

**RECORD OF DECISION BY CITY MAYOR OR INDIVIDUAL  
EXECUTIVE MEMBER**

1.	<b>DECISION TITLE</b>	Council Tax Reduction Scheme & Discretionary Spend: Summary Report & 2016/17 Proposals
2.	<b>DECLARATIONS OF INTEREST</b>	None
3.	<b>DATE OF DECISION</b>	14 March 2016
4.	<b>DECISION MAKER</b>	Assistant City Mayor Jobs & Skills
5.	<b>DECISION TAKEN</b>	To approve that the existing scheme is retained with amendments in line with Housing Benefit legislation from April 2016 only – namely, the limitation of backdating to four weeks only, and the removal of the family premium for new claimants.
6.	<b>REASON FOR DECISION</b>	Council tax benefit (a national scheme) was replaced by the Council tax reduction scheme (a local scheme) in April 2013. The local scheme is therefore reviewed annually to ensure that any changes to impacting legislation are considered and inconsequential changes to the scheme made if appropriate.
7.	a) <b>KEY DECISION Y/N?</b> b) If yes, was it published 5 clear days in advance? y/n	a) Yes b) Yes
8.	<b>OPTIONS CONSIDERED</b>	The supporting report sets out the changes in housing benefit legislation and the options available for consideration for the council tax reduction scheme.
9.	<b>DEADLINE FOR CALL-IN</b> <ul style="list-style-type: none"> <li>• 5 Members of a Scrutiny Commission or any 5 Councillors can ask for the decision to be called-in.</li> <li>• Notification of Call-In with reasons must be made to the Monitoring Officer</li> </ul>	21 March 2016
10.	<b>SIGNATURE OF DECISION MAKER</b> (City Mayor or where delegated by the City Mayor, name of Executive Member)	