



**Committee: Executive**

**Date: Monday 2 December 2019**

**Time: 6.30 pm**

**Venue Bodicote House, Bodicote, Banbury, OX15 4AA**

### **Membership**

**Councillor Barry Wood  
(Chairman)**

Councillor Colin Clarke

Councillor John Donaldson

Councillor Andrew McHugh

Councillor Lynn Pratt

**Councillor George Reynolds (Vice-Chairman)**

Councillor Ian Corkin

Councillor Tony Ilott

Councillor Richard Mould

Councillor Dan Sames

## **AGENDA**

**1. Apologies for Absence**

**2. Declarations of Interest**

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

**3. Petitions and Requests to Address the Meeting**

The Chairman to report on any requests to submit petitions or to address the meeting.

**4. Minutes (Pages 1 - 8)**

To confirm as a correct record the Minutes of the meeting held on 4 November 2019.

**5. Chairman's Announcements**

To receive communications from the Chairman.

**6. Delegation of Energy-efficiency Enforcement Powers from Oxfordshire County Council to Cherwell District Council (Pages 9 - 14)**

Report of Chief Operating Officer

**Purpose of report**

To seek approval to enforce legislation applicable to:

- a) Domestic Private Rented Energy Performance Certificates (EPCs)
- b) Commercial Minimum Energy Efficiency Standards (MEES)

following the delegation of powers under: *The Energy Performance of Buildings (England and Wales) Regulations 2012* and under *The Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015*, from Oxfordshire County Council

**Recommendations**

The Executive is recommended to:

- 1.1 Accept the delegation of powers to enable Cherwell District Council to carry out enforcement of Energy Performance Certificate (EPC) provisions under *The Energy Performance of Buildings (England and Wales) Regulations 2012*.
- 1.2 Accept the delegation of powers to enable Cherwell District Council to carry out the enforcement of the Minimum Energy Efficiency Standards (MEES) in commercial property under *The Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015*.
- 1.3 Authorise the Chief Operating Officer, acting in consultation with the Director Law and Governance and the Corporate Director Finance, to enter into all necessary and appropriate contracts and agreements to implement the delivery of the enforcement work on behalf of Oxfordshire County Council (OCC).
- 1.4 Delegate authority to the Chief Operating Officer to perform the enforcement duties of Oxfordshire County Council (OCC) set out in any such agreements referred to above.

**7. Council Tax Reduction Scheme 2020/21 (Pages 15 - 32)**

Report of Corporate Director Finance (Interim)

**Purpose of report**

To provide members with a review of Council Tax discounts and to seek approval to recommend the proposed level of Council Tax discounts for the 2020-2021 financial year to Council.

To provide an update on the Council Tax Reduction Scheme for 2019-2020 and to seek approval to recommend a Council Tax Reduction Scheme for the financial year 2020-2021 to Council.

## **Recommendations**

The meeting is recommended:

- 1.1 To note the contents of the report and any financial implications for the Council.
- 1.2 To recommend to Council the option of a Council Tax Reduction income banded scheme for the financial year 2020-2021 and to amend the Council Tax Regulations for pensioners in line with uprating announced by MHCLG and to amend the Working Age Regulations in line with the new income banded scheme and the uprating announced by MHCLG.
- 1.3 To recommend to Council that delegated authority is given to the Executive Director Finance to make the required changes to the CTRS Regulations up to and including 31 January 2020 in consultation with the Lead Member for Financial Management.
- 1.4 To review the proposed level of Council Tax discounts and premiums for 2020-2021 and make recommendations to Council as follows:
  - 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 100% for properties that have remained empty for more than 2 years.

## **8. Monthly Performance, Risk and Finance Monitoring Report - October 2019** (Pages 33 - 78)

Report of Corporate Director: Finance (Interim) and Assistant Director: Performance and Transformation

### **Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of each month.

### **Recommendations**

The meeting is recommended:

- 1.1 To note the monthly Performance, Risk and Finance Monitoring Report.

## **9. Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to

[democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01295 221589 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

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### **Queries Regarding this Agenda**

Please contact Natasha Clark, Democratic and Elections  
[democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk), 01295 221589

**Yvonne Rees**  
**Chief Executive**

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