

INDIVIDUAL CABINET MEMBER DECISION-MAKING

RECORD OF DECISION

PART A

<b>DETAILS OF REPORT</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Title of report</b>	Progress update and recommended revisions to the Cash Incentive Scheme
<b>Decision-maker</b>	Deputy Leader and Cabinet Member for Housing Management
<b>Earliest date when decision can be taken</b>	16 December 2011
<b>Key decision – Yes/No?</b>	Yes
<b>Date published on forward plan</b>	December 2011
<b>Date sent to cabinet member</b>	8 December 2011
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. That the Cash Incentive Scheme (CIS) policy be revised to allow grants to be used to fund building works subject to the procedure and risks identified in paragraphs 18 to 21 and appendix 4.</li> <li>2. That the policy is revised to allow grants to be used by applicants to 'buy into' mortgages on private residential properties owned by partners and 'qualifying family members' in accordance with paragraphs 22 to 28.</li> <li>3. That the council exercises the discretion at its disposal when deciding whether to register a legal charge, securing repayment of a CIS grant where the applicant is taking out a Sharia-compliant mortgage and allows registration of the interest in the lender's name in accordance with paragraphs 30 to 38.</li> <li>4. That the scheme be open to joint applications made by secure tenants and their friends and/or non-resident partners in accordance with paragraph 29.</li> <li>5. That the discretion to determine the grant levels be delegated to the Head of Home Ownership Services and Tenant Management Initiatives in accordance with paragraph 42.</li> <li>6. That the scheme be opened to tenants in two-bedroom properties, where the household is deemed overcrowded by the council in accordance with</li> </ol>

	paragraph 14.
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**ORIGINATING AUTHOR'S DETAILS**

*(Officers to complete this section prior to issuing to cabinet member)*

Lead officer (Name and job title)	Gerri Scott, Strategic Director of Housing Services
Report author (Name and job title)	Martin Green, Head of Home Ownership & TMI
Contact Number	020 7525 1418

**PART B**

**(Cabinet member to complete this section)**

**DECISION(S)**

AS ON PAPER

**REASONS FOR DECISION**

AS ON PAPER

**ALTERNATIVE OPTIONS  
CONSIDERED**

NONE

**REPRESENTATIONS RECEIVED**

NONE

**ADDITIONAL ADVICE RECEIVED**

NONE

**ANY INTERESTS DECLARED**

*Note: If the decision-maker has a prejudicial interest in the matter the report must be referred to the full cabinet for decision.*

*Please refer to the definitions of personal and prejudicial interests in the members' code of conduct. If members are still unsure as to whether an interest is personal or prejudicial they should contact the governance team for advice.*

NONE

## DECLARATION

I approve/~~reject~~ the recommendations set out in the report.\*

or

I approved an alternative course of action set out in Part B.\*

or

I have referred this matter to the Full Cabinet for decision.\*

(\* - Please delete as appropriate)

Signed.....  ..... Dated..... 16.12.11 .....

Cabinet Member

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 7284.

### Seeking advice

You should seek advice from the relevant officer on a number of occasions:

- (a) If you wish to consider alternative options
- (b) If you are considering rejecting the proposals

Otherwise it is at your discretion when you should seek further advice and you should do so when you consider it appropriate.

