

Community and Wellbeing Committee
16 January 2024

URGENT DECISIONS

Head of Service:	Rod Brown, Head of Housing & Community
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	
Appendices (attached):	N/A

Summary

To report to Committee the decisions taken by the Chief Executive and Directors on the grounds of urgency, in compliance with Appendix 2 to the Constitution – The Scheme of Delegation paragraph 3.1.

Recommendation (s)

The Committee is asked to:

- (1) To note the urgent decisions taken and the reason for those decisions.

1 Reason for Recommendation

- 1.1 To report to Committee the decisions taken by the Chief Executive and Directors on the grounds of urgency, in compliance with Appendix 2 to the Constitution – The Scheme of Delegation paragraph 3.1.

2 Background

- 2.1 Appendix 2 to the Constitution – The scheme of delegation sets out at Paragraph 3.1 that the Chief Executive and Directors are authorised to take decisions on grounds of urgency regarding matters which would otherwise be reserved for determination by a Committee or Council. A matter can be deemed urgent if, in the reasonable opinion of the officer concerned, a delay would seriously prejudice the interest of the Council or of the public and it is not practicable to convene a quorate meeting of the relevant decision-making body in sufficient time to take the decision.

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- 2.2 Since the meeting of the Committee on 22 June 2023, 31 urgent decisions have been taken by the Interim Director of Environment, Housing and Regeneration in consultation with the Chair, Cllr Clive Woodbridge, and published in Member News in line with the Council's Constitution, Appendix 2, Paragraph 3.1. iii. The decisions are set out below.
- 2.3 Decision 1 – to agree to enter into a nomination agreement with PA Housing Limited for 16 affordable rented homes.
- 2.4 Urgency reason 1 – The request is urgent as the development is completed and properties are ready to let. Without this agreement EEBC is unable to nominate people to the properties.
- 2.5 Decision 2 – to agree to confirming acceptance of the applicants wish to withdraw their homelessness application.
- 2.6 Urgency reason 2 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.7 Decision 3 – To inform the applicant that they are being offered a place in temporary accommodation and to issue a licence agreement for temporary accommodation provided for homeless persons under the provisions of part 7 of the housing act 1996 as amended
- 2.8 Urgency reason 3 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.9 Decisions 4 and 5 – to issue a Minded to Find letter
- 2.10 Urgency reason 4 and 5 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.11 Decision 6 – to confirm application for housing assistance has been successful.
- 2.12 Urgency reason 6 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.13 Decision 7, 8 and 9 – to inform the applicant that they are being offered interim accommodation
- 2.14 Urgency reason 7, 8 and 9– Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.15 Decision 10, 11 – To request GP medical information in order to assess application for housing assistance.
- 2.16 Urgency reason 10, 11 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.17 Decision 12, 13 – To inform the applicant that they have been nominated, through the Council's Housing Register, for an available housing association property

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- 2.18 Urgency reason 12, 13 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.19 Decisions 14 to 24 – To inform that the council's duty to prevent from becoming homeless has ended.
- 2.20 Urgency reason 14 to 24 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.21 Decision 25, 26 – To inform that minded to conclude not in priority housing need unless additional evidence can be supplied. If deemed not in priority need notice will be given to leave current accommodation.
- 2.22 Urgency reason 25, 26 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.23 Decision 27 – To inform that not in priority need and therefore not owed the Main Housing Duty.
- 2.24 Urgency reason 27 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.25 Decision 28 – Serve a s.16 Local Government Miscellaneous Provisions Act 1976 Notice **XX** to require them to disclose their interest in the property at **XX**.(Redaction due to GDPR - personal identifiable data)
- 2.26 Urgency reason 28 – to meet the Council's duties under the Housing Act 2004.
- 2.27 Decision 29 – to issue a letter that seeks further information from the applicant in order to assess the housing application further.
- 2.28 Urgency reason 29 – Decision required to comply with our statutory timeframes to fulfil our housing duty
- 2.29 Decision 30 – to serve Notice on Banstead Social Prescribing
- 2.30 Urgency reason 30 – to meet the 6-month contract notice period
- 2.31 Decision 31 – To approve the Council's consultation response as set out in the attached document for submission to Surrey County Council by their deadline of 20th November 2023
- 2.32 Urgency reason 31 – Short consultation window (consultation began 20/10/23 and ends 15/12/23, which is before the next available committee meeting).

Risk Assessment

Legal or other duties

- 2.33 Equality Impact Assessment

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2.33.1 None arising from this report.

2.34 Crime & Disorder

2.34.1 None arising from this report.

2.35 Safeguarding

2.35.1 None arising from this report.

2.36 Dependencies

2.36.1 None arising from this report.

2.37 Other

2.37.1 None arising from this report.

3 Financial Implications

3.1 Financial implications are included within each decision form.

3.2 **Section 151 Officer's comments:** None for the purposes of this report.

4 Legal Implications

4.1 Legal implications are included within each decision form.

4.2 **Legal Officer's comments:** None for the purposes of this report.

5 Policies, Plans & Partnerships

5.1 **Council's Key Priorities:** The following Key Priorities are engaged:

- To strengthen the Council's financial independence.
- To encourage and support business creation and growth.

5.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

5.3 **Climate & Environmental Impact of recommendations:** None arising from this report.

5.4 **Sustainability Policy & Community Safety Implications:** None arising from this report.

5.5 **Partnerships:** Not applicable to this report.

6 Background papers

6.1 The Urgent decisions have already been published on Members News.