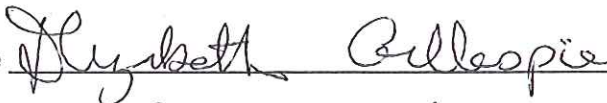


## Record of an individual Cabinet member decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

<b>Decision made by</b>	Councillor Elizabeth Gillespie															
<b>Key decision?</b>	Yes															
<b>Date of decision</b> (same as date form signed)																
<b>Name and job title of officer requesting the decision</b>	Phil Ealey Housing Needs Manager															
<b>Officer contact details</b>	Tel: 01235 422456 Email: phil.ealey@southandvale.gov.uk															
<b>Decision</b>	To agree that South Oxfordshire District Council will implement its pledge to resettle two families through the Syrian Vulnerable Persons Resettlement Scheme. To further agree that the Housing Needs team will manage the Scheme, including the financial management of income and expenditure.															
<b>Reasons for decision</b>	To carry out the instruction by Cabinet to resettle two Syrian refugee families through the Syrian Vulnerable Persons Resettlement Scheme.															
<b>Alternative options rejected</b>	The alternative would be not to participate in the Scheme. This would be against the express wishes of Cabinet.															
<b>Legal implications</b>	None															
<b>Financial implications</b>	<p>The Resettlement Scheme is funded by the Home Office.</p> <table border="1"> <thead> <tr> <th>Year</th> <th>£ per household member</th> </tr> </thead> <tbody> <tr> <td>Year 1</td> <td>8,520</td> </tr> <tr> <td>Year 2</td> <td>5,000</td> </tr> <tr> <td>Year 3</td> <td>3,700</td> </tr> <tr> <td>Year 4</td> <td>2,300</td> </tr> <tr> <td>Year 5</td> <td>1,000</td> </tr> <tr> <td><b>Total</b></td> <td><b>20,520</b></td> </tr> </tbody> </table>		Year	£ per household member	Year 1	8,520	Year 2	5,000	Year 3	3,700	Year 4	2,300	Year 5	1,000	<b>Total</b>	<b>20,520</b>
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	<p>The total projected costs of providing accommodation and support to the two Syrian families over five years is within the funding envelope provided by the Home Office.</p> <p>Specific budget lines will be established within Housing Needs to manage expenditure and income generated from the Scheme.</p>			
<b>Other implications</b>	None			
<b>Background papers considered</b>	South Cabinet Briefing Paper 19 April 2016			
<b>Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?</b>	None			
<b>List consultees</b>		<b>Name</b>	<b>Outcome</b>	<b>Date</b>
	Ward councillors	n/a		
	Legal	Pat Connell	Agreed	03.06.2016
	Finance	Simon Hewings	Agreed	13.06.2016
	Human resources	n/a		
	Sustainability	n/a		
	Diversity and equality	Cheryl Reeves	The scheme will help the council to meet its duties under the Equality Act to 'advance equality of opportunity and to foster good relations between different groups of people'	14.06.2016
	Communications	Natalie Ellis	Agreed	17.06.2016
	Head of service	Hamid Khan	Agreed	02.06.2016
<b>Confidential decision?</b> If so, under which exempt category?	No			
<b>Call-in waived by Scrutiny Committee chairman?</b>	No			
<b>Cabinet member's signature</b> To confirm the decision as set out in this notice.	Signature <u></u> Date <u>27.06.2016</u>			

## Guidance notes

1. This form must be completed by the lead officer who becomes the contact officer. The lead officer is responsible for ensuring that the head of service and the necessary internal consultees have signed it off. The lead officer must then seek the Cabinet member's agreement and signature.
2. Once satisfied with the decision, the Cabinet member must sign and date the form and return it to the lead officer who should send it to Democratic Services immediately to allow the call-in period to commence. Tel. 01235 540307 or extension 2522. Email: [democratic.services@southandvale.gov.uk](mailto:democratic.services@southandvale.gov.uk)
3. Democratic Services will then publish the decision to the website (unless it is confidential) and send it to all councillors to commence the call-in period (five clear working days). The decision cannot be implemented until the call-in period expires. The call-in procedure can be found in the council's constitution, part 4, under the Scrutiny Committee procedure rules.
4. Before implementing the decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If the decision has been called in, Democratic Services will notify the lead officer and decision-maker. This call-in puts the decision on hold.
6. Democratic Services will liaise with the Scrutiny Committee chairman over the date of the call-in debate. The Cabinet member will be requested to attend the Scrutiny Committee meeting to answer the committee's questions.
7. The Scrutiny Committee may:
  - refer the decision back to the Cabinet member for reconsideration or
  - refer the matter to Council with an alternative set of proposals (where the final decision rests with full Council) or
  - accept the Cabinet member's decision, in which case it can be implemented immediately.

**ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY**

For Democratic Services office use only		
Form received	Date:	Time:
Date published to all councillors	Date:	
Call-in deadline	Date:	Time: