

**DELEGATED POWERS REPORT NO.****1296****SUBJECT:** Housing Allocations Scheme**Control sheet**

**All of the following actions MUST be completed at each stage of the process and the signed and dated report MUST be passed to Democratic Service for publishing**

<b>All reports</b>		
1. Democratic Services receive draft report	Name of DSO Date	Nick Musgrove 15/3/2011
2. Democratic Services cleared draft report as being constitutionally appropriate	Name of DSO Date	Nick Musgrove 17/3/2011
3. Finance clearance obtained ( <i>report author to complete</i> )	Name of Fin. officer Date	Alex Altman 17/3/2011
4. Staff and other resources issues clearance obtained ( <i>report author to complete</i> )	Name of Res. officer Date	Not applicable
5. Trade Union response received (Staffing issues only)	Name of TU rep. Date	Not applicable
6. Legal clearance obtained from ( <i>report author to complete</i> )	Name of Legal officer Date	Bob Huffam 15/3/2011
7. Policy & Partnerships clearance obtained ( <i>report author to complete</i> )	Name of P&P officer Date	Andrew Nathan 16/3/2011
8. Equalities & Diversity clearance obtained ( <i>report author to complete</i> )	Name of officer Date	Julie Pal 16/3/2011
9. The above process has been checked and verified by Director, Head of Service or Deputy ( <i>report author to complete</i> )	Name Date	Andrew Milne 18/3/2011
10. Signed & dated report, <u>scanned or hard copy</u> received by Democratic Services for publishing	Name of DSO Date	Chidilim Agada 13/07/2012
11. Report published by Dem Services to website	Name of DSO Date	Chidilim Agada 13/07/2012
<b>Officer reports:</b>		
12. Head of Service informed report is published and can be implemented.	Name of DSO Date	Chidilim Agada 13/07/2012
<b>Cabinet Member reports:</b>		
13. Expiry of call-in period	Date	
14. Report circulated for call-in purposes to COSC members & copied to Cabinet & Head of Service	Name of DSO Date	

**ACTION TAKEN BY CABINET MEMBER(S) UNDER DELEGATED POWERS (EXECUTIVE FUNCTION)****Subject:** **Housing Allocations Scheme****Cabinet Member(s)** Cabinet Member for Housing, Planning and Regeneration

Date of decision 20 March 2011

Date decision comes into effect 20 March 2011

Summary	To implement minor changes to the Council's Housing Allocations Scheme as agreed by Cabinet on 10 January 2011
---------	--

Officer Contributors Paul Shipway, Strategy and Performance Manager

Status (public or exempt) Public

Wards affected All

Enclosures Appendix 1 – schedule of amendments to Housing Allocations Scheme  
Appendix 2 – Amended Housing Allocations Scheme

Reason for exemption from call-in (if appropriate) Not applicable

Contact for further information: Paul Shipway, Strategy and Performance Manager, [paul.shipway@barnet.gov.uk](mailto:paul.shipway@barnet.gov.uk), telephone: 020 8359 4924

Serial No. 1296
-----------------

## **1. RELEVANT PREVIOUS DECISIONS**

- 1.1 Cabinet 12 April 2010 (Decision Item 8) approved the new Housing Strategy which included a target to review the Council's housing allocations scheme.
- 1.2 Cabinet (Decision Item 5) approved the Future Shape programme 6 July 2009
- 1.3 Cabinet June 21<sup>st</sup> 2010 (Decision Item 6) gave approval to develop a new housing allocations scheme and delegate consultation arrangements to the Cabinet Member for Housing, Planning and Regeneration.
- 1.4 DPR 19 July 2010 - To proceed with a formal consultation on the Council's draft Housing Allocations Scheme to start on 23 July 2010 end on 15 October 2010.

Cabinet 10 January 2011 RESOLVED

- 1. That approval be given to the new Housing Allocations Scheme as set out in Appendix 1 to the Cabinet Member's report.
- 2. That the Cabinet Member for Housing Planning and Regeneration be authorised to make further minor changes to the Housing Allocations Scheme during the first six months of becoming operational.
- 3. That the policy be reviewed after it has been in operation for six months and any further changes reported back to Cabinet.
- 4. That the Acting Assistant Director of Housing be instructed to implement the new policy as soon as is practicable.

## **2. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 2.1 The Council's corporate plan 2010/13 includes a priority improvement objective to review the Council's housing allocations scheme under the corporate objective *sharing opportunities and sharing responsibilities*.
- 2.2 By providing opportunities for more focussed housing provision based on real need and reducing unnecessary processes and assessments the new allocations scheme will also contribute to corporate plan priorities *Better Services with Less Money* and *Successful London Suburb*.
- 2.3 The Council's new Housing Strategy identifies the importance of helping more people in low paid employment and training to gain access to affordable housing under the objective to *promote mixed communities*.

## **3. RISK MANAGEMENT ISSUES**

- 3.1 There is a risk that the Council could face legal challenges to decisions that it makes under the new allocations scheme. This risk has been mitigated by undertaking extensive consultation with key stakeholders. In addition, the Council has allowed for further adjustments to the scheme, to take account of any challenges that are made on a case by case basis.

## **4. EQUALITIES AND DIVERSITY ISSUES**

- 4.1 An equalities impact assessment of the new housing allocations scheme has been undertaken to ensure it does not disadvantage any households on the basis of

ethnicity, faith, gender, disability or sexual orientation as set out in the Council's new Corporate Plan.

- 4.2 A summary version of the equalities impact assessment was reported to Cabinet on 10 January 2011 setting out the main issues that were identified and the mitigating actions proposed to address these.

## **5. USE OF RESOURCES IMPLICATIONS (Finance, Procurement, Performance & Value for Money, Staffing, IT, Property, Sustainability)**

- 5.1 By removing the need to maintain the housing register it is expected that substantial reductions in administrative costs will be realised. This year £230,000 has been saved in the housing service. Additional reductions in cost of £200,000 during 2011/2012 have been quantified as part of the budget review, and implementing the new allocations scheme will be essential to achieve these.

## **6. LEGAL ISSUES**

- 6.1 Legal advice has been received about the detail if the proposed allocations scheme and minor changes made to it that take these into account to ensure that it is legally robust.
- 6.2 The legal requirements on consultation under S167(7) Housing Act 1996 have been complied with.

## **7. CONSTITUTIONAL POWERS**

- 7.1 Constitution, Part 3 – Responsibility for Functions – section 3.2, Powers of Cabinet Members

## **8. BACKGROUND INFORMATION**

- 8.1 The Council carried out a review of its housing allocations scheme during 2010 and consulted with residents and other stakeholders about proposals for a new allocations scheme.
- 8.2 The Council's new Housing Allocations scheme was approved by Cabinet on 10 January 2011.
- 8.3 The new scheme replaces the existing open housing register and points based bidding system, with a new approach that includes the following features:
- A simplified banding system
  - Assisted Choice
  - Closure of the open Housing Register
  - Recognition of the value of working or training for work and volunteering
- 8.4 Cabinet agreed that the Cabinet Member for Housing, Planning and Regeneration could authorise minor changes to the allocations scheme during the first six months of its operation.

8.5 Council officers preparing to implement the allocations scheme have identified a number of minor amendments that need to be made to the scheme to ensure that it is clear, as well as some corrections of minor typographical errors. These are set out in Appendix 1.

8.6 The full amended version of the Housing Allocations Scheme is attached Appendix 2.

**9. LIST OF BACKGROUND PAPERS**

9.1 None.

**10. DECISION OF THE CABINET MEMBER(S)**

**I authorise the following action:**

**10.1 Authorise amendments to the Housing Allocations Scheme as set out in Appendix 1.**

<b>Signed</b>	<u>Councillor Richard Cornelius</u>
	Cabinet Member for Housing, Planning and Regeneration
<b>Date</b>	<u>20/03/2011</u>