

## Notice of Non-Key Executive Decision

<b>Subject Heading:</b>	<i>Budget to approve Allocation Scheme</i>
<b>Decision Maker:</b>	<i>Patrick Odling-Smee, Director of Living Well</i>
<b>Cabinet Member:</b>	<i>Councillor Natasha Summers, Lead Member for Housing</i>
<b>ELT Lead:</b>	<i>Barbara Nicholls, Strategic Director, People</i>
<b>Report Author and contact details:</b>	<i>Kwabena Obiri, Housing Choice &amp; Applications Manager, 01708 433158</i>
<b>Policy context:</b>	<i>Allocations Scheme – This is a comprehensive revision of the Council’s Housing Allocation Scheme (2024) to ensure that all available Council housing is allocated consistent, fair and in compliance with all current legislation and regulatory requirements.</i>
<b>Financial summary:</b>	<i>It is anticipated that the implementation of this scheme will incur costs of up to £120k.</i>
<b>Relevant Overview &amp; Scrutiny Sub Committee:</b>	<i>Places OSSC</i>
<b>Is this decision exempt from being called-in?</b>	<i>The decision will be exempt from call in as it is a Non key Decision</i>

**Non-key Executive Decision**

**The subject matter of this report deals with the following Council Objectives**

People - Supporting our residents to stay safe and well      x

Place - A great place to live, work and enjoy

Resources - Enabling a resident-focused and resilient Council

## Part A – Report seeking decision

### DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

We would like a decision to approve budget expenditure to implement the Allocations Scheme following Cabinet approval of the Scheme on 15th May 2024. This will enable the development of the Scheme's infrastructure including the implementation of the IT system that will allow for new and existing applications to the Council's housing register. The requested budget allocation is £120,000 following the allocation scheme agreed at Cabinet.

### AUTHORITY UNDER WHICH DECISION IS MADE

#### Finance

(a) To take decisions on all matters relating to the Council's finances including but not exclusively:

- (i) budgetary control
- (ii) establishing long and short term capital and revenue programmes for all areas of service and allocations of both capital and revenue expenditure to other services

### STATEMENT OF THE REASONS FOR THE DECISION

The recommendations throughout this report have been made so that the Council's Housing Register more accurately reflects the level of housing need in the borough, ensuring that those with the greatest need continue to be prioritised.

A project team has been established to implement these changes and it is anticipated that nine months will be required from the date of decision before the new scheme "goes live"

### OTHER OPTIONS CONSIDERED AND REJECTED

No funds available for the scheme.

The scheme has been approved and requires appropriate funding to enable its formal implementation. A lack of funding will leave us unable to pay contractors and pose risks to the Scheme as a whole with existing measures no longer fit to serve the purpose of the new Scheme.

### PRE-DECISION CONSULTATION

**Non-key Executive Decision**

No formal consultation with the public is required however a statutory consultation was carried out prior to the new Allocation Scheme being approved.

**NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER**

Name: Kwabena Obiri

Designation: Housing Choice & Applications Manager

Signature:

A handwritten signature in black ink, appearing to read 'Kwabena Obiri', enclosed in a thin black rectangular border.

Date: 13/06/24

## Part B - Assessment of implications and risks

### **LEGAL IMPLICATIONS AND RISKS**

Section 166(A) (1) and (2) of the Housing Act 1996 provided that:

Every local housing authority in England must have a scheme (their “allocation scheme”) for determining priorities, and as to the procedure to be followed, in allocating housing accommodation.

For this purpose “procedure” includes all aspects of the allocation process, including the persons or descriptions of persons by whom decisions are taken.

The Scheme must include a statement of the authority's policy on offering people who are to be allocated housing accommodation—

(a) a choice of housing accommodation; or

(b) the opportunity to express preferences about the housing accommodation to be allocated to them.

Section 6 of the Havering's Allocation Scheme provides for monitoring and annual review of the scheme in the interests of continuous improvement; and to ensure the Scheme remains relevant, up-to-date and fit-for-purpose for Council and the residents of Havering.

The Government recently consulted on reforms to social housing allocations. The outcome of that consultation and any secondary legislation arising from the consultation may create a need for all Local Authorities in the country to review their respective allocation policies.

### **FINANCIAL IMPLICATIONS AND RISKS**

This Scheme will incur costs of up to £120k which is held in the HRA budget.

### **HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)**

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The recommendations made in this report do not give rise to any identifiable HR risks or implications that would affect either the Council or its workforce

**EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS**

Please see attached EQIHA report.

**ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS**

None.

**BACKGROUND PAPERS**

***EHIA report – Allocations Scheme 2024***



APPENDIX 3 -  
Housing Allocation Sc

**APPENDICES**

**Appendix A**

***EHIA report – Housing Allocation Scheme 2024***



Appendix 1 - Housing  
Allocation Scheme 20

**Appendix B**

***Housing Allocations Scheme 2024***

**Non-key Executive Decision**

**Part C – Record of decision**

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

**Decision**

Proposal agreed

**Details of decision maker**

Signed



Name: Patrick Odling-Smee

Cabinet Portfolio held:

CMT Member title:

Head of Service title

Other manager title:

Date: 17/06/24

**Lodging this notice**

The signed decision notice must be delivered to Committee Services, in the Town Hall.

**For use by Committee Administration**

This notice was lodged with me on \_\_\_\_\_

Signed \_\_\_\_\_