

Decision under Delegated Powers

Officer Requesting Decision

Katie Moore – Housing Needs Manager

Officer Making the Decision

Alison Simmons – Head of Strategic and Private Sector Housing

Recommendation

To approve the temporary increase in hours of the Housing Options Officer (H150) post by 37 hours per week between 1st April 2021 and 31st March 2022.

To approve the use of Ministry of Housing, Communities and Local Government Flexible Homelessness Support Grant for the costs associated with this request.

Reason

An additional temporary resource is required within the Housing Options Team to assist with an anticipated increase in homeless applications.

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) to make temporary appointments to be held against existing permanent posts or within the overall budget;

[Item 2 on page 8 - 3].

Decision and Date



Alison Simmons

Head of Strategic and Private Sector Housing

Background 10th December 2020

The Housing Options Team consists of 1 x FTE Senior Housing Options Officer and 9 x FTE Housing Options Officers.

It is anticipated that Charnwood Borough Council will see increases in Homeless applications during 2021-2022 due to increases in housing issues and homelessness resulting from factors associated with the COVID-19 pandemic, such as loss of employment, tenant rent arrears and landlord mortgage arrears.

1 x additional FTE Housing Options Officer will ensure that there are sufficient resources within the Housing Options Team to manage this anticipated increase in applications.

Comments from HR

HR Adviser: Anna Cairns

The normal recruitment process should be followed.

Financial Implications

Approximately £38,200 is required for the cost of 1 x FTE Scale E Housing Options Officer for a period of 12 months.

Approximately £1,400 is required for the cost of 1 x Essential Car User allowance for this officer for a period of 12 months.

£525,159 Flexible Homelessness Support Grant was awarded to Charnwood Borough Council by the Ministry of Housing, Communities and Local Government between 2017-2018 and 2020-2021.

A sufficient amount of this grant is still available to cover the costs associated with this request.

Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
This DD is not agreed and there is insufficient cover within the Housing Options service to manage the anticipated increase in homeless applications. This could result in increased homelessness, temporary accommodation spend, complaints and legal challenges.	Medium	Medium	Offer over-time to existing staff within the Housing Options Team (this would have cost implications, but there is likely to be sufficient funding available to cover these costs).

Key Decision: No

Background Papers: N/A