

## Decision under Delegated Powers

### Officer Requesting Decision

Alison Simmons - Head of Strategic & Private Sector Housing

### Officer Making the Decision

Geoff Parker - Chief Executive

### Recommendation

To approve the creation of a new Social Lettings Coordinator (job profile as attached, job evaluated on the 6<sup>th</sup> June 2017) at salary grade S01 on a 12 month fixed term contract for up to 37 hours per week with effect from the start date of the successful applicant.

This post will report to the Housing Needs Manager.

### Reason

To improve links with local private sector landlords and letting agents in order to increase access to and availability of private sector accommodation for homeless and lower income households in the local area.

### Authority for Decision

Section 8.2, of the Constitution gives delegated authority to the Chief Executive 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.

### Decision and Date

APPROVED



16 JULY 2017

### Background

Charnwood Borough Council's Housing Options and Allocations teams are seeing increasing levels of demand for housing from vulnerably housed and homeless households. The current availability of Social Housing locally is not sufficient to meet demand. As at 30/06/17, there are 2,362 households on the Council's Housing Register but only 155 void Charnwood Borough Council properties (73 of which are age restricted bedsits within Sheltered Housing Schemes).

The Homelessness Reduction Act is due to be implemented in April 2018. The Act places new duties on Local Authorities in relation to the prevention and relief of homelessness and is expected to lead to a significant increase in demand for temporary and longer term housing options.

The Social Lettings Coordinator will work to improve access to and increase the availability of accommodation within the private sector for homeless and low income households, such as by working closely with the Council's Empty Homes Officer to ensure that empty properties are brought back into use.

### **Comments from HR**

HR Adviser: Anna Cairns (4/7/17)

Once approved the normal recruitment process needs to be followed.

### **Financial Implications**

The cost of a full time officer at the top of scale S01 with essential car user allowance and other on costs for 12 months would be up to £39,700.00.

Charnwood Borough Council received Homelessness Prevention Grant funding of £102,937.00 in 2017/18. £27,000.00 of this grant is uncommitted. A grant of £103,257.00 is due to be received in 2018/19 and £27,320.00 of this is expected to be uncommitted.

This funding is sufficient to cover the cost of this new post during 2017/18 (approximately 8 months of the 12 month term) and during 2018/19 (approximately 4 months of the 12 month term).

### **Risk Management**

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
This DD is not agreed and the supply of housing will fail to meet the increasing demand for housing, potentially leading to increased homelessness and temporary accommodation spend.	Medium	Medium	The Homelessness Prevention Grant can be used to fund temporary accommodation.
It is not possible to recruit to this post on a fixed term contracts.	Low	Medium	Attempt to recruit agency staff via matrix (this may have higher cost implications but there is likely to be sufficient budget to cover this).

Key Decision:

No.

N/A.