

**EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER OR DELEGATED OFFICER
NOTICE OF DECISION**

THIS SECTION TO BE COMPLETED BY THE PORTFOLIO HOLDER AND CONTACT OFFICER

TITLE OF DECISION: DISCRETIONARY HOUSNG PAYMENT POLICY			
NAME OF DECISION TAKER:	COUNCILLOR JOHN GILBERT		
POSITION AND RESPONSIBILITY HELD:	CABINET MEMBER WITH PORTFOLIO RESPONSIBILITY FOR REVENUE SERVICES		
CONTACT OFFICER:	VIV MASON		
TELEPHONE:	01524 582252		
E-MAIL:	vmason@lancaster.gov.uk		
Details of Decision:			
That the current arrangements for the administration and award of Discretionary Housing payments be formalised by the adoption of the Discretionary Housing Payments Policy attached to the report to Cabinet.			
Reasons for the decision (continue on separate sheet or append relevant papers as necessary):			
In the interests of openness and transparency and in accordance with good practice it is appropriate to have a published policy setting out the way in which the exercise of the discretion to award Discretionary Housing Payments is organised.			
Is the decision URGENT - NO			
<i>*To be completed in the case of URGENT decisions</i>			
I CONFIRM THAT I HAVE BEEN CONSULTED ON THE ABOVE DECISION AND THAT IT IS URGENT AND REASONABLE IN ALL THE CIRCUMSTANCES. (IN ACCORDANCE WITH SECTION 17 OF THE OVERVIEW AND SCRUTINY COMMITTEE PROCEDURE RULES)			
SIGNATURE OF THE OVERVIEW AND SCRUTINY COMMITTEE CHAIRMAN:	N/A		
I confirm that I have taken account of the options proposed by officers, the various implications set out in the report and the comments of the Monitoring and Section 151 Officers and am authorising the decision as set out above.			
SIGNATURE OF DECISION TAKER:	J. Gilbert		
DATE:	25/11/08		
<i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i>			REF NO. PD219
DATE DECISION TAKEN:	25/11/08	DATE RECEIVED BY DEMOCRATIC SERVICES:	25/11/08
DATE DECISION PUBLISHED:	27/11/08	IMPLEMENTATION DATE (publication day + 5 working days):	05/12/08

A copy of the report considered by the decision taker should be appended to this form and forwarded immediately to Democratic Services on completion.