

## Record of Officer Decision

This form is the written record of a key or significant operational decision taken by an officer.

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision
<b>Contact person:</b>	Charli Fudge	Telephone number: 0113 3780375
<b>Subject<sup>1</sup>:</b>	Register Wide Priority Extension	
<b>Decision details:</b>	<p>What decision has been taken?<sup>2</sup></p> <p>To extend everyone who has band A+, band A and band B priorities on the housing register by a further 6 months.</p>	
	<p>A brief statement of the reasons for the decision<sup>3</sup></p> <p>The Leeds Homes Choice Based Lettings Scheme was suspended on 23<sup>rd</sup> March following guidance from central government around social distancing due to the COVID19 crisis. This has meant that people with an assessed housing need, and a priority to reflect that, have been unable to bid. Currently, priorities last 180 days after which the customer needs to make contact to extend it. The officer considering the priority extension will look at whether the customer has been bidding regularly and appropriately to reflect the urgency of their housing need.</p> <p>Therefore, the decision has been made to extend everyone's priority for a further six months for three reasons:</p> <ol style="list-style-type: none"> <li>1) To prevent avoidable contact from customer's whose priority is expiring during the suspension of CBL who would have their priority extended anyway</li> <li>2) To assist officers with priority extension decisions - even after the recommencement of CBL, customers applying for priority extensions will have a huge gap in their bidding history</li> <li>3) As a good will gesture to customers who have not been able to bid despite having an assessed housing need</li> </ol> <p>No equality considerations as everyone with a current priority on the register will be left in the same relative position with no adverse effects.</p>	

<sup>1</sup> If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

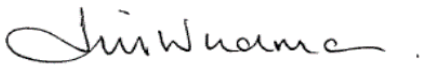
<sup>2</sup> Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.

<sup>3</sup> Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal or Equality colleagues as appropriate.

	<p>Brief details of any alternative options considered and rejected by the officer at the time of making the decision</p> <ul style="list-style-type: none"> <li>- If we don't extend active priorities, customers will continue to contact us. The contact centre are receiving around 40-60 calls per week regarding this and pass this contact on to local housing teams. Roughly 10,000 people on the register have an active priority.</li> <li>- There is a pending DDR regarding changing the timeframe of a priority to 12 months to reflect current waiting times, however this will require consultation and an amendment to the lettings policy and so will be done outside of this decision.</li> </ul>	
<b>Affected wards:</b>	All	
<b>Details of consultation undertaken<sup>4</sup>:</b>	Housing Management	
	Legal Services	
	Housing Options	
	Councillor Coupar, Executive Member for Communities	
<b>Implementation</b>	15 <sup>th</sup> June 2020	
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:-	
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision	
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s)	
	Signature	Date

<sup>4</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

<sup>5</sup> Complete this section for key decisions only

<b>Call In</b>	Is the decision available <sup>6</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>7</sup> Jill Wildman, Chief Officer Housing	
	Signature 	Date 15/06/20

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<sup>6</sup> Significant operational decisions are never available for call in. Key decisions are always available for call in unless they have been exempted from call in.

<sup>7</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.