

Job Description & Person Specification	
GLCCA Area: Growth and Investment	Job Ref Number:
Contract: 3 Year Fixed Term Contract 2029	Grade: G10
Politically Sensitive: No	
Job Title: Housing Programme Manager	
PURPOSE OF JOB: The Housing Programme Manager will act as Greater Lincolnshire Combined County Authority's strategic lead for homelessness and rough sleeping, providing regional leadership to support local authorities and partners in preventing homelessness, reducing rough sleeping and improving outcomes for vulnerable residents. The post holder will lead the development and delivery of a Greater Lincolnshire Homelessness and Rough Sleeping Action Plan, translating national priorities and funding requirements into a coordinated programme of regional activity. Working across local authorities, health partners, criminal justice agencies, the voluntary and community sector, MHCLG and other strategic stakeholders, the role will promote a preventative, evidence-led and partnership-based approach to tackling homelessness and rough sleeping. The post holder will act as a trusted adviser and subject matter expert, providing strategic leadership, influencing policy and practice, securing collaborative action and ensuring effective governance, monitoring and reporting of programme outcomes across the region. The post holder will also work across the housing programme within the GLCCA. Assist local authorities by providing strategic support and leading partners across the region to tackle homelessness and rough sleeping by: Setting the regional ambition on homelessness, in partnership with local authorities, and develop regional structures to deliver these ambitions. Encouraging a preventative approach to homelessness and rough sleeping. Convening homelessness and rough sleeping partners, including in the voluntary, community and faith sectors, to strengthen services across the region. Delivering, as appropriate, region-specific interventions that will enhance the statutory work of local authorities and relevant public sector partners with regard to homelessness and rough sleeping.	

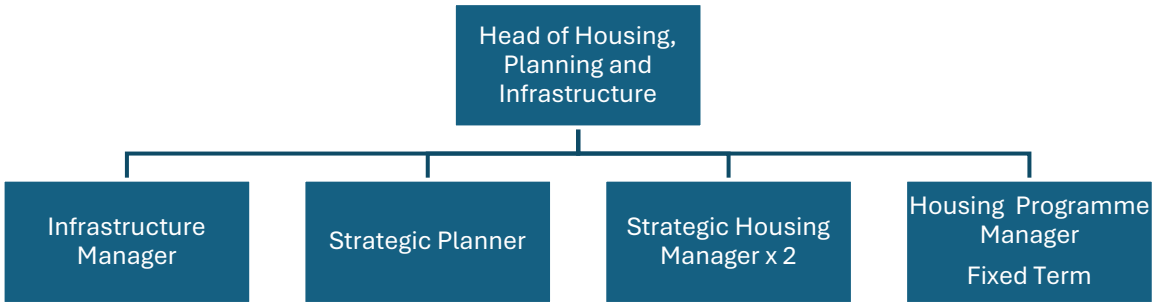
The post holder will lead the development high-level action plan, ensuring Greater Lincolnshire has a clear, coordinated approach to preventing homelessness and reducing rough sleeping.

Working closely with local authorities, health partners, probation services, MHCLG, voluntary sector organisations, and other key stakeholders, the role will translate strategic objectives into deliverable actions, driving system-wide collaboration and accountability leading to improved outcomes for vulnerable residents.

This is a fixed-term post funded through the Ministry of Housing, Communities and Local Government (MHCLG) Homelessness and Rough Sleeping Programme until 31 March 2030, subject to continued annual funding allocations.

TEAM STRUCTURE:

The Homelessness Programme Co-ordinator reports directly to the Head of Service for Housing, Infrastructure and Planning and will sit alongside the Strategic Housing Officer and Strategic Planner.



MAIN DUTIES:

The Post Holder will be directly responsible for successfully executing the following duties:

1	Lead the strategic development, governance and delivery of the Greater Lincolnshire Homelessness and Rough Sleeping Programme and associated funding.
2	Translate national funding guidance into locally deliverable plans, working across partners to ensure compliance, impact, and value for money.
3	Develop, maintain and oversee delivery of an annual regional action plan setting out agreed priorities, outcomes, delivery arrangements and performance measures

4	Convene and lead multi-agency working groups to support delivery of strategic objectives and to facilitate collective accountability for delivering agreed outcomes.
5	Develop and manage strategic partnerships with local authorities, housing providers, MHCLG, health services, the voluntary sector and other key stakeholders to support homelessness prevention and housing stability.
6	Establish robust performance management arrangements, overseeing monitoring, evaluation, risk management and reporting against agreed outcomes and funding requirements
7	Drive a focus on prevention, early intervention, and system-wide integration to improve outcomes for residents experiencing or at risk of homelessness
8	Represent the Combined Authority at regional and national forums in relation to homelessness and rough sleeping, acting as the strategic voice for Greater Lincolnshire.
9	Work in partnership with Local Authorities, alongside other statutory and non-statutory partners, to support them to deliver their Outcomes Framework.
10	Work with the Lincolnshire Safeguarding Adults board to assist with understanding and embedding of requirements as set out within the ministerial statement.
11	Provide expert advice and briefing on homelessness and rough sleeping matters to senior officers, elected members and partners, including responses to MHCLG requests, consultations and funding opportunities.
12	Champion continuous improvement by analysing data trends, undertaking research, sharing best practice and understanding national policy developments to inform strategic decision-making.
13	Manage budgets and funding allocations in line with governance requirements, ensuring transparency, accountability, and audit readiness.
14	Provide independent strategic challenge and influence across the homelessness system, identifying barriers to delivery, promoting innovation and supporting partners to achieve improved outcomes.
15	Lead the production of reports, briefings and updates for senior officers, elected members, partnership boards and government departments, ensuring effective governance and oversight of the programme.
This is not a complete statement of all duties and responsibilities of this post. The postholder may be required to perform other duties as directed by their line manager that are commensurate with the level of the post. This document will also be supplemented by key objectives which will be set through the performance and development review process.	

PERSON SPECIFICATION	
Requirements	Essential/ Desirable
Degree level qualification in relevant subject area or equivalent experience	E
Significant experience working within homelessness, housing, rough sleeping services, or related public sector fields across a number of different locations, e.g urban, rural coastal areas.	E
Experience of operating at a management level in a complex, diverse organisation, preferably public sector/local government.	E
Strong understanding of homelessness legislation, national policy, and best practice models.	E
Experience using data and insight to inform strategy and decision-making.	E
Experience of preparing reports, briefings and recommendations for senior leaders, partnership boards or elected members.	E
Understanding of local government, combined authority and partnership governance arrangements, and the ability to operate effectively within a politically sensitive environment.	E
Ability to make autonomous decisions on difficult and contentious issues, often under tight and changing timescales	E
Ability to work at pace and plan and organise a broad range of complex activities, formulating and adjusting plans to reflect changing circumstances	E
Ability to operate in a complex, political environment and act decisively within the context of accurately analysing the risks and benefits of different courses of action.	E
Ability to travel for work purposes	E
Experience of partnership working, negotiation, and influencing decisions to secure organisational aims	E
Experience of leading complex programmes or projects involving multiple stakeholders and delivery partners.	E
Experience of preparing reports, briefings and recommendations for senior leaders, partnership boards or elected members.	E
Experience of budget management, of budgets from a diverse range of sources, managing financial reporting and performance.	D
Experience of delivering against competing priorities and deadlines	D
Specific knowledge of mental health, learning disabilities, homelessness, probation, young people and complex needs.	D