STROUD DISTRICT COUNCIL
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JOB DESCRIPTION

September 2026

Designation:	Housing Solutions Strategic Lead
Grade:	**STR 8**
Hours:	37 p/w
Location:	Ebley Mill and across the Stroud District
Job Purpose:	Provide strategic and operational leadership for the Housing Solutions services, ensuring delivery of statutory housing advice, homelessness, rough sleeping, temporary accommodation and resettlement duties.
Responsible to:	Strategic Head of Housing
Responsible for:	Housing Advice, homelessness prevention and relief, temporary accommodation, housing allocations, rough sleeping and international resettlement

KEY DUTIES

Strategic Leadership

- To provide strategic leadership for housing advice, homelessness prevention, rough sleeping, temporary accommodation, allocations and refugee resettlement, ensuring high-quality customer focused services are delivered
- To provide leadership and co-ordination of the delivery of the Council's statutory Housing duties
- To be the lead author of the Housing, Homelessness and Rough Sleeping Strategy, developing a tangible action plan that will lead to positive outcomes for residents of the district. To ensure this remains regularly reviewed and updated
- To provide professional advice to members, senior managers and senior leadership team

Service Delivery, Improvement and Innovation

- Ensure compliance with Housing Act 1996 (as amended), Homelessness Reduction Act 2017 and related case law and legislation.
- To ensure the Council's Housing Register and Allocations Scheme are administered lawfully, fairly and efficiently, ensuring appropriate governance and oversight arrangements are in place
- Drive proactive and positive prevention and early intervention approaches to reduce homelessness.
- To lead the Council's strategic response to rough sleeping, ensuring effective outreach, assessment, accommodation and resettlement pathways are in place across the district.
- Lead service planning, performance management, transformation and continuous improvement, using performance data and customer insight to improve outcomes and ensure services remain financially sustainable

- To identify and develop innovative housing pathways and accommodation solutions that increase access to suitable housing for homeless households and those at risk of homelessness.
- To work collaboratively with the wider housing department to deliver the Temporary accommodation strategy, reduce B&B spend and improve void turnaround times

Governance, Risk and Compliance

- To maintain robust quality assurance arrangements, ensuring that homelessness decisions, case files, reviews and statutory processes are legally compliant, customer focused and able to withstand legal challenge
- To ensure effective arrangements are in place for the timely completion of statutory homelessness reviews, appeals and associated legal processes
- To oversee the management of legal challenges, judicial reviews, ombudsman investigations and complex complaints relating to Housing Solutions services, minimising risk to the Council.
- To keep up to date with relevant policy, procedure and good practice guidance.

Financial Management and Resources

- To manage the capital and revenue budget programmes supporting the delivery of statutory housing, homelessness, housing advice, homelessness prevention and housing-related support services, including commissioning and grant funding programmes.
- To lead initiatives that reduce expenditure on temporary accommodation and ensure effective financial management of housing budgets.
- To identify, develop and maximise opportunities to increase the supply of suitable temporary and settled accommodation, reducing reliance on emergency and high-cost placements.

Partnership Working and External Representation

- Develop strategic partnerships with registered providers, health, police, voluntary sector and neighbouring authorities.
- To prepare and present professional material at public meetings, Council meetings as required
- Represent the Council at local, regional and national forums, promoting the Council's interests and securing opportunities for partnership working and external funding

Safeguarding and Vulnerability

- To ensure services are accessible, inclusive and responsive to the needs of vulnerable and disadvantaged households, promoting equality of opportunity and reducing housing inequalities.
- To provide strategic leadership for safeguarding and domestic abuse within Housing Solutions, ensuring effective multiagency working and appropriate support for vulnerable adults, children and households with complex needs.

People Leadership

- Lead and develop managers and staff through effective performance management.
- To ensure that all Housing Solutions staff maintain up-to-date professional knowledge through structured training, development and competency frameworks, creating a culture of continuous learning and professional excellence

- To promote a culture of accountability, innovation, learning and customer-focused service delivery across Housing Solutions

SKILLS AND KNOWLEDGE

- Extensive knowledge of homelessness legislation, housing law, and statutory duties within a local authority context.
- Demonstrated leadership capability, with experience in people management, team development, and leading organisational change.
- Proven experience in budget management, financial planning, and the commissioning of services.
- Exceptional communication, negotiation, and stakeholder management skills, with the ability to build effective partnerships across organisations.
- Strong analytical skills, with the ability to interpret complex information and develop strategic, evidence-based solutions.
- Experience in staff supervision, performance management, and the application of employment policies and procedures.
- Excellent written and verbal communication skills, with the ability to present information clearly to a range of audiences.
- Highly organised, with the ability to effectively prioritise competing demands and manage workload to meet deadlines.
- Ability to undertake and lead complex work requiring advanced professional knowledge across a broad range of specialist disciplines.
- Comprehensive understanding of safeguarding legislation, policies, and best practice.
- Sound knowledge of domestic abuse legislation and statutory housing responsibilities relating to victims of abuse.
- Strong understanding of welfare reform initiatives and their impact on housing need, homelessness, and service provision.
- Expert knowledge of trauma-informed approaches and experience of working effectively with vulnerable individuals and households.
- Understanding of performance management frameworks, service improvement methodologies, and the effective use of data to drive decision-making.
- Proven track record of leading service transformation, continuous improvement, and organisational change programmes.
- Ability to identify, assess, and manage organisational risks, including reputational and operational risks.
- Strong influencing and relationship management skills, with the ability to engage effectively with senior leaders, elected members, partners, and external stakeholders.

COMPLEXITY AND CREATIVITY

- To interpret housing legislation and policies in a pragmatic manner, finding solutions wherever possible.
- To make a significant corporate contribution to new and innovative initiatives to assist in balancing the housing need, homelessness prevention and service demand pressures.
- To make a significant corporate contribution to health and wellbeing, homelessness, housing and refugee resettlement. The level and complexity

of issues being considered by the post holder will require a detailed understanding of the relevant legislation and its application and the ability to be innovative in approach.
- Planning, co-ordination and management of employees carrying out work across a range of different activities.
- Operate across complex legislative and political environments.
- Design innovative solutions

JUDGEMENT AND DECISIONS

- Make autonomous decisions on high-risk, high-profile housing cases, resource allocation and service priorities.
- Required to exercise discretion in a range of areas where advice is not normally available and policies and procedures provide only general guidelines.

CONTACTS

- Members of the Council
- Members and staff of other local authorities/partner agencies
- Government departments including MHCLG
- Other Regional and national bodies such as South West Councils
- Suppliers and contractors
- Members of the public

RESOURCES

- Responsible for Housing Advice, Homelessness Prevention, Rough Sleeping, Resettlement and Temporary Accommodation revenue budgets.
- Responsible for external grant funding streams including homelessness prevention, rough sleeping and resettlement programmes.
- Responsible for the effective use and monitoring of temporary accommodation expenditure.

GENERAL

- To work with communities sometimes outside normal office hours, including weekends.
- To ensure that at all times service delivery informs, reflects and supports the Council's prevailing aims and objectives.
- To work with colleagues across the organisation as required in support of organisational goals.
- To promote the Council's overall commitment to equality of opportunity/Diversity at all times and work within the requirements of the Council's Equality Scheme.
- To undertake all training and development initiatives as required.

- To work within Health and Safety guidelines in accordance with the Health and Safety at work Act.
- To work within the requirements of the Council's Environmental Policy and Management System.
- To undertake any appropriate duties required to meet the Council's obligations under the Civil Contingencies Act.
- To undertake all appropriate duties required to meet the Council's safeguarding obligations according to the Children's Act (2004), Working Together to Safeguard Children Statutory Guidance (2018), the Care Act (2014) and the Care and Support Statutory Guidance (2014), Mental Health Capacity Act (2005), and Deprivation of Liberty Standards (2007).

This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or developments.