



Officer Decision Record – Key Decision

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Cabinet date and copy resolution this key decision relates to

Decision to carryout adaptations works to properties providing temporary accommodation to disabled residents who are homeless.

The Council has a statutory duty to provide temporary accommodation for households. There is a shortage of low level accommodation which is wheelchair accessible. This means the Council have to place households in Hotels, paying premium prices. Hotels are also not suitable accommodation as there are no cooking or washing facilities available. Providing suitable accommodation will provide better outcomes and reduce overall costs.

The proposal is to provide;

1. 2 x wheelchair accessible accommodation
2. 6 x accessible accommodation for clients with limited mobility.

Fully Adapted Works

We propose that two properties will be provided with door widening where required, to access kitchen bathing (with level access shower) and bedroom facilities. Access/Egress ramps externally. Any hoisting, shower chairs etc. can be provided in partnership with the equipment stores, so it meets individual clients needs.

The cost of the works is in the region of £22,000 with fees.

Accessible Accommodation Works

Some homeless households have limited access and are often difficult to house as most temporary accommodation has stairs. Therefore, we propose that around 6 flats have low level adaptations including a low-level shower tray and rails.

Households with limited mobility have difficulties finding a new home, therefore the low level adapted flats will provide an opportunity for them to live independently, whilst suitable longer term housing can be found.

The cost of these works are around £4,000 per flat.

The cost of the works is in the region of £24,000.

Total Costs circa; £46,000.

This investment will convert four flats providing accommodation where households can live independently for up to two years, giving them time to find and adapt suitable accommodation to move to longer term.

The cost of one room in a hotel is charged from £90 per night. We currently have one single client in a care home for £250 per week. Families can only stay in temporary accommodation for up to six weeks. Single persons can be in temporary accommodation until a suitable alternative is found, this can be up to one year.

Total Costs – Hotel for One year - £31,680 or Care Home - £13,000.

Therefore, providing suitable accommodation much earlier allows clients to live independently whilst finding a more suitable permanent home.

The Housing Assistance Policy was approved by the Portfolio Holder for Health, Wellbeing and Adult Social Care during January 2023. The policy makes provision for grants outside of standard discretionary provision and highlights the need to support Homelessness providing suitable accommodation. The Council took out a long term lease of Swann Housing during 2023. Swann House comprises 29 flats of which 8 flats on the ground floor are suitable to be adapted. Approval is delegated to the Assistant Director of Instructure (formerly Assistant Director for Housing, Planning, and Infrastructure) as approved by the Portfolio Holder.

Funding is put aside for a project of this nature in the DFG Budget. No additional funding is required.

2. Subject and details of the matter (to include reasons for the decision)

We require a decision to approve works to be carried out at Swann House, currently leased by the Council for a period of ten years. Adapted accommodation will provide temporary accommodation for homeless households who would usually have to stay in a hotel or care home, where they are unable to live independently. The decision will provide allow the Homeless Team to provide better outcomes for Homeless Households and cost savings for the Council.

3. Decision being taken

The Assistant Director of Infrastructure, in partnership with the Director for Adult Social Services, approves the works under provisions within the Housing Assistance Policy.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No.

5. Anticipated outcome(s)/benefits

Decision approved so works can commence onsite to adapt 4 flats and provided much needed adapted temporary accommodation.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

Option One – Do nothing

To do nothing would mean that the Council pays excess costs providing temporary accommodation, due to a shortage of available wheelchair accessible accommodation. Currently, the Homeless Team must place clients in either a Care Home or Hotel Accommodation offering accessible rooms.

Option Two Purchase Properties to Adapt

The Council are currently exploring options to purchase properties which are either adapted, or have the potential to be adapted. Unfortunately there is a shortage of suitable properties.

7. Background documents considered (web links to be included and copies of documents provided for publishing)

Portfolio Decision and Housing Assistance Policy attached.

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No conflicts of interest were identified.

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The above decision is consistent with the will of Cabinet and in line with the delegation given.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The cost of the works will be met from within the existing Disabled Facilities grant capital budget and funding.

12. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications

13. Risk Assessment (in accordance with the Report Writing Guide)

We have identified the following hazards, if there a decision is taken not to carry out works in Swan House.

1. The Homelessness Team will continue to experience difficulties housing vulnerable households who require adapted accommodation.

2. No reduction in Homelessness Spend as households are moved to either a care home or hotel until suitable accommodation is found.
3. The average length of time someone is housed in temporary accommodation will remain high, as it is difficult to find suitable alternatives.
4. We will miss the opportunity to provide better outcomes for households.

14. Has the Cabinet Tracker been updated with details of this decision?

N/A

15. Decision Maker(s):

Name: Paul Evans

Title: Assistant Director of
Infrastructure

Signed: REDACTED

Dated: 20.03.24

Name: Katie Brown

Title: Director of Adult Social Services

Signed: REDACTED

Dated: 12th March 2024

**16. Consultation carried out with
Portfolio Holder(s):**

Name: Councillor Philip Jackson

Title: Leader of the Council

Signed:

Dated:

**17. If the decision is urgent then
consultation should be carried out
with the relevant Scrutiny
Chair/Mayor/Deputy Mayor**

Name:

Title:

Signed:

Dated: