



## RECORD OF DELEGATED DECISION (OFFICER)

1. Decision Reference No.	CEX 438
2. Name/Title of Officer	Director for Housing & Communities
3. Email address of Officer	<a href="mailto:mhoward@melton.gov.uk">mhoward@melton.gov.uk</a>
4. Title / Subject Matter:	Increase administrative capacity to support with Housing Support Review.
5. Type of Decision:	Public
6. Key Decision?	No
<b>7. Decision Taken:</b> To access £15,765 from the HRA Regeneration and Development reserve to enable increased staffing capacity within the Community Support Hub to support the outcome of the housing support review.	
<b>8. Reasons for Decision:</b> Access to relevant support and expertise to engage with tenants to fulfil the outcome of the housing support review, by way of individual support planning meetings which will connect tenants to support and assistive technology services where required. This directly supports the HRA business plan and outcome of the housing support review.	
<b>9. Authority / Legal Power:</b> The Director for Housing and Communities has authority to access the reserve to support the delivery of housing functions. On 28 <sup>th</sup> July 2022 <a href="#">Council resolved</a> to:  “Delegate authority to the Director for Housing and Communities 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 up to a maximum of £500k in any one year subject to the financial viability of the HRA Business plan not being undermined”	
<b>10. Background Papers attached?</b>	<ol style="list-style-type: none"><li>1. Council report and decision to confirm delegation: <a href="https://democracy.melton.gov.uk/ieListDocuments.aspx?CId=133&amp;MID=1353#AI7579">https://democracy.melton.gov.uk/ieListDocuments.aspx?CId=133&amp;MID=1353#AI7579</a></li><li>2. <a href="#">HRA Business Plan</a></li><li>3. <a href="#">Housing Support Review, Cabinet Report</a></li></ol>

## 11. Alternative options available / rejected:

Manage within existing housing resources: will create extended timeframe and impact on delivery.

## 12. Implications:

<b>Legal</b>	<p>On 28 July 2022 <a href="#">Council resolved</a> to:</p> <p>“Delegate authority to the Director for Housing and Communities 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 up to a maximum of £500k in any one year subject to the financial viability of the HRA Business plan not being undermined”</p> <p>The decision fits within the delegation.</p> <p>[Legal Approval – 26 February 2025]</p>
<b>Finance</b>	<p>It is affordable to access £15,765 from the HRA Regeneration and Development reserve to enable increased capacity within the Community Support Hub to support the outcome of the housing support review.</p> <p>[Finance Approval – Director for Corporate services 27 February 25]</p>
<b>HR</b>	<p>HR matters dealt with separately, allowing for staffing resources to be deployed to support the project.</p>

## 13. APPROVAL/SIGN OFF

**Signature of Decision  
Maker with authority to  
sign**

Signature redacted  
**Director Housing & Communities, Deputy Chief Executive**

**Date:**

**5 March 2025**