

## **DECISION RECORD <sup>1</sup>**

Officer Key Decisions are subject to the Council's Call-In Procedure ([Part 4 of the Council's Constitution](#))

### **Subject: Webb Rise Local Lettings Plan**

Staff Contact: Tracy Jackson  
Tel: 07960 878965

Executive Member: Cllr Jeannette Thomas  
Portfolio: Housing

#### **1. Decision**

That the nominations to settle Housing Association for 77 A-F Rusling Way, Webb Rise, Stevenage are made in accordance with the Webb Rise Local Lettings Policy Plan.

#### **2. Reasons for the decision**

The properties were built to meet the need of adults who require care and support to live independently in the community with a learning difficulty and or autism, as well as an assessed physical need. In response to discussions with Herts County Council Community Commissioning Team and settle Housing Association, the Local Lettings Plan will ensure that applicants with assessed learning difficulties and an assessed physical need will be given priority for these properties. If an applicant meeting both these requirements isn't registered on the Stevenage Borough Council Housing Register at the time of the Lettings, an applicant with an assessed physical need will be offered the property.

#### **3. Alternative options considered and rejected <sup>2</sup>**

No alternative options were considered or rejected.

#### **4. Consultation**

##### **(a) Comments of Executive Member <sup>3 4</sup> (Councillor Jeannette Thomas)**

Cllr Jeannette Thomas agrees that the best use of adapted properties should be made and endorses the above proposals

##### **(b) Comments of other consultees <sup>5</sup>**

Ward Councillors Lin Martin-Haugh and Maureen Mackay advised by email. Matter has no controversial aspects and no general significance for the Council.

#### **5. Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed: SIGNATURE REDACTED

Title: Strategic Director (RP)

Date: 1 July 2022

#### **6. PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION**

## DECISION RECORD

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<sup>1</sup> for guidance see Borough Solicitor's note "Taking Decisions"

<sup>2</sup> details of any alternative options considered and rejected by the officer at the time the decision was made

<sup>3</sup> record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Borough Solicitor

<sup>4</sup> If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

<sup>5</sup> If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.