



EXECUTIVE DECISION RECORD

REF No 584.23

A1 Service Area	Communities and Housing Standards
A2 Title	Adoption of Refreshed Staffordshire Multi-Agency Protocol to assist Homeless 16- and 17-Year-Olds
A3 Decision Taken By	Deputy Leader/ Chief Officer
A4 Chief Officer	Please print name: Sal Khan Please sign name: Approval by email 260423
A5 Leader / Cabinet Member	Please print name: Cllr Bernard Peters Please sign name: Approval by email 260423
A6 Date of Decision	27 th April 2023

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 adopt the updated 'Staffordshire Multi-Agency Protocol to assist Homeless 16- and 17-Year-Olds' which can be found at Appendix 1.
B2 What are the reasons for the Decision?	To enable East Staffordshire Borough Council to support a county-wide approach to this vulnerable homeless group. The protocol has been updated from 2020 to include good practice and in line with DLUHC recommendations. The current protocol adopted in 2020 ¹ is available at Appendix 2.
B3 What are the contributions to Corporate Priorities?	Environment and Health & Wellbeing
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

Financial Implications

B5 What are the financial implications?	There are no financial issues arising from this decision. The refresh clarifies and updates the role of the Council and its partners, but does not incur additional duties.
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Revenue	2023/24	2024/25	2025/26
Impact on MTFS	Nil	Nil	Nil

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 260423
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Policy Framework

¹ EDR No. 147/20

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?	Yes
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?	Yes

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none">• This protocol ensures a consistent approach is taken for 16 & 17 year olds approaching either authority as homeless, known as 'no wrong door'.
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 The equality impact assessment identified the following actions to be carried out: NA

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none">• This protocol embeds legal compliance across organisations when working with a challenging client group.• Properly enacted, the protocol promotes clear and consistent service delivery to the client group.
B9.2 Negative (Threats): <ul style="list-style-type: none">• The protocol is not properly disseminated amongst the delivery partner's employees, or is not adhered to.
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 These are fully set-out in the Protocol Document.
This section has been approved by the following member of the Legal Team Please print name: Glen McCusker – Locum Solicitor
Please sign name: Approval by email 250423

B10 What are the Legal Considerations:

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): <ul style="list-style-type: none">• None identified.
B11.3 Negative (Threats): <ul style="list-style-type: none">• None identified.

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 NA
B12.3.1 Positive (Benefits) <ul style="list-style-type: none">• NA
B12.3.2 Negative (Threats) <ul style="list-style-type: none">• NA

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