

**10 August 2017**

**BABERGH DISTRICT COUNCIL  
DECISIONS NOTICE**

**DECISIONS BY THE CABINET  
CALL IN DEADLINE 5:00PM ON 17 August 2017**

**The following decisions have been taken by the Cabinet and will come into effect on**

**18 August 2017 unless the call in procedure is activated:**

**Report Title/Ref No: BCa/17/14 Home Ownership Review**

Decisions Made by Cabinet:

1. That Cabinet approves an introduction of a new lease agreement with revised terms to support moving closer to a cost neutral service and strengthened legal obligations. Assistant Director of Housing to have delegated authority to revise the lease term and conditions based on internal legal practice and advice.
2. That Cabinet approves an implementation of 'flat rate' Management Fee Structure of £279.00 per annum for new Leaseholders.
3. That Existing BDC Leaseholders to be excluded from the increased Management Fee until such time the lease can be reviewed and a revised charging mechanism implemented.
4. That Cabinet approves an implementation of a fee structure for 27 types of administration charges set at the current sector average (As set out in Appendix One).
5. That Cabinet approves administration charges are increased annually on 1<sup>st</sup> April by CPI as at 30<sup>th</sup> September of the previous year, and a market review every 3 years.
6. That Cabinet approves a 15% Major Work fee of the total contractor costs for the planned works project.
7. That Cabinet approves a revised operating model which projects a saving of £20,258, or 24% of existing structure costs.

Reason for Decisions: To improve service delivery, reduce operating costs, increase income and achieve a cost neutral operating model for Home Ownership Services.

Alternative Options Considered and Rejected: None

Any Declarations of Interest declared: None

Any Dispensation Granted: None