

Decision under Delegated Powers

1 x FTE Allocations Officer H379 from 1st April 2023

Officer requesting decision

Peter Oliver - Head of Landlord Services

Officer making the decision

Eileen Mallon - Strategic Director, Community, Planning, and Housing

Recommendation

This post is currently fixed term to the 31st March 2023. The recommendation is to make the post permanent at J009 1 x FTE Allocations Officer H379 from 1st April 2023 funded through the housing revenue account financing fund reserve.

Reason

To minimise void relet times and maximise rental income.

Authority for decision

Under Section 8 of Constitution the Head of Paid Service (Chief Executive) has delegated authority to agree changes to the establishment, within budget and without major operational disruption or interruption of services or involving a change from direct to indirect provision or vice versa or other policy implications. This has been further sub-delegated by the Chief Executive to Strategic Directors/Heads of Service in certain circumstances (DD 002 021 refers).

This decision falls within the scope of that delegation.

Decision and date

Approved 24th August 2022

Eileen Mallon, Strategic Director

Background

DD065022 provided for 1 x FTE Allocations Officer H379 on a fixed term basis to 31st March 2023 funded through the Homelessness Prevention Grant.

The post is needed on a permanent basis to minimise void relet times and maximise income.

Comments from HR

HR Advisor: S Choudhury (10/08/22)

Summary of Comments from HR: Once DD is approved management will need to advertise the post in line with CBC's recruitment policy.

Financial implications

At 2022/23 rates this will cost £39,400 at the top of scale. The cost will be financed through the HRA Budgets, which will lead to a reduction in the available balance that could be transferred to the HRA Financing Fund. (2023/24 uplifted salary information is not available at this time).

Risk management

No specific financial risks have been identified with this report.

Key decision: No