

HARROGATE BOROUGH COUNCIL DECISION NOTICE	
Cabinet Member for:	Housing
Date of Decision:	29 September 2009
1. Decision No/ Your Ref:	Hsg 14/09/10
1a. Wards affected:	All
2. Subject:	UNDER-OCCUPATION PAYMENTS – AMENDMENT TO EXISTING POLICY
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):	
Portfolio Holder: (Signature)
B. The Cabinet Member (Housing) declared the following interest:	None
C. Was a substitute appointed?:	No
4. DECISION:	
Please state:	
A. Decision made:	That approval be given to allow Under-Occupation payments to Council tenants who downsize to private sector accommodation or to social housing other than council.
B. Reasons for making decision:	The scheme currently helps existing Council tenants transfer to smaller Council properties. In line with the Council's drive to ensure tenants are given fair access to services, it is seen as important to allow all tenants wanting to downsize, regardless of the tenure they move into, to be able to access Under-Occupation payments.

<p>There is not expected to be a significant financial implication to the Council by extending the scheme.</p> <p>C. Alternative option considered and rejected:</p> <p>Not to extend payments to Council tenants moving to smaller accommodation in the private sector or social housing providers. This is not in line with the Council's efforts to ensure fair access to services for all tenants.</p>							
<p>5. Please outline all additional material or information considered at the meeting whether written or oral and not detailed in the written report: N/A</p>							
<p>6. With regard to the written report please indicate:</p> <table> <tr> <td>A. The number of appendices:</td> <td>0</td> </tr> <tr> <td>B. The number of background papers and their location/file reference:</td> <td>0</td> </tr> <tr> <td>C. The number of any additional papers considered which are to form part of the 'definitive report' on the matter:</td> <td>0</td> </tr> </table>		A. The number of appendices:	0	B. The number of background papers and their location/file reference:	0	C. The number of any additional papers considered which are to form part of the 'definitive report' on the matter:	0
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<p>7. Was all or any part of the report deemed to be exempt? No</p>							
<p>8. If so:</p> <table> <tr> <td>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:</td> <td></td> </tr> <tr> <td>B. Is there an Exempt Decision Notice?</td> <td></td> </tr> </table>		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. Is there an Exempt Decision Notice?			
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<p>9. A. Is this a Key Decision? No</p> <p><i>If so, please state:</i></p> <table> <tr> <td>B. Forward Plan reference number:</td> <td></td> </tr> <tr> <td>C. Relevant Overview and Scrutiny Commission:</td> <td></td> </tr> </table>		B. Forward Plan reference number:		C. Relevant Overview and Scrutiny Commission:			
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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

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:

Alan Jenks, Head of Housing
Dawn Saxby, Executive Officer (Strategic Housing)
Jo Kilburn, Housing Policy Officer
Carol Loftus, Housing Needs Manager
Alison Best, Legal
Catharine Osborne, Finance

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: Head of Housing, Executive Officer Housing Strategy

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

29 September 2009

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

A. Call-in to apply:

Please state:

<p>(i) Reasons:</p> <p>(ii) Date Proper Officer and Scrutiny Commission Chair were supplied with report and papers:</p> <p>B. Special Urgency Provision (Call-in cannot be applied):</p>
<p><i>Please state:</i></p> <p>(i) Reasons:</p>
<p>(ii) Date on which agreement obtained from Scrutiny Commission Chair that the decision is urgent:</p> <p>(iii) Means of communication of agreement:</p>
<p>15. (For use in Member Services Section)</p> <p>A. Decision Validated by: Andy West</p> <p>B. Date decision validated and published: 30 September 2009</p> <p>C. Date Call-in procedure ends (if appropriate) – 4.30 pm on:</p> <p>D. If 9D or 14A is answered give date of public notice:</p> <p>E. File Ref and Officer Ref: H242SEP29.doc/CB</p> <p>F. If Special Urgency Provision (14B above) has been applied please confirm that relevant item will be included on next Council Agenda:</p>