

Decision under Delegated Powers**Officer Requesting Decision**

Katie Moore – Housing Needs Manager

Officer Making the Decision

Alison Simmons - Head of Strategic & Private Sector Housing

Recommendation

To approve the change to the job title for post H150 to "Housing Options Officer". The post reports to the Senior Housing Options Officer.

Reason

The Job Profile for the H150 post has recently been reviewed to reflect changes to the role that will be required relating to the Homelessness Reduction Act, which is due to come into effect in April 2018. A new job title for the post is one of the changes that is being proposed.

Authority for Decision

Section 8.2, of the Constitution gives delegated authority to Heads of Service, following consultation with the Council's Human Resources team and subject to the decision complying with the Council's existing policies, (following consultation with the Council's Human Resources team and subject to the decision complying with the Council's existing policies):

Authority to agree changes to the establishment, within budget and without major service or policy implications, affecting no more than five posts (irrespective of their post number) in any single case, is delegated to the Head of Paid Service (Item 6 on page 8-4 of the Constitution). This has been further delegated to Heads of Services in certain situations (DD28 11/12), which this decision falls within.

Decision and Date

Alison Simmons
Head of Strategic and
Private Sector Housing

9th January 2018

Background

The Homelessness Reduction Act will bring changes to the definition of homelessness (currently those who are homeless or at risk of homelessness within 28 days are eligible to make a homeless application and the threshold is being increased to 56 days) and a substantial number of new statutory duties such as duties to prevent and relieve homelessness for all groups (regardless of priority need status). Changes to the Housing Options Team's operational processes are being made in advance of the implementation of the new Act in order to ensure the service is adequately prepared. This will result in some slight changes to the H150 role.

Some changes to the H150 job profile have been proposed to reflect the new legislation (these changes do not affect the salary grade for the post). One of the changes is a proposed change to the job title for the post to "Housing Options Officer". This title will more accurately reflect the nature of the role and assist to differentiate the role from that of other Housing Officers within Charnwood Borough Council and those from other organisations. In addition, this title is more closely related to that of the line manager for the post (the Senior Housing Options Officer).

Comments from HR

HR Adviser: Anna Cairns (9/1/17)

The changes to the Job Profile have been considered by a Job Evaluation panel and the appropriate advice given regarding re-issuing to all employees of the same job title.

Financial Implications

There are no financial implications.

Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
This request is not approved and there is no change to the job title. This may result in confusion between this role and that of other Housing Officers within different departments and in queries being directed to the wrong officers/teams.	Medium	Low	Ensure that the differences between Housing Officers in different teams clearly communicated.

Key Decision: No.

Background Papers: N/A.