

# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **Personnel Committee**

15th October 2018

### **Report of the Interim Head of Adult Services – Angela Thomas**

**Matter for Decision,**

**Wards Affected:**

All wards

### **Homelessness and Housing Options - Management of Change**

#### **Purpose of the Report**

1. The purpose of this report is to seek Members approval to amend the permanent staffing structure of the Homelessness and Housing Options Team.

#### **Executive Summary**

2. It is proposed to restructure the Homelessness Service into 3 clearly defined teams
  - a. Housing Options Service
  - b. Accommodation and Resettlement
  - c. Social Letting Agency.

3. A number of posts have been created, changed or deleted as below:

Posts created

1.0 x FTE GR 11 Homelessness & Housing Options Manager

1.0 x FTE GR 6 Support and Accommodation Officer

1.0 x FTE GR 6 Private Sector Housing officer

1.0 x FTE GR 5 Housing Options Financial Inclusion Officer

2.0 x FTE GR 4 Support and Resettlement Assistant

1.0 x FTE GR 3 Maintenance / Caretaker

Posts deleted

1.0 x FTE GR 7 High Risk Officer

1.0 x FTE GR 7 Property Manager Negotiator

1.0 x FTE GR 3 Business Support Assistant (Social Lettings Agency)

Other Changes

Principal Officer for Housing Renewals and Adaptations takes over the Homelessness and Housing Options service.

1 x Senior Housing Options Officer - renamed to Housing Options Team Leader

1 x Senior Support & Resettlement Officer - renamed to Housing Options Team Leader

1 x Housing Options Officer – renamed to Support and Accommodation officer, based at interim accommodation.

2 X Support Resettlement Assistants to be made permanent

Senior Housing Surveyor - HRAS Relocations to take over the management of Social Lettings Agency

Social worker to be located at Lewis Road.

Accommodation Officer to be relocated to Beaufort house.

Private Sector Housing Officer to relocate to Tregelles Court.

Llamau Mediation Worker to relocate to Lewis Road.

## **Background**

4. The Homelessness and Housing Options department has gone through a number of changes over the last few years with a change in legislation, benefits and funding and also a significant increase in demand for its services some due to the knock on effect of the benefit changes.
5. The number of interim accommodation units has significantly increased with the re-opening of the hostel at Beaufort House.
6. The demand for housing through the Social Lettings Agency is increasing.
7. The current structure is no longer suitable moving forward.

## **Financial Impact**

8. The additional cost of the posts will be funded from within the Homelessness Budget with a combination of savings made from deletion of other posts and also from the Supporting People grant.

## **Equality Impact Assessment**

9. There is no equality impacts associated with this report.

## **Workforce Impacts**

10. The proposed changes will increase the capacity within the establishment having a positive impact on the workforce, the changes will create a number of permanent posts rather than the on-going temporary arrangements and also give promotion opportunities. The new arrangement will stabilise the team and improve morale. The employees affected and Trade Unions have been fully consulted on the proposal.

## **Legal Impacts**

11. There are no legal impacts associated with this report.

## **Risk Management**

12. There are no significant risks associated with this proposal.

## **Consultation**

13. There is no requirement under the Constitution for external consultation on this item.

## **Recommendations**

14. It is recommended that members approve the above changes to the structure for the Homelessness and Housing Options Team as follows:-
15. Posts created
16. 1.0 x FTE GR 11 Homelessness & Housing Options Manager
17. 1.0 x FTE GR 6 Support and Accommodation Officer
18. 1.0 x FTE GR 6 Private Sector Housing officer
19. 1.0 x FTE GR 5 Housing Options Financial Inclusion Officer
20. 2.0 x FTE GR 4 Support and Resettlement Assistant
21. 1.0 x FTE GR 3 Maintenance / Caretaker
- 22.
23. Posts deleted
24. 1.0 x FTE GR 7 High Risk Officer
25. 1.0 x FTE GR 7 Property Manager Negotiator
26. 1.0 x FTE GR 3 Business Support Assistant (Social Lettings Agency)

Other Changes:-

27. Principal Officer for Housing Renewals and Adaptations takes over the Homelessness and Housing Options service.
28. 1 x Senior Housing Options Officer - renamed to Housing Options Team Leader
29. 1 x Senior Support & Resettlement Officer - renamed to Housing Options Team Leader
30. 1 x Housing Options Officer – renamed to Support and Accommodation officer, based at interim accommodation.
31. 2 X Support Resettlement Assistants to be made permanent
32. Senior Housing Surveyor - HRAS Relocations to take over the management of Social Lettings Agency
33. Social worker to be located at Lewis Road.
34. Accommodation Officer to be relocated to Beaufort house.
35. Private Sector Housing Officer to relocate to Tregelles Court.
36. Llamau Mediation Worker to relocate to Lewis Road.

#### FOR DECISION

37. Implementation of Decision
38. The decision is proposed for implementation after the three day call in period

#### Appendices

39. Appendix 1 - Existing Structure
40. Appendix 2 - Proposed Structure
41. Appendix 3 - Financial appraisal.

#### **List of Background Papers**

42. None

## **Officer Contact**

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