

Job Profile

Gloucestershire Housing Partnership Rough Sleeping Contracts Lead

Grade G JE ID JE14242

Date: June 26



Gloucester
City Council

About the Job

The Gloucestershire Housing Partnership Team works across the county to implement ending rough sleeping plans with local authorities in Gloucestershire.

We commission services that offer direct access accommodation, supported housing and other vital support for people facing multiple disadvantage. We are committed to supporting people sleeping rough off the streets and helping to develop their wellbeing and stability, with a longer-term aim to reduce and then eradicate rough sleeping.

This role is instrumental in commissioning, managing and monitoring the contracts for those services.

The Homelessness and Rough Sleeping Grant funding has been delivered to individual local authorities, but in Gloucestershire, districts work together to collaborate on solutions for rough sleeping and jointly fund programs through the Gloucestershire Housing Partnership.

The Housing Partnership Team work in a flexible hybrid way, with 80% remote working. Applications are welcomed from people with lived experience.

This is what we need you to do..

1. Support the contract management of a range of commissioned services as part of the countywide partnership approach to ending rough sleeping, including Outreach services, Housing-Led services and multi-disciplinary team. This includes ensuring services are maintained and developed, deliver high quality and value for money, and enable partners to understand and evaluate outcomes achieved.
2. Maintain and evaluate statistics, reporting and emerging evidence related to the delivery of services for people sleeping rough in Gloucestershire and the wider sector. Provide advice and recommendations to partners regarding outcomes achieved, barriers, and gaps in provision to inform service and strategy development.
3. Ensure operational protocols, pathways and joint policies are in place where required, enabling equitable access to jointly commissioned services. Chair or convene panels or stakeholder meetings to coordinate delivery and hold partners to account for shared commitments.
4. Complete accurate and relevant data submissions, including DELTA returns to MHCLG. Act as the named contact for MHCLG regarding rough sleeping support contracts in Gloucestershire.
5. Monitor performance and compliance, implement service improvements where necessary, and produce monitoring and performance reports to meet funder requirements.
6. Develop and maintain positive working relationships with key partners and stakeholders, championing the voice of lived experience in service review and evaluation and promoting the value of employing people with lived experience.
7. Communicate effectively through correspondence, verbal briefings,

reports and presentations, explaining statistics, procedures and requirements clearly.

8. Coordinate delivery of responses to rough sleeping on behalf of the partnership. For example, commissioning, monitoring, evaluating and reporting on impact of emergency provisions during Winter SWEP.
9. Identify training gaps across the system, develop and deliver training to meet the needs of professionals working with individuals facing multiple disadvantages across Gloucestershire.
10. Use data and other drivers to inform commissioning decisions and revised service approaches.
11. Oversee contract management for the Outreach service, Somewhere Safe to Stay Hub, Complex Homelessness Partnership Support Service (Multiple Disadvantage Team), and Enhanced Housing Support Services, including data analysis, issue resolution with stakeholders, and escalation of systemic issues to the Programme Management Group.
12. Monitor deaths in services reports from contracted services and report and maintain a Homelessness Fatality Surveillance procedure for the partnership.
13. Work with the Housing Partnership Project Support Officer to develop a database of individuals using services across the system.
14. Work in partnership with Gloucestershire County Council's Making Every Adult Matter coordinator to identify barriers and escalate responses for people facing multiple disadvantage.
15. Provide recommendations to relevant county groups, including the Oversight Group, on addressing gaps and improving service coordination.
16. Support the development of bids for new funding opportunities and

provide technical input into the design and commissioning of new services where funding is secured.

17. Where appropriate, support partners in responding to requests from councillors, directors, FOI requests and media enquiries, in line with GDPR requirements.
18. Oversee and coordinate delivery of the annual statutory street count and estimate undertaken by the six district councils, alongside related statistics.
19. Contribute to local homelessness faith and voluntary and community sector forums.
20. Explore best practice models of homelessness prevention, including personalisation, assertive outreach and rough sleeping prevention, and provide recommendations for implementation.
21. Support the Partnership Manager with income generation and business growth options, ensuring quality, customer focused and value for money decisions.
22. Undertake additional duties as reasonably required within the Gloucestershire Housing Partnership.
23. Promote a trauma informed approach to supporting people facing multiple disadvantage.



Monitoring and ongoing development of outcomes

As part of the annual appraisal, outcome-based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review and the council reserves its right to amend or add to the accountabilities listed above.

The ideal candidate will have...

Experience

- Successfully leading projects that have resulted in positive change.
- Working with people sleeping rough or facing multiple disadvantage.
- Contract management.
- Budget management.
- Coping well under pressure and managing difficult situations.
- Working with senior personnel within councils or other organisations.

Knowledge, Skills and Understanding

- Ability to oversee and evaluate the work of others, providing advice, guidance, support and challenge.
- Strong organisational and implementation skills.
- Understanding of trauma-informed, strengths-based approaches.
- Ability to present complex information clearly in written and verbal formats.
- Experience preparing or presenting material for media use.
- Strong working knowledge of Microsoft Excel, with the ability to accurately interpret, analyse, and present data to inform decision making.
- Ability to identify and respond to political context and advise senior officers.
- Strong negotiation and stakeholder engagement skills.
- Ability to work with evolving technology and embrace digital transformation.

Behavioural Attributes

Aligns with our Values and Behaviours ([Available here](#))

Expected to perform at level 2 of Gloucester City Council's Behaviours Framework

Education & Qualifications

Essential

- Qualifications to at least GCSE level (**or equivalent**), including English and Maths
- A relevant qualification **or equivalent** demonstrable experience in housing, homelessness, commissioning, contract management, public services, or a closely related field.