

INDIVIDUAL CABINET MEMBER DECISION-MAKING  
RECORD OF DECISION

PART A

| <b>DETAILS OF REPORT</b><br><i>(Officers to complete this section prior to issuing to cabinet member)</i> |  |
|---|--|
| <b>Title of report</b>  | Varying Southwark's 'Conditions of tenancy' – consultation via preliminary notification  |
| <b>Decision-maker</b>   | Deputy Leader and Cabinet Member for Housing Management  |
| <b>Earliest date when decision can be taken</b>   | 13 August 2013   |
| <b>Key decision – Yes/No?</b>   | Yes  |
| <b>Date published on forward plan</b>   | July 2013  |
| <b>Date sent to cabinet member</b>  | 6 August 2013  |
| <b>Recommendation</b>   | <ol style="list-style-type: none"> <li>1. That the Deputy Leader and Cabinet Member for housing notes the proposed amendments to the 'Conditions of tenancy' with a view to going out to consultation as required by the law.</li> <li>2. That the Deputy Leader and Cabinet Member for housing approve the proposed amendments to the 'Conditions of tenancy' as set out in the background documents as appendices 1 &amp; 2 for consultation.</li> <li>3. The proposed amendments will return after a proposed 28 day consultation period for an IDM, after comments have been received and taken into account, via the 'Preliminary Notification' process.</li> <li>4. That directly following the implementation date of this decision the mechanisms are put in place for the appropriate production and distribution to enable consultation with all Southwark tenants, via the 'Preliminary Notification' process.</li> <li>5. That the Deputy Leader and Cabinet Member for housing approve the budget for the statutory consultation with all tenants at £21k.</li> </ol> |

**ORIGINATING AUTHOR'S DETAILS**

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

|                                    |   |
|------------------------------------|---|
| Lead officer (Name and job title)  | Paul Langford, Head of Operations           |
| Report author (Name and job title) | Robert Johnson, Service Development Officer |
| Contact Number                     | 02075252640                                 |

**PART B**

*(Cabinet member to complete this section)*

**DECISION(S)**

AGREED

**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 disclosable pecuniary interest in the matter the report must be referred to the full cabinet for decision.*

*Where a cabinet member may discharge a function alone and becomes aware of a disclosable pecuniary interest in a matter being dealt with or to be dealt with by her/him, the cabinet member must notify the monitoring officer of the interest within 28 days and must not take any steps or further steps in the matter.*

*If a member is unsure as to whether an interest is a disclosable pecuniary interest 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... 13.8.13 ...

Cabinet Member

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1 2QH – 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.

