>DCLG and to uprate the Working Age Regulations in line with those announced by Department for Work and Pensions (DWP).</p> <p>1.3. To recommend to Council that delegated authority is given to the Executive Director Finance and Governance to make any changes to the CTRS Regulations up to and including 31 January 2019 in consultation with the Lead Member for Financial Management.</p> <p>1.4 To review the proposed level of Council Tax discounts for 2019-2020 and make recommendations to</p>	<p>(3) That Council be recommended to give delegated authority to the Executive Director Finance and Governance, in consultation with the Lead Member for Financial Management, to make any changes to the CTRS Regulations up to and including 31 January 2019.</p> <p>(4) That, having given due consideration, the following proposed level of Council Tax discounts for 2019-2020 be recommended to Council:</p> <ul style="list-style-type: none"> • Retain the discount 			

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<p>Council as follows:</p> <ul style="list-style-type: none"> • 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. 	<p>for second homes at zero.</p> <ul style="list-style-type: none"> • 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. 			

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<p>Agenda Item 9 Monthly Performance, Finance and Risk Monitoring Report - July 2018</p> <p>Report of Assistant Director: Performance and Transformation and Assistant Director: Finance and Governance</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the monthly Performance, Risk and Finance Monitoring Report.</p>	<p>Resolved</p> <p>(1) That the monthly Performance, Risk and Finance Monitoring Report be noted.</p>	<p>The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.</p>	<p>Option 1: This report illustrates the Council's performance against the 2018-19 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.</p>	<p>None</p>