

## Decision under Delegated Powers

### Officer Requesting Decision:

Head of Strategic and Private Sector Housing – Alison Simmons

### Officer Making the Decision:

Chief Executive – Rob Mitchell

### Recommendation:

To approve the creation of 1 x FTE CBC Landlords Officer post at Salary Grade E for a period of 9 months, £28,400 for the salary (including on-costs) plus £1,100 for the essential car user allowance at a cost of £29,500. This post will report to the CBC Lettings Coordinator.

To approve the use of the Ministry of Housing Communities and Local Government Preventing Repossessions and Evictions Grant for the costs associated with this post.

### Reason:

To resolve problems between private sector landlords and tenants in order to prevent evictions and support tenancy sustainment and prevent homelessness within Charnwood.

### Authority for Decision:

Section 8 of the Council Constitution contains authority for the Head of Paid Service (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 (item 6 on page 8-4 of the Constitution).

### Decision and Date:



Approved 24/07/20

### Background:

Once of the main causes of homelessness within Charnwood in recent years has been the loss of private rented accommodation.

It is anticipated that as a result of the COVID-19 emergency lockdown, there may be an increase in number of households who are experiencing financial difficulties and who have rent arrears and who will therefore be at increased risk of homelessness.

The delays to possession proceedings as a result of the restrictions that have been in place during the lockdown may provide an opportunity for the provision of advice and support to private sector landlords to assist them to resolve issues with their tenants, alongside the provision of advice and support to private sector tenants to

resolve issues with their finances.

The role of the CBC Landlords Officer will be to resolve issues between private sector landlords and tenants in order to prevent evictions within Charnwood. The CBC Landlords Officer will report to the CBC Lettings Coordinator and will work closely with the CBC Lettings Officers and with the Housing Options Team.

Where an eviction cannot be prevented by the CBC Landlords Officer, the CBC Lettings Officers will attempt to identify a new tenant for the property. The post will therefore support the prevention of homelessness and the relief of homelessness within Charnwood.

The CBC Lettings Coordinator will continue to be the lead officer for the coordination of the CBC Lettings service, leading on all aspects of the service including managing the CBC Lettings staff and working with private sector landlords and letting agents and statutory and voluntary service providers in order to prevent and reduce homelessness and rough sleeping in Charnwood and across Leicestershire and Rutland.

### **Summary of Advice Provided by HR:**

HR Adviser: Anna Cairns (9/7/20)

This new post has been Job Evaluated and scored at Grade E. The normal recruitment process should be followed.

### **Financial Implications:**

The cost for 1 x FTE CBC Landlords Officer at Grade E for a period of 9 months is £28,400 for the salary (including on-costs) plus £1,100 for the essential car user allowance (a total cost of approximately £29,500).

The post will be funded from the £37,147 Preventing Repossessions and Evictions Grant funding awarded to Charnwood Borough Council by the Ministry of Housing, Communities and Local Government.

### **Risk Management:**

Risk Identified:	Likelihood:	Impact:	Risk Management Actions Planned:
This DD is not agreed and there will be fewer resources for the prevention of evictions from private sector properties within Charnwood.	Low	Medium	The funding can potentially be used to set-up a grant to assist with the payment of rent arrears for private sector tenants.
It is not possible to recruit to the new post on a fixed term contract.	Low	Medium	Attempts to recruit temporary agency staff via Matrix (please note that this may have increased financial implications).

Key Decision:

No

Background Papers: N/A