

Record of individual Cabinet member decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Decision made by	Councillor David Rouane
Key decision?	Yes
Date of decision (same as date form signed)	24.06.2021
Name and job title of officer requesting the decision	Phil Ealey Housing Needs Manager
Officer contact details	Tel: 07717 275498 Email: phil.ealey@southandvale.gov.uk
Decision	To adopt Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-2026.
Reasons for decision	<p>A 2021 report by Crisis on homelessness in Oxfordshire and a homelessness review by Oxfordshire Safeguarding Adults Board both recommended a new strategic approach to delivering homelessness services in Oxfordshire. The new approach is set out in Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-2026.</p> <p>The strategy will complement South Oxfordshire District Council's already successful approach in preventing and ending homelessness and rough sleeping.</p> <p>The strategy builds upon the current countywide arrangements; encourages best practice; develops a more holistic approach to helping individuals and will commission new services that better reflect the needs of homeless people in Oxfordshire.</p> <p>The vision of the strategy is to "prevent and resolve homelessness so that no one sleeps rough in Oxfordshire".</p> <p>The strategy identifies five key priorities.</p> <ul style="list-style-type: none"> • Proactively prevent homelessness • Rapid response to rough sleeping • Focus on the person, not the problem • Timely move on • The right home in the right place

Alternative options rejected	None		
Climate and ecological implications	There are no climate or ecological implications from adopting Oxfordshire's Homelessness and Rough Sleeping Strategy.		
Legal implications	There are no legal implications from adopting Oxfordshire's Homelessness and Rough Sleeping Strategy.		
Financial implications	The cost of commissioning new homelessness services associated with the strategy will be fully met within existing budgets.		
Other implications	None		
Background papers considered	Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-26 Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-26: Action Plan		
Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?	n/a		
List consultees		Name	Outcome
	Ward councillors	n/a	
	Legal	Pat Connell	Agreed. 10.06.2021
	Finance	Emma Creed	Agreed. 11.06.2021
	Human resources	n/a	
	Diversity and equality	Lynne Mitchell	A very positive strategy. It will be challenging to promote wider access to services during the pandemic. eg. translation services 16.06.2021
	Climate and biodiversity	n/a	
	Communications	Lucy Billen	This is fine from comms perspective. 16.06.2021
	Senior Management Team	SMT	Agreed 24.06.2021
Confidential decision? If so, under which exempt category?	No		

Call-in waived by Scrutiny Committee chairman?	No
Has this been discussed by Cabinet members?	Yes
Cabinet portfolio holder's signature To confirm the decision as set out in this notice.	Signature: D Rouane Date: 24.06.2021

ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY.

For Democratic Services office use only		
Form received	Date: 28 June 2021	Time: 09:10
Date published to all councillors	Date: 28 June 2021	
Call-in deadline	Date: 5 July 2021	Time: 17:00

Guidance notes

1. This form must be completed by the lead officer who becomes the contact officer. The lead officer is responsible for ensuring that the necessary internal consultees have signed it off, including the chief executive. The lead officer must then seek the Cabinet portfolio holder's agreement and signature.
2. Once satisfied with the decision, the Cabinet portfolio holder must hand-sign and date the form and return it to the lead officer who should send it to Democratic Services immediately to allow the call-in period to commence.
Tel. 01235 422520 or extension 2520.
Email: democratic.services@southandvale.gov.uk
3. Democratic Services will then publish the decision to the website (unless it is confidential) and send it to all councillors to commence the call-in period (five clear working days) if it is a 'key' decision (see the definition of a 'key' decision below). A key decision cannot be implemented until the call-in period expires. The call-in procedure can be found in the council's constitution, part 4, under the Scrutiny Committee procedure rules.
4. Before implementing a key decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If a key decision has been called in, Democratic Services will notify the lead officer and decision-maker. This call-in puts the decision on hold.
6. Democratic Services will liaise with the Scrutiny Committee chairman over the date of the call-in debate. The Cabinet portfolio holder will be requested to attend the Scrutiny Committee meeting to answer the committee's questions.
7. The Scrutiny Committee may:
 - refer the decision back to the Cabinet portfolio holder for reconsideration or
 - refer the matter to Council with an alternative set of proposals (where the final decision rests with full Council) or
 - accept the Cabinet portfolio holder's decision, in which case it can be implemented immediately.

Key decisions: assessing whether a decision should be classified as 'key'

The South Oxfordshire and Vale of White Horse District Councils' Constitutions now have the same definition of a key decision:

A key decision is a decision of the Cabinet, an individual Cabinet member, or an officer acting under delegated powers, which is likely:

- (a) to incur expenditure, make savings or to receive income of more than £75,000;**

- (b) to award a revenue or capital grant of over £25,000; or**
- (c) to agree an action that, in the view of the chief executive or relevant head of service, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council.**

Key decisions are subject to the scrutiny call-in procedure; non-key decisions are not and can be implemented immediately.

In assessing whether a decision should be classified as 'key', you should consider:

- (a) Will the expenditure, savings or income total more than £75,000 across all financial years?
- (b) Will the grant award to one person or organisation be more than £25,000 across all financial years?
- (c) Does the decision impact on more than one district council ward? And if so, is the impact significant? If residents or property affected by the decision is in one ward but is close to the border of an adjacent ward, it may have a significant impact on that second ward, e.g. through additional traffic, noise, light pollution, odour. Examples of significant impacts on two or more wards are:
 - Decisions to spend Didcot Garden Town funds (significant impact on more than one ward)
 - Changes to the household waste collection policy (affects all households in the district)
 - Reviewing a housing strategy (could have a significant impact on residents in many wards)
 - Adopting a supplementary planning document for a redevelopment site (could significantly affect more than one ward) or a new design guide (affects all wards)
 - Decisions to build new or improve existing leisure facilities (used by residents of more than one ward)

The overriding principle is that before 'key' decisions are made, they must be published in the Cabinet Work Programme for 28 calendar days. Classifying a decision as non-key when it should be a key decision could expose the decision to challenge and delay its implementation.