

**OFFICER DELEGATION SCHEME  
RECORD OF DECISION**



**TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES**

<b>Date:</b> 6 <sup>th</sup> August 2023	<b>Ref No:</b> 2172
<b>Responsible Officer:</b> Ahmed Ajmi - Integrated Strategic Lead- Carers, Physical Disabilities and Prevention	
<b>Type of Decision (please refer to MO Guidance)</b>	
<b>Key</b>	<input checked="" type="checkbox"/>
<b>Non-Key</b>	<input type="checkbox"/>
<b>Freedom of Information Status:</b> <i>(can the report go in the public domain)</i> <b>Yes</b>	
<b>Title/Subject matter:</b> <b>Void and Nomination arrangements- Inclusion Housing</b>	
<b>Budget/Strategy/Policy/Compliance:</b>	
(i) Is the decision within an Approved Budget?	Yes
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	No
(iii) Does the decision amend existing or raise new policy issues?	No
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	No
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	Initial EIA is positive as these are provisions that will deliver housing options for people with additional needs.

**Summary:**

Bury Council's Community Commissioning Division has made arrangements to work with developers to establish 4 schemes in line with the [Housing for those with additional needs: Strategy - Bury Council](#).

These 4 schemes are:

Scheme	Flats/Units	Lease length (yrs)
St Marys Place	9 (8 units for tenants and 1 for staff)	20
The Rock	13	20
Blackburn Street	6	20
Topping Mill	14	20

To meet Housing Benefit regulations, there is a requirement to partner with a Registered Housing Provider to deliver the housing management function at each of the above schemes.

After several attempts to develop a partnership with a Registered Housing Provider- the only RP that has accepted the invitation is Inclusion Housing.

Without the partnership of an RP, this would mean that the four schemes are not able to deliver housing management services and not receive exempt accommodation rates- hence not being financially viable for the long term.

Inclusion Housing have agreed with the Council's request to have 100% nominations on perpetuity for the 4 schemes. However, regarding voids cover, they have stated:

- Inclusion will cover rent for 3 months from the date a unit has become vacant / void.
- After the 3 months, the Council covers/guarantees 100% of the rent until that unit is let.
- The department void and management policy states that it will cover 50% of the rent after 3 months.

**Wards affected:** Bury East and Radcliffe

**Consultations:** N/A

**Scrutiny & Review Committee Interest:** N/A

**Options considered:**

The opportunities were advertised on the RP Framework facilitated by the Business Growth and Infrastructure department of the Council. There was no interest, hence allowing the Community Commissioning Division to widen conversation with other RPs in the sector. The only RP that accepted our invitation was Inclusion Housing.

**Decision** *[with reasons]*

For all four schemes, an Expression of Interest was sent out to Registered Providers on Bury Council's Registered Provider Framework, no interest was received, primarily due to the proposed leasing arrangements and lease length.

**9<sup>th</sup> January 2023- St Marys Place**

**24<sup>th</sup> April 2023- Topping Mill**

**18<sup>th</sup> May- 2023- Blackburn Street**

**The Rock- as previous attempts failed for the other schemes on the Framework, formal expression was shared informally on the 12<sup>th</sup> June 2023**

As there was no interest, this allowed the Council to approach other Registered Providers outside of Bury Council's RP Framework.

An Expression of Interest was sent out to three Registered Providers with a known history of lease arrangements in the specialist supported housing sector. The Registered Providers approached were:

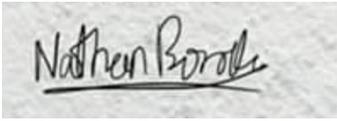
- Golden Lane Housing
- Inclusion Housing
- Empower Homes

Inclusion Housing was the only RP that accepted the invitation and provided a strong interest.

Recommendations are that the Council:

- Adopts the 3 months' rent cover from Inclusion Housing when a flat/unit becomes vacant/void.
- Guarantees 100% void cover for bedspaces after the 3-month period.
- Transfers 50% of the void costs to the appointed support provider at each scheme, if 3 months elapse. This would be stated clearly in the tender documentation.
- The Registered Provider is flexible during the lease period for allocations, to consider demands within Adult Social Care and change cohort accordingly subject to demand.
- Mitigate the risk of financial liability to the Council by developing a Specialised Housing Allocation Policy and monitoring movement of tenants and voids via the Living Options Group (LOG).

**Decision made by:****Signature:****Date:**

Executive Director – Health and Adult Care		15 September 2023
<b>Members Consulted [see note 1 below]</b>		
Cabinet Member		5 October 2023
Lead Member	NA	
Opposition Spokesperson	NA	

### Notes

1. Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet Member they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained if required, to confirm that he/she has been consulted. Please refer to the MO Guidance.
2. **This form must not be used for urgent decisions.**
3. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council’s Monitoring Officer.