

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

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| TITLE OF DECISION: | | | |
| Delegated Authority to Undertake Appeals or Reviews | | | |
| NAME OF DECISION TAKER: | COUNCILLOR DAVID KERR | | |
| POSITION AND RESPONSIBILITY HELD: | CABINET MEMBER | | |
| CONTACT OFFICER: | CHRIS HANNA | | |
| TELEPHONE: | 01524582516 | | |
| E-MAIL: | channa@lancaster.gov.uk | | |
| Details of Decision: | | | |
| (1) That delegated authority be given to the Head of Council Housing to designate in writing officers who are authorised to undertake appeals or reviews in relation to Introductory Tenancies, Demoted Tenancies, and matters arising from the Housing Register. | | | |
| (2) That the Scheme of Delegation in Part 3 of the Constitution be amended accordingly and that in accordance with Rule 1.4(b) of the Cabinet Procedure Rules, the Chief Executive present a report to Council setting out this change. | | | |
| Reasons for the decision (continue on separate sheet or append relevant papers as necessary): To ensure that there is a method of designating officers to undertake appeals or reviews in relation to tenancy and housing register matters to ensure the efficient management of the Service and to meet statutory requirements. | | | |
| IS THE DECISION URGENT Yes/NO PLEASE DELETE AS APPROPRIATE AND GIVE REASONS FOR URGENCY BELOW: | | | |
| <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: | D. Kerr | | |
| DATE: | 27/11/08 | | |
| <i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i> | | | REF NO. PD222 |
| DATE DECISION TAKEN: | 27/11/08 | DATE RECEIVED BY DEMOCRATIC SERVICES: | 27/11/08 |
| 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.