

**MINUTES OF THE CABINET MEMBER SIGNING  
THURSDAY, 1 MAY 2014**

**Present:** Councillor Claire Kober – Leader of the Council

**In Attendance:** Xanthe Barker (Principal Committee Officer), Phil Harris (Deputy Director Community Housing Services).

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTION BY</b>
<b>HSP83.</b>	<p><b>URGENT BUSINESS</b></p> <p>There were no late items of urgent business.</p>	
<b>HSP84.</b>	<p><b>TENDERING OF HOUSING REVIEWS CONTRACT</b></p> <p>The Leader of the Council considered a report, previously circulated, which sought approval to contract out the statutory homelessness review function to Housing Reviews Limited, with effected from 1 May 2014, until 30 April 2016.</p> <p><b>RESOLVED:</b></p> <p>That approval be given to the contracting out of the statutory homelessness review function to Housing Reviews Limited with effect from 1 May 2014 until 30 April 2016.</p> <p><b>Alternative options considered</b></p> <p>The only alternative to contracting out the function is to have a specialist Housing Review Officer on a senior grade, with additional administrative support. However, given the number of reviews this is not the best option in terms of value for money, neither is it sufficiently responsive to the peaks and troughs in the workload. Contracting out the reviews enables the Council to pay only for work done. The contracted service is estimated to provide savings of around 50% compared to the equivalent in-house service.</p> <p><b>Reasons for decision</b></p> <p>To approve the award of the contract.</p>	<p>Deputy Director Community Housing Services</p>
<b>HSP85.</b>	<p><b>NEW ITEMS OF URGENT BUSINESS</b></p> <p>There were no new items of urgent business.</p>	