

EXECUTIVE DECISION RECORD

REF No 422.22

A1 Service Area	Communities and Housing Standards
A2 Title	Lease three additional units of temporary accommodation for homeless applicants
A3 Decision Taken By	Deputy Leader / Chief Officer
A4 Chief Officer	Please print name: Sal Khan Please sign name: Approval by email 270522
A5 Leader / Deputy Leader	Please print name: Bernard Peters Please sign name: Approval by email 270522
A6 Date of Decision	9 th June 2022

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	NA

Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to? *(Please tick as appropriate)*

Scrutiny Community Regeneration Committee

Scrutiny Environment and Health and Well Being Committee

Scrutiny Value for Money Council Services Committee ✓

B1 What is the Decision?	To expand the existing stock of six leased self-contained properties by a further three properties on a 3 year lease to meet our statutory obligations to homeless households with family commitments.
B2 What are the reasons for the Decision?	<ul style="list-style-type: none"> • There is a statutory obligation¹ not to keep homeless households with family commitments² in B&B for longer than 6 weeks. This requires the provision of self-contained accommodation, as the Council does not own any housing stock expanding the provision of self-contained temporary accommodation involves a lease agreement. • Meeting this statutory obligation is important to caring for the homeless people with family commitments who apply to the Council for assistance. • Meeting this statutory obligation is a key requirement of the DLUHC funding for homelessness services which we have been receiving since 2018.³ • There has been an increase in households with family commitments entering B&B⁴ since the lifting restrictions,⁵ and there is reason to believe this will continue due to inflationary pressures⁶ and the resettlement of Ukrainian refugees. Ukrainian refugees arriving under the Homes for Ukraine scheme will rely on homeless services when housing through their sponsor comes to an end,⁷ and those accessing the Ukraine Family Scheme may apply as homeless due to unsuitable / lack of accommodation with the family they are joining.
B3 What are the contributions to Corporate Priorities?	Environment and Health and Wellbeing
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

¹ [The Homelessness \(Suitability of Accommodation\) \(England\) Order 2003](#)

² Applicants with family commitments means an applicant: who is pregnant; with whom a pregnant woman resides or might reasonably be expected to reside; or with whom dependent children reside or might reasonably be expected to reside.

³ <https://www.gov.uk/government/publications/homelessness-prevention-grant-2022-to-2023>

Financial Implications

<p>B5 What are the financial implications?</p>	<p>The main financial issues arising from this decision are as follows:</p> <ul style="list-style-type: none"> • The three properties will be leased from Trent & Dove HA on a 3 year lease, in keeping with our existing 6 leased properties. • The properties the Council leases will be 2 x 2 bedroom properties and 1 x 3 bedroom property, with rental costs estimated against our existing set of leased accommodation. • The below costs will be met from grant funding provided for the purpose. • Figures for 2022/23 are estimated at 75% of the pa total due to time required identify the properties and enter into the leases. • Trent & Dove set and increase rents for all their social housing stock in line with government policy⁸ as set out in their Policy Statement on Rents for Social Housing, therefore rent costs are subject to slight variation year on year.
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Revenue	2022/23	2023/24*	2024/25*
Anticipated income based on 80% success in claiming Housing Benefit / licence fee collection.	(£9,413)	(£12,551)	(£12,551)
Estimated 3 years rent to be paid to Trent & Dove commencing on acquisition (cost excludes maintenance and staff time)	£11,766	£15,689	£15,689
Estimate for maintenance/council tax	£1,913	£2,550	£2,550
Estimated Net Cost to be met from existing Housing Option Grant Funding	£4,266	£5,688	£5,688

*estimates do not include any potential impact for rent changes

⁴ In both 2018 and 2019 there were 26 households with dependents entering B&B; these numbers reduced in 2020 and 2021. In the first 4 months of 2022, there has been 17 households with dependents entering B&B.

⁵ Section 81 and Schedule 29 of the Coronavirus Act 2020 as amended.

⁶ <https://www.ons.gov.uk/economy/inflationandpriceindices>

⁷ <https://www.gov.uk/guidance/homes-for-ukraine-guidance-for-councils>

⁸ <https://www.gov.uk/government/publications/rent-standard>

The finance section has been approved by the following member of the Financial Management Unit:

Please print name: Anya Murray

Please sign name: [Approval by email](#)
[270522](#)

Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
B6.2 Has it got the appropriate approvals under those provisions?	NA
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
B7.2 Has it got the appropriate approvals under those provisions?	NA

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none">• Supports the development of children by providing more appropriate accommodation for family life.• Improves the mental health of the affected households who have more space and facilities.
B8.2 Negative (Threats): <ul style="list-style-type: none">• None identified.
B8.3 The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.
B8.4 NA

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none">• Meets the Council's statutory obligations to households with family commitments.• Goes toward achieving the funding objectives set by DLUHC.• Reduces reliance on B&B, provision over which the Council has less control.• More cost effective than B&B; the average weekly cost for a family in B&B is approx. £315 (although this cost can be reduced by Housing Benefit income).
B9.2 Negative (Threats): <ul style="list-style-type: none">• In the unlikely event that we see a significant and sustained reduction in homeless applicants with family commitments, we could use the leased properties as temporary accommodation for single homeless people.• If the Homeless Prevention Grant is reduced in the future this could have an impact on the MTFS.
B9.3 The risks do not need to be entered in the Risk Register.] Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations:

B10.1 The main legal issues arising from this decision are as follows:

- A lease equivalent to our existing set of leases with Trent & Dove HA will be drawn up when the 3 properties are identified.
- There are no other significant legal issues arising from this decision, the additional unit will be managed under the same provisions as has been the case for several years.

This section has been approved by the following member of the Legal Team

Please print name: Glen McCusker – Interim Solicitor

Please sign name: [Approval by email 090622](#)

Sustainability Implications

B11 What are the Sustainability implications:
B11.1 The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes).
B11.2 Positive (Opportunities/Benefits): NA
B11.3 Negative (Threats): NA

Health & Safety Implications

B12 What are the Health & Safety implications:
B12.1 A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.
B12.2 Any financial implications to mitigate against these hazards and risks are considered above.
B12.3 Property specific risk assessments will be entered onto Safety Media when the lease is entered into and prior to property becoming occupied.
B12.3.1 Positive (Benefits) <ul style="list-style-type: none">• Resident has access to their own cooking and heating facilities.
B12.3.2 Negative (Threats) <ul style="list-style-type: none">• Residents and other risk injury from fire and explosion if not properly maintained and used.• Residents and other may suffer serious and possibly fatal electric shock / burns injuries from faulty electrical equipment or installation

Key Decision

B13 Is this a Key Decision? No

Note: A Key Executive Decision is one where:

1. **REVENUE** – Any contract or proposal with an annual payment or saving of more than £100,000
2. **CAPITAL** – Any capital project with a value in excess of £150,000
3. A decision which significantly affects communities living or working in an area comprising two or more wards.

B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	NA
B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	NA

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk