

WRITTEN RECORD OF A DECISION IN RESPECT OF A CABINET FUNCTION TO BE COMPLETED BY THE RELEVANT DECISION-MAKER AND PROPER OFFICER

SECTION A

DATE OF DECISION: 12 March 2012

PORTFOLIO AREA: Housing Health & Communities

SUBJECT TITLE: Consultation Paper: Allocation of Accommodation:
Guidance for Local Authorities in England

Decision reference 1/2012

Name(s) of Officers present when the decision about the report was taken:

Brian Cowcher Head of Housing & Environmental Health

Christine Hastings Senior Committee Officer

SECTION B – IDENTITY OF THE “DECISION-MAKER”

An individual Cabinet member: Councillor S Hawke

Under Delegated Powers as set out in Part 3 of the Constitution, Delegations to the Leader, Deputy Leader and Portfolio Holders

SECTION C – THE DECISION

Having read the report, including its recommendations and proposals, and following consideration of all other relevant matters (set out in Section F if not contained in the report), the decision-maker made the following decision:
The response to the consultation questions set out in the report be approved and submitted to the Department for Communities and Local Government

SECTION D – REASONS FOR THE DECISION

The decision-maker's reasons for making the decision recorded in Section C:

- 1 Are as set out in the Report previously circulated
2. Are as set out in the Report but with the following additional reasons:

.....
.....

SECTION E – DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

The report accurately records the alternative options (if any) considered and rejected by the decision-maker

The following alternative options were not contained in the report but were considered by the decision-maker and rejected:

.....
.....

SECTION F – OTHER RELEVANT MATTERS CONCERNING THE DECISION

The following relevant matters not contained in the report were considered when taking the decision:

None

.....

SECTION G – CONFLICTS OF INTEREST DECLARED AND DISPENSATIONS GIVEN

Tick 4 ONE only, and complete the details if necessary

*The decision-maker(s) / *Any member of the Cabinet consulted in taking the decision did not declare a personal or prejudicial interest in the matters set out in the report.

*The decision-maker / *A member of the Cabinet taking the decision / *A member of the Executive consulted in taking the decision declared a personal or prejudicial interest in the Matters set out in the report and as detailed below:

Nature of Interest:

Personal

Prejudicial

Details:

* Delete as applicable

NB: If an interest is prejudicial and no exceptions apply, the person who has declared such an interest must be recorded as leaving the room and taking no part in the decision.

We certify that the decision this document records was made in accordance with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 and is a true and accurate record or minute of that decision.

Cabinet Member:

Sandra Hawke

Dated:

12th March 2012

Officer present:

Christie Hastings

Dated:

12/3/2012

NOTE: Should any member wish to call in the above decision, please write (or e-mail) to the Head of Administration by noon on the sixth working day of the decision being made.