

<b>HARROGATE BOROUGH COUNCIL DECISION NOTICE</b>	
<b>Cabinet Member for:</b>	Housing
<b>Date of Decision:</b>	17 February 2009
<b>1. Decision No/ Your Ref:</b>	Hsg 26/08/09
<b>1a. Wards affected:</b>	
<b>2. Subject:</b>	Local Lettings Policy – 37 Charlton Dr, Knaresborough
<b>3. A. The information given in this form is a fair and accurate record of the decision made by Councillor Jean Butterfield, Cabinet Member (Housing):</b>	
<b>Portfolio Holder:</b> (Signature)	Jean Butterfield
<b>B. The Cabinet Member (Housing) declared the following interest:</b> (Explain the nature of the interest) – None	
<b>C. Was a substitute appointed?:</b>	No
<b>4. DECISION:</b> (Completion of this Section is a statutory requirement)	
<b>Please state:</b>	
<b>A. Decision/s made:</b>	
i	A local lettings policy is approved, designating 37 Charlton Drive, Knaresborough as a scheme for applicants with learning difficulties.
ii	The mechanism for nominating applicants with learning disabilities to this property (as set out in the report) is approved.
<b>B. Reason/s for making decision:</b>	
i	The four bedroom ex-warden flat is unsuitable to be let as family accommodation due to it being located in an over-60's residential block and over the residential communal hall.

<p>ii The allocation of 37 Charlton Drive, Knaresborough, for a shared house for individuals with learning difficulties is seen as a positive step in addressing the need to provide specialised accommodation, enabling residents to move from dependent to independent living where individual support packages are provided.</p> <p><b>C. Alternative options considered and rejected:</b>          Not to agree the local lettings policy. This would deny applicants with learning difficulties the opportunity of moving to an independent, stable and secure lifestyle, where their support needs are fully met. This development will start to bridge a vital gap in providing specialised housing for applicants who without this option would have to remain living with family members due to very limited housing options in both the social and private sector which address the needs of this client group.</p>						
<p><b>5. Please outline all additional material or information considered at the meeting whether written or oral and not detailed in the written report:</b></p> <p>None</p>						
<p><b>6. With regard to the written report please indicate:</b></p> <table data-bbox="264 1106 1181 1413"> <tr> <td><b>A. The number of appendices:</b></td> <td>0</td> </tr> <tr> <td><b>B. The number of background papers and their location/file reference:</b></td> <td>0</td> </tr> <tr> <td><b>C. The number of any additional papers considered which are to form part of the 'definitive report' on the matter:</b></td> <td>0</td> </tr> </table>	<b>A. The number of appendices:</b>	0	<b>B. The number of background papers and their location/file reference:</b>	0	<b>C. The number of any additional papers considered which are to form part of the 'definitive report' on the matter:</b>	0
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<b>C. The number of any additional papers considered which are to form part of the 'definitive report' on the matter:</b>	0					
<p><b>7. Was all or any part of the report deemed to be exempt?</b> No</p>						
<p><b>8. If so:</b></p> <table data-bbox="264 1688 1369 1877"> <tr> <td><b>A. Please state to which part of the report it is applicable and give the wording of the relevant paragraph of Schedule 12A to the Local Government Act 1972:</b></td> <td></td> </tr> <tr> <td><b>B. Is there an Exempt Decision Notice?</b></td> <td>No</td> </tr> </table>	<b>A. Please state to which part of the report it is applicable and give the wording of the relevant paragraph of Schedule 12A to the Local Government Act 1972:</b>		<b>B. Is there an Exempt Decision Notice?</b>	No		
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<b>B. Is there an Exempt Decision Notice?</b>	No					
<p><b>9. A. Is this a Key Decision?</b> No          (Key Decisions are subject to the 5 working days Call-in procedure and must not be actioned until notification to proceed has been received)</p>						

***If so, please state:***

**B. Forward Plan reference number:**

**C. Relevant Overview and Scrutiny Commission:**

**D. Date Member Services were supplied with report and accompanying papers for publication and consequent circulation to the Scrutiny Commission Chair:**

**E. Urgent Item of Business – Call-in**  
(Overview and Scrutiny Procedure Rule 16b)

***If a matter is urgent and Call-in cannot be applied please state:***

**(i) Reasons:**

**(ii) Date of agreement of Scrutiny Commission Chair that the decision is urgent:**

**(iii) Means of communication of agreement:**

**10. Officers in attendance at the meeting during consideration of this item:**

Les Williamson, Director of Community Services  
Alan Jenks, Head of Housing  
Corrine Firbank, Legal  
Rachel Braithwaite, Legal  
Catharine Osbourne, Finance  
Stephen Hargreaves Property Services Manager  
Carol Loftus, Housing Needs Manager

**11. Decision to be actioned by:**

Jo Kilburn, Housing Policy Officer

**12. Please confirm that all Officers required to be consulted prior to forwarding this Decision Notice to the Member Services Section have been consulted:** (e.g. Legal Services, Finance, Human Resources)

Head of Housing, Executive Officer Housing Strategy, Housing Needs Manager, Neighbourhood Services Manager

**13. Date Decision Notice despatched to Member Services via Email:**

17 February 2009

**14. NOT TO BE COMPLETED UNLESS it was impracticable to include the Key Decision in the Forward Plan:**

(See Access to Information Procedure Rules 15 and 16)

**A. Call-in to apply:** (Access to Information Procedure Rule 15)

*Please state:*

**(i) Reasons:**

**(ii) Date Proper Officer and Scrutiny Commission Chair were supplied with report and papers:**

**B. Special Urgency Provision (Call-in cannot be applied):**

(Access to Information Procedure Rule 16)

*Please state:*

**(i) Reasons:**

**(ii) Date on which agreement obtained from Scrutiny Commission Chair that the decision is urgent:**

**(iii) Means of communication of agreement:**

**15. (For use in Member Services Section)**

- A. Decision Validated by:** Andy West
- B. Date decision validated and published:** 17 February 2009
- C. Date Call-in procedure ends (if appropriate) – 4.30 pm on:**
- D. If 9D or 14A is answered give date of public notice:**
- E. File Ref and Officer Ref:** H222FEB17.doc/CB
- F. If Special Urgency Provision (14B above) has been applied please confirm that relevant item will be included on next Council Agenda:**