

RECORD OF EXECUTIVE DECISION

Date	Decision Maker	Decision	Reason(s) for Decision	Alternative Options Considered	Conflicts of Interest Declared <small>(and Dispensations granted by the Monitoring Officer)</small>	Consultation with relevant Ward Member(s) Yes/No	Subject to Call-in? Yes/No
March 2020	<p>Portfolio Holder for Corporate Finance and Governance Councillor Carlo Guglielmi</p> <p>Portfolio Holder for Housing Councillor Paul Honeywood</p>	To obtain the approval of the Portfolio Holder for Corporate Finance and Governance and the Portfolio Holder for Housing to introduce a policy facilitating the extension of leases for the Council's Shared Equity Scheme lessees, based upon the statutory scheme that exists in the Leasehold Reform Act 1967 (the LRA 1967).	The Council's Shared Equity Scheme, introduced in 1989, did not include any provision for lessees to extend their leases and it was originally thought that the provisions of the Leasehold Reform Act 1967 were not applicable to this type of property. However, it has now been established that this legislation does apply to these properties.	None. Not to introduce a policy and procedure would not be in accordance with the provisions of the Leasehold Reform Act 1967	None	No	Yes

URGENT DECISIONS ONLY (If non-urgent go to "Agreement to Decision" below):-

GENERAL EXCEPTION APPLIES? <small>(Rule 14 Access to Information Procedure Rules)</small>	YES/NO	If yes, has at least 5 clear days notice been given to the Chairman of the relevant overview and scrutiny committee?	YES/NO
SPECIAL URGENCY APPLIES? <small>(Rule 15 Access to Information Procedure Rules)</small>	YES/NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
EXEMPTION FROM CALL-IN APPLIES? <small>(Rule 18i Overview and Scrutiny Procedure Rules)</small>	YES/NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
URGENT & OUTSIDE BUDGET OR POLICY FRAMEWORK?	YES/NO	If yes, why is it not practical to convene a quorate meeting of full Council?	

(Rule 6 Budget and Policy Framework Procedure Rules)		
	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO

AGREEMENT TO DECISION:-		
Signed:- Decision Maker	Date:-	Delegated Power Reference (in Part 3 of the Constitution):-
Signed:- Decision Maker	Date:-	

**Original signed copy to be retained by Service.
Electronic copy to be sent to Ian Ford and Katie Sullivan (Committee Services) for publication.**