

THREE RIVERS DISTRICT COUNCIL

At a meeting of the **Extraordinary Sustainable Development, Planning and Transport Committee** held in room G50, Three Rivers House, Rickmansworth on 20 February 2018 from 7.00pm to 7.20pm.

Present: Councillors Stephen Giles-Medhurst (Lead Member, Economic Development, Sustainability and Transport), Martin Trevett (Lead Member, Housing, Planning and Strategic Schemes), Chris Lloyd (substitute for Cllr Peter Getkahn), Paula Hiscocks, Angela Killick, David Coltman, David Major, Steve Drury and Kate Turner.

Also Present: Councillor Roger Seabourne

Officers: Kimberley Grout, Head of Housing Services
Sherrie Ralton, Committee Manager

Councillor Martin Trevett in the Chair

SD24/17 APOLOGIES FOR ABSENCE

Apologises for absence were received from Councillor Peter Getkahn.

SD25/17 DECLARATION OF INTEREST

None received.

SD26/17 NOTICE OF OTHER BUSINESS

None.

SD27/17 CONTRACTING OUT OF HOMELESSNESS REVIEW TO AN INDEPENDENT REVIEWER

Officers sought authorisation to contract out the function of homelessness reviews as part of TRDC's statutory duties set out in Section 202 of the Housing Act 1996 (as amended by the Homelessness Act 2002, Localism Act 2011 and Homelessness Reduction Act 2017). The Local Authorities (Contracting Out of Allocation of Housing and Homelessness Functions) Order 1996 enabled the Council to authorise external providers to undertake these functions on behalf of the Council.

The Head of Housing advised as follows:

- The Council, together with Watford Borough Council, had gone out to tender on a framework agreement to appoint a panel of suppliers to carry out reviews.
- The cost of undertaking reviews using the framework agreement would be approximately £4000 per year, based on the predicted increase due to the implementation of the Homelessness Reduction Act.
- To retain the service in-house a senior Part Time Independent Reviews Officer would need to be recruited for 18.5 hours per week at a cost of £20,000 - £22,000 per year (inclusive of on-costs).
- Under the framework agreement the Council would have the right to choose whether or not to use panel of suppliers.
- There would be one framework at first but others could be added in the future for flexibility.

The Head of Housing Services agreed to provide the Committee with data regarding the number of reviews previously undertaken and the outcome.

Following the implementation of the Homelessness Reduction Act and the expected increase in reviews, the Head of Housing Services agreed to provide data to compare the outcome of the Council's reviews with other comparable Councils.

Councillor Martin Trevett moved the recommendations, seconded by Councillor David Major, with amendments to points 11.3 and 11.4 of the report to read: 'Delegate, in consultation with the Lead Member'.

Upon the motion being put to the Committee it was declared CARRIED, the voting being unanimous.

RESOLVED:

1. The Committee agree to the use of a framework agreement as referred to in paragraph 3.6 in the report and any subsequent framework process undertaken to enable the Council to appoint suppliers to undertake homelessness reviews and other related work
2. The Committee delegate, to the Head of Housing Services, in consultation with the Lead Member of Housing, Planning and Strategic Schemes, the authority to select and appoint the suppliers to the Framework panel
3. The Committee delegate, in consultation with the Lead Member of Housing, Planning and Strategic Schemes, approval of the specific terms of any framework agreement and associated contract documentation to the Head of Housing Services, in consultation with Legal Services;
4. The Committee delegate under Article 3 of the Local Authorities (Contracting Out of Allocation of Housing and Homelessness Function) Order 1996 the function of undertaking homelessness reviews under section 202 of the Housing Act 1996 and related homelessness reviews work to the selected framework panel providers on behalf of the Council.

RECOMMENDED:

Council to note and endorse this Report and the Decisions of the Committee.

CHAIRMAN