



RECORD OF DELEGATED DECISION (OFFICER)
CHANGE OF ESTABLISHMENT

1. Decision Reference No.	CEX232
2. Name/Title of Officer	Michelle Howard Deputy Chief Executive
3. Email address of Officer	mhoward@melton.gov.uk
4. Title / Subject Matter:	Change of Establishment Regulatory Assurance Lead – Housing
5. Type of Decision:	Public
6. Key Decision?	No
7. Decision Taken: 1. To create the post of Regulatory Assurance Lead (Housing) (Band 10) for a period of 12 months.	
8. Reasons for Decision: Providing high quality Council homes and landlord services” is one of the Council’s 6 key priorities. Additionally, the housing sector is currently preparing for significant regulatory change, and as a responsible landlord, the Council needs to prepare for these changes now. This fixed term role is designed to further support the Councils commitments to achieve this, with a focus on preparing for regulatory changes as set out within the Charter for Social Housing Residents and emerging Consumer Regulations for Housing. The role will lead the preparation for the implementation of the new regulatory requirements and consumer standards. The post will be part of the Council’s Housing Leadership Team and will ensure that the Council is able to demonstrate compliance and preparedness for future inspection arrangements in line with the changing regulatory context. It will also provide assurance of the Council’s preparedness to senior officers and councillors and associated action and risk management plans. The postholder will lead on preparations by supporting other officers with preparation and action planning for their areas of responsibility (for example, tenancy management, complaints, involvement and engagement, performance and satisfaction, health and safety and service standards).	

9. Authority / Legal Power:

On 28th July 2022, Council provided the Director for Housing and Communities (Deputy Chief Executive) with delegated authority in consultation with the Director for Corporate Services and Portfolio Holder for Housing and Landlord Services to access the HRA Development and Regeneration Reserve to progress projects and activities in support of the HRA up to a limit of £100k per project and £500k in any one year subject to the financial viability of the HRA Business Plan not being undermined.

10. Background Papers attached?

Yes - Job Description

11. Alternative options available / rejected:

1. The Council could choose not to recruit to this post. This is not recommended as the Council requires additional capacity and expertise in order to prepare for and provide assurance of the Council's readiness for the regulatory changes for the housing sector. The need to prepare for these changes is set out within the HRA Business Plan 2022-2052.
2. The Council could choose to recruit to the post on a permanent basis. This is not recommended as permanent establishment changes would need to met through a reduction in spend in the HRA. This is not considered a sensible or pragmatic approach, given that preparing for regulatory changes is a time limited and project based activity, with emphasis on collaboration and embedding changes to ensure knowledge, capability, capacity and resilience within the housing service in the longer term.

12. Implications:

Legal	<p>On 28th July 2022, Council provided the Director for Housing and Communities (Deputy Chief Executive) with delegated authority in consultation with the Director for Corporate Services and Portfolio Holder for Housing and Landlord Services to access the HRA Development and Regeneration Reserve to progress projects and activities in support of the HRA up to a limit of £100k per project and £500k in any one year subject to the financial viability of the HRA Business Plan not being undermined.</p> <p>This decision will enable the council to prepare for regulatory changes as set out within the Charter for Social Housing Residents and emerging Consumer Regulations for Housing.</p> <p>[Legal Approval - 3 August 2022]</p>
Finance	<p>The cost of the new post will be from £43,870 if recruited at the bottom of the band and £46,860 if recruited at the top of the band. This is based on current budgeted 2022-23 salary costs and will total between £44,855 and £47,923 when taking into account the inflation in the business plan. This is the first draw on the reserve following the approval of the business plan and so within its requirement.</p> <p>[Finance Approval - Director for Corporate Services - 3 August 2022]</p>

	HR	<p>This is a new post therefore there are no HR implications as a result of this decision. The usual recruitment and selection process will be undertaken to fill the position</p> <p>[HR and Consultation Approval - 5 August 2022]</p>
13. Signature of Decision Maker with authority to sign		<p>Signature redacted</p> <p>Michelle Howard Deputy Chief Executive</p>
14. Consultation with:		<p>Email notification received Portfolio Holder for Housing and Landlord Services</p> <p>Email notification received Director for Corporate Services</p>
15. Date:		8 August 2022

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