

## OFFICER DECISION RECORD 1 FORM - GUIDANCE

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

**Decision Reference No:** EE22 0701

**BOX 1**

**DIRECTORATE:** Economy &  
Environment

**DATE:** 05/07/2022

**Contact Name:** Neil Hayes

**Tel. No:** 01302 736390

**Subject Matter:** Homes England Grant Funding - Council House Build Programme (CHBP)

**BOX 2****DECISION TAKEN**

Approval to enter into the 2021-26 Affordable Homes Programme grant agreement with Homes England and acceptance of grant funding for the development of new Council Homes, through the Council House Build Programme (CHBP).

**BOX 3****REASON FOR THE DECISION**

The Council has ambitious plans to build on the success of delivering new homes in Doncaster through the Council House Build Programme (CHBP) including much needed new affordable homes. A 5 year Housing Delivery Plan (HDP) approved at Cabinet on 12<sup>th</sup> January 2021 set out how the Council could deliver new homes, the report also supported the need to apply for grant funding opportunities following approval of the HDP.

Phase 1 of the CHBP was approved at Cabinet in December 2019, Phase 2 of the CHBP was approved at Cabinet on 22<sup>nd</sup> June 2022. The Phase 2 Cabinet report gave approval that:

- authority be delegated to the Director of Economy and Environment and Section 151 Officer, in consultation with the Mayor and the Portfolio Holder for Housing and Business, to accept the funding and agree terms and conditions for any Shared Ownership and Affordable Housing Programme (SOAHP) grant funding awards for all the Council House Build Programme (CHBP) schemes, and subject to an Officer Decision Record (ODR) for each scheme bid

A funding bid has been submitted to Homes England for Phase 1 of the CHBP and grant funding of £[REDACTED] has been awarded in principle across the 3 schemes:

[REDACTED] – [REDACTED] - £[REDACTED] - ([REDACTED] units)

[REDACTED] - [REDACTED] - £[REDACTED] - ([REDACTED] units)

[REDACTED] – [REDACTED] - £[REDACTED] - ([REDACTED] units)

There is a requirement for the Council to enter into the current 2021-26 grant agreement, this will enable the Council to access and draw down the grant funding currently awarded for Phase 1 and for future AHP grant awards from Homes England for Phase 2 and any subsequent approved CHBP schemes in accordance with Homes England 2021-26 AHP.

The Council has entered into grant agreements previously to enable the acceptance of grant funding. The majority of units delivered through the Council House Build Programme to date have been with grant funding from the 2015-18 and 2016-21 Shared Ownership and Affordable Homes Programme.

Endorsing the approach to enter into the 2021-26 AHP grant agreement will further support the CHBP and HDP by utilising this funding opportunity to maximise the delivery of new affordable homes across all CHBP approved schemes. The addition of grant funding will assist the programme to deliver more modern energy efficient homes over the coming years across more areas of Doncaster. The funding also contributes towards bridging potential funding gaps to maximise scheme viability.

#### **BOX 4**

##### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

**Option 1: Do not bid** - Excluding the Council from this funding limits the potential for the Council to access available funding opportunities. This could also have reputational implications for the Council.

**Option 2: Reduce the scheme costs by the grant value** – to do this could result in fewer homes built and those which are delivered would potentially be built to a lower specification, reduced environmental and energy efficiency standard.

#### **BOX 5**

##### **LEGAL IMPLICATIONS**

Section 1 of the Localism Act 2011 provides the Council with a general power of competence, allowing the Council to do anything that individuals generally may do. Section 111 of the Local Government Act 1972 gives the Council the power to purchase goods and Services.

The Council is being asked to enter into a funding agreement with Homes England. Legal advice should be sought in the specific terms of that funding agreement and the report author must ensure that they have a thorough understanding of those terms, including any delivery measures it may contain.

The Council must comply with all laws and regulatory requirements when using the funding (including, without limitation compliance with all laws and regulatory requirements in relation to public procurement). Failure to do so may lead to claw back.

**Name: Scott Fawcus      Signature:      Date: 07.07.22**

Signature of Assistant Director of Legal and Democratic Services (or representative)

#### **BOX 6**

##### **FINANCIAL IMPLICATIONS:**

The estimated cost of delivering [REDACTED] units as part of Phase 1 of the CHBP was £[REDACTED]. The funding for this phase was from the approved budget earmarked for Council house new build in the Housing Capital programme.

A funding bid has been submitted to Homes England for Phase 1 of the CHBP and grant funding of £[REDACTED] has been awarded in principle across the 3 schemes:

The £[REDACTED] grant funding will be swapped with approved resources that will be used to fund the delivery of further new Council houses.

The following financial procedure rules apply to this report:

In respect of any grant funding E.9 Directors are authorised to apply for external funding, in consultation with the CFO, which contribute to the delivery of Council services or achievement of Council goals. Grant acceptance and/or commitment is subject to key decision rules.

E.10 Any external funding received by the Council after the budget for the year has been approved, outside of rule E.9, will be classed as a corporate resource unless otherwise determined by the CFO.

E.11 Directors are responsible for ensuring that action plans are in place (including exit strategies and match funding arrangements) for all external funding within the Directorate.

**Name: D Henderson      Signature:      Date: 12/07/22**

Signature of Chief Financial Officer and Assistant Director of Finance (or representative)

#### **BOX 7**

##### **OTHER RELEVANT IMPLICATIONS**

**Name: \_\_\_\_\_      Signature: \_\_\_\_\_      Date: \_\_\_\_\_**

Signature of Assistant Director (or representative)

#### **BOX 8**

**EQUALITY IMPLICATIONS:** (To be completed by the author).

All housing developments supported by the Council will be accessible depending on individual need. Such assessments will not discriminate against any applicant and particularly due to any of the protected characteristics of the Equality Act 2010.

All of the Council's housing stock, managed by St Leger Homes will be allocated in line with their allocations policy to meet the individuals need.

**BOX 9**

**RISK IMPLICATIONS:** (To be completed by the author)

The Council have to adhere to the terms and conditions as outlined within the 2021-26 AHP grant agreement and capital funding guide. Failure to do so could result in grant claw back from Homes England.

**BOX 10**

**CONSULTATION**

The Portfolio Holder for Housing and Business, the Director of Regeneration and Environment, St Leger Homes have been included as part of the on-going consultation process throughout the various stages of the CHBP.

On 22<sup>nd</sup> June 2022 Cabinet approved for authority to be delegated to the Director of Economy and Environment and Section 151 Officer, in consultation with the Mayor and the Portfolio Holder for Housing and Business, to accept any AHP grant funding awards for all CHBP schemes subject to an ODR for each scheme bid.

**BOX 11**

**INFORMATION NOT FOR PUBLICATION:**

Information in box 3 - info contained within paragraph 2, box 6 paragraph 1, 2 & 3 should be redacted under section 43 of the Freedom of Information Act 2000 because this is deemed commercially sensitive information. Signatures should also be redacted.

**Name: A J Rowbotham Signature: Date: 13 July 2022**

Signature of FOI Lead Officer for service area where ODR originates

**BOX 12**

**BACKGROUND PAPERS**

Please confirm if any Background Papers are included with this ODR **YES/NO**

(If YES please list and submit these with this form)

**BOX 13  
AUTHORISATION**

**Name: Dan Swaine**                      **Signature :**                      **Date: 25/07/22**  
Director of Economy & Environment

**Does this decision require authorisation by the Chief Financial Officer or other Officer**

**YES**

**If yes please authorise below:**

**Name: Faye Tyas**                      **Signature:**                      **Date: 25/07/22**  
Assistant Director of Finance

**Consultation with Relevant Member(s)**

**Where an officer decision has been taken in consultation with the Mayor, Cabinet Member or Committee Chair this should be recorded on this ODR.**

**Name: Glyn Jones**                      **Signature: \_\_\_\_\_**                      **Date: 25<sup>th</sup> July 2022**

**Designation: Deputy Mayor/Cabinet Member for Housing and Business**

**Name: Ros Jones**                      **Signature: \_\_\_\_\_**                      **Date: 25<sup>th</sup> July 2022**

**Designation: Mayor**

e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair.

**Declaration of Interest YES/NO**

**If YES please give details below:**

**Any Cabinet Member or Committee Member (where the decision has been delegated by a Council Committee) who has been consulted on an officer decision must declare any interest they have in respect of the decision, and this should be recorded on the ODR form. Where there is no interest this should also be recorded. This is not applicable for general Member consultation or consultation with ward Members.**

**PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION.**

**Once completed a PDF copy of this form and any relevant background papers should be forwarded to Governance Services at [Democratic.Services@doncaster.gov.uk](mailto:Democratic.Services@doncaster.gov.uk) who will arrange publication.**

**It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.**