



## **Portfolio Holder Decision**

**Published on 30 December 2025**

**Decision:** Cherwell District Council Allocations Scheme

**Decision taker:** Councillor Nick Cotter, Portfolio Holder for Housing

**Decision Date:** 18 December 2025

**Is decision subject to Call-in?** Yes

**Deadline for Call-in:** Noon on 6 January 2026

**Is decision Exempt?** No

**Is decision urgent?** No

### **Summary**

To make minor amendments to the Housing Allocations Scheme.

### **Decision**

#### **Resolved**

- (1) That the changes to the Housing Allocations Scheme as set out in the Annex to this decision notice be agreed.

### **Reasons for Decision**

It is important that the Council has up to date policies and procedures for its statutory and key service areas and it is important that they are legislatively and operationally sound. A periodic review of policies is therefore appropriate.

### **Options Considered**

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

Option 1: Not bring make the changes to the Allocations Scheme. This is rejected as it is important that the Council has Policies that are up to date with legislation and can respond to current challenges.

## **Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service**

None

### **Information about this decision statement**

#### **Call-in**

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.

Call-in can be requested by any five non-executive members of the Council.

Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).

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.

Shiraz Sheikh  
Monitoring Officer