



RECORD OF DELEGATED DECISION (OFFICER)

1. Decision Reference No.	CEX288
2. Name/Title of Officer	Michelle Howard Director for Housing and Communities
3. Email address of Officer	mhoward@melton.gov.uk
4. Title / Subject Matter:	Housing Benchmarking Services via Housemark
5. Type of Decision:	Public
6. Key Decision?	No
7. Decision Taken:	<p>1. To subscribe to the Housemark Benchmarking service for a period of three years from 2023/24 to 2025/26 inclusive, at a total cost of £13,755 plus VAT.</p>
8. Reasons for Decision:	<p>Subscription to the Housemark Benchmarking service will provide a broad range of support in the ongoing improvement within the Councils' Housing service. It will also support preparation for the implementation of the new housing regulatory regime currently being introduced.</p> <p>The three-year commitment will allow for a phased introduction of the service and offers a subscription discount over the standard annual membership rate.</p>
9. Authority / Legal Power:	<p>The Director for Housing and Communities has delegated authority to take any decision in relation to the functions within their area of service responsibility and as such, is authorised to take this decision on behalf of the Council. This decision is taken within the parameters set out within the constitution.</p> <p>Additionally, at the Council meeting in July 2022, the Council provided the following delegated authority which enables access to 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 up to a maximum of £500k in any one year subject to the financial viability of the HRA Business plan not being undermined. This decision is authorised through the use of this delegated authority.</p>
10. Background Papers attached?	Internal document: Briefing Paper

11. Alternative options available / rejected:

1. To not use a benchmarking service provider. This was rejected as the proposed subscription will support the improvement journey of the Councils housing service by providing comprehensive cost and performance comparative information from numerous other housing providers in the social housing sector.
2. To use an alternative supplier of benchmarking services. This was rejected as no other provider of this service has the breadth of membership that would enable them to provide a similar range of other landlords information to compare with.

12. Implications:

Legal	<p>Benchmarking is an important element to demonstrating regulatory compliance.</p> <p>There are no legal implications arising from this decision. [Legal Approval – 17 March 2023]</p>
Finance	<p>The total cost for a three-year period (2023/24 to 2025/26 inclusive) is £13,755 plus VAT. A 3-year subscription to be paid upfront at £13,755+VAT with no CPI increase incurred. Year 1 £4435+VAT, year 2 and 3 at £4660+VAT.</p> <p>The first year to be funded from the HRA Development and Regeneration Reserve, with the second and third years built into the HRA budget and sufficient budget provision annually thereafter for continued provision of housing benchmarking services.</p> <p>[Finance Approval – 17 March 2023]</p>
HR	<p>There are no HR implications arising from this decision. [HR & Communications Approval – 17 March 2023]</p>

13. Signature of Decision Maker with authority to sign

Email approval received
Michelle Howard
Director for Housing and Communities

14. Consultation with:

Email notification received
Cllr Ronan Browne
Portfolio Holder for Housing and Landlord Services

15. Date:

17 March 2023

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