

TONBRIDGE AND MALLING BOROUGH COUNCIL

RECORD OF EXECUTIVE NON-KEY DECISION

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| Decision Taken By: Cabinet Member Finance and Housing | Decision Number: D250028MEM |
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Date: 20 March 2025

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| Decision(s) and Reason(s) |
| Housing Improvement Team – Extension of Temporary Resource |
| <p>The Housing Improvement Team currently has on establishment 2FTE Housing Technical Officer (HTO) roles. The team have been carrying a vacancy of 0.4FTE HTO, had a recent resignation from a 0.6FTE HTO postholder and a flexible working request from a 1.0FTE HTO postholder. The flexible working request has now been agreed which has allowed Management Team to approve the recruitment of a 1.0 FTE post (combining the 0.4 and 0.6FTE posts) and this process will commence imminently.</p> <p>In the meantime, to cover the vacancies within a team that manages an increasing focus on property conditions e.g. damp and mould complaints, Renters Rights Bill preparation along with statutory functions related to housing enforcement, HMOs, Disabled Facilities Grant and Public Health, we have had agreement to fund a temporary resource within the team through management savings until the end of March 2025.</p> <p>It is proposed to continue with this resource in place from 01 April until 30 June 2025 to allow for the above-mentioned recruitment process to take place. The cost of this is a maximum of £10,500 (agency cost minus existing establishment cost) and this can be funded from the Housing Assistance reserve.</p> <p>Following consideration of the options, the Cabinet Member for Finance and Housing, RESOLVED that:</p> <p>(1) to ensure continuity of statutory services within the Housing Improvement Team, the temporary staffing resource be continued from 1 April until 30 June 2025 and be funded, at a maximum cost of £10,500, from the Housing Assistance Reserve.</p> |
| Reasons for decision: |
| To ensure continued service delivery and manage contractual arrangements whilst other decision-making processes take place. |

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| Signed Cabinet Member for Finance and Housing: | K Tanner |
| Signed Leader: | M Boughton |
| Signed Chief Executive: | D Roberts |
| Date of publication: | 26 March 2025 |

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.