

Job Description and Person Specification

Rough Sleeping Public Protection
Officer

A Lambeth to be proud of



Job Title: Rough Sleeping Public Protection Officer
Grade: PO1 - PO2
Department: Supported Housing Commissioning Team
Division: Housing Needs
Business Unit: D14111
Reports to: Lead Commissioner
Responsible for: N/A

Context

The Supported Housing Commissioning team manage numerous funding streams to support rough sleepers and single homeless people in the borough. These funding streams and amounts have grown over the years, which in turn, has increased the number of services and projects we commission and deliver.

Job Purpose

To work with the commissioned rough sleeping outreach service and other key partners to identify and support rough sleepers and known residents of supported accommodation involved in street activity and ASB, to address their support needs, stop engaging in street activity and access accommodation. Where all these supportive measures have been exhausted, the postholder will be expected to use enforcement approaches.

A key part of the role will be to lead on coordinating removal of tents and encampments where required. The postholder will be a self-starter and demonstrate creative thinking and resourcefulness to generate solutions to support with complex cases and partnership working.

Responsibilities

1. To work with the commissioned rough sleeping outreach service and other key partners to identify and support rough sleepers and known residents of supported accommodation involved in street activity and ASB, to address their support needs, stop engaging in street activity and access accommodation.
2. Where all these supportive measures have been exhausted, the postholder will be expected to use enforcement approaches.
3. To undertake tasked and proactive patrol duties, with the primary role of carrying out focused enforcement and investigation across the borough, addressing issues such as crime and disorder, anti-social behaviour, nuisance, environmental issues, and other offences committed by rough sleepers and known residents of supported housing.

4. The Crime and Disorder Act 1998 places a statutory duty on Lambeth Council to work in partnership with agencies, including the police to prevent crime and disorder in the borough. The Rough Sleeping Public Protection Officer will contribute to the council's legal responsibility and work for the purpose of assisting statutory community safety partners to deliver Safer Lambeth Partnership priorities under any criminal or civil enactment.
5. To attend all multi-agency meetings relating to ASB issues involving rough sleepers, including Lambeth Task and Targeting meetings, client case conferences, BTP meetings, BID meetings and any other meetings that will ensure ASB is addressed as quickly as possible.
6. To work alongside the Commissioning team, the rough sleeping outreach team and Rough Sleeping Initiative interventions to achieve the outcomes set out in the Rough Sleeping Strategy and work towards reducing rough sleeping and ASB as much as possible.
7. To respond as directed or tasked to Members Enquiries, FOI's, service requests or complaints.
8. The post holder will report to the Lead Commisisoner and where required to the ASB Enforcement Team Leader.
9. The postholder will be required to work to a shift pattern comprising of out of hours, evenings, weekends, and public holidays in order to meet service requirements.
10. Investigate civil and criminal offences in accordance with the Police and Criminal Evidence Act 1984 and Criminal Procedures Act 1996 or other appropriate legislation. Interviewing witnesses and obtaining evidence for use in court or other legal hearing. Taking and completing witness statements as required.
11. Undertake operational duties exercising civil and criminal enforcement powers. Prevent and detect crime and disorder, anti-social behaviour, environmental nuisance, and highways offences, where appropriate.
12. Where necessary, assist in the delivery of highway enforcement and regulatory services to ensure compliance with the relevant provisions outlined within the Highways Act 1980 and the London Local Authorities Act 1990 (as amended).
13. Maintain knowledge of legislation and policy relevant to the role and apply legislative tools proportionately, fairly, and consistently.
14. Preparation of civil and criminal case files for legal proceedings in accordance with the Criminal Procedures and Investigations Act 1996 and other appropriate legislation. To

support the prosecution of civil and criminal offences and presenting evidence in court or other legal hearing on behalf of the Council.

15. Ensure HR and all other policies and procedures are adhered to, attend training, briefing sessions, individual and team meetings as required. Complete records in respect of hours of duty, leave, incident reports and sickness absence as required.
16. Use all supplied equipment and systems as required or detailed in operating procedures or instructions. Adhere strictly to Standard Operating Procedures in respect of corporately supplied equipment and systems.
17. Utilise and wear Personal Protective Equipment at all times whilst on duty, when directed to do so, unless undertaking planned covert operations. Maintain corporate standards of attire and ensure Personal Protective Equipment is readily available and fit for purpose.
18. To take responsibility for ensuring compliance with council policies and procedures, including those aimed at promoting and safeguarding the welfare of vulnerable children and adults.
19. The post holder is required to hold an enhanced DBS certification from the Disclosure and Barring Service.

This is a career graded post. Relevant qualifications are required to progress beyond PO2.

Responsibilities Additional duties for P02 level officers – Public Protection Regulatory Noise Officers

Post holders at this level will hold a relevant degree in Environmental Health or Acoustics or hold a post-graduate diploma in Acoustics & Noise Control and hold membership of the Chartered Institute of Environmental Health (CIEH) or Institute of Acoustics (IoA). As such, in addition to the other Key Unit responsibilities will also:

1. Deliver noise nuisance related “responsible authority” functions (as outlined within the Licensing Act 2003) at neighbourhood level and assist with the assessment of premises licence applications, variations and Temporary Event Notices.
2. Consider the environmental impact of planning applications and make recommendations to the Planning Department about conditions to be attached to Planning permissions.
3. To attend Planning Applications Committee to advise members on noise and pollution issues as required.
4. Consider and process applications for prior consent for construction work under the Control of Pollution Act 1974. Ensure that appropriate work methods and plant are used to minimise noise and pollution from construction sites.

5. Be responsible for the setting of sound limiting devices in accordance with the “Responsible Authority” functions (as outlined within the Licensing Act 2003)
6. Represent Public Protection at Council Committees, regulatory groups, pan London networks and strategic forums as directed by the Public Protection Operations Manager or Public Protection ASB Team Leader.
7. To have responsibility for more complex cases as determined by the Public Protection Management Team
8. To deputise for the Public Protection ASB Team Leader as appropriate

PERSON SPECIFICATION
Rough Sleeping Public Protection Officer (PO1-PO2)

<p>It is essential that in you can meet the following requirements for the role and be able to give evidence or examples of your proven experience in each of the short-listing criteria marked Application (A).</p> <p>You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted.</p> <p>If you are applying under the Disability Confident scheme, you will need to give evidence or examples of your proven experience in the areas marked with "Ticks" (✓) on the person specification when you complete the application form.</p>			Shortlisting Criteria
<i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i>			
Key Knowledge	K1	Knowledge of relevant current issues affecting Rough Sleeping, Public Protection, community safety and local government in London.	✓A
	K2	Knowledge of the relevant legislative framework, including working knowledge of the provisions outlined within the Anti-Social Behaviour, Crime and Policing Act 2014, and the Environmental Protection Act 1990.	✓A
	K3	Sound working knowledge of the Police and Criminal Evidence Act, Criminal Procedure & Investigations Act 1996 and the Regulation of Investigatory Powers Act 2000.	
Relevant Experience	E1	At least one years' experience in a similar front-line Community Safety or regulatory enforcement role.	✓A
	E3	Experience of rough sleeping/ community safety/ ASB in a culturally diverse urban authority with multiple deprivation and complex social issues.	✓A
	E4	Demonstrable experience of working with partners across voluntary, statutory, community and business sectors.	✓A

Core Values and Behaviours		<p>Equity</p> <ul style="list-style-type: none"> • Listen to the views of others and ask for their opinions making sure that everyone in my team inputs into the things that matter. • Ensure fairness and justice is at the heart of my decision making and support to my team and others. • Take time to build trust, building the respect of our stakeholders and ensuring as a team we take accountability for doing what we agree to do. 	
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		<ul style="list-style-type: none"> • Develop others and ensure we work as one team for Lambeth, encouraging everyone to play their part • Take positive action to ensure everyone in my team has opportunities to learn and grow at work • Encourage everyone to be themselves at work and value who they are • I am inclusive and actively celebrate diversity, recognising everyone in my team as individuals. 	
		<p>Kindness</p> <ul style="list-style-type: none"> • Treat each member of my team with respect and dignity just as I would want for myself. • Encourage each member of my team to do their very best work and am available to them to provide support and guidance. • Personalise my support to each team members and look out for them, lending a hand wherever I can • Encourage everyone to try and learn from mistakes and use integrity to take action with my team to put things right together • Work with empathy seeking to understand each and every member of team, their unique perspective and circumstances and ensure everyone is heard • Take the time to communicate, being honest, open and genuine and taking the time to get to know team members as individuals. • Show compassion and patience recognising that everyone in the team has unique experience and celebrating the great work they do for Lambeth. • Look after the health and wellbeing of my team members and encourage open and regular discussions about the issues that impact on them, working together to find solutions. 	
		<p>Accountability</p> <ul style="list-style-type: none"> • I encourage and support my team to do the right thing even when it's tough and we communicate our decisions in a timely way • I ensure my team and employees take individual and collective accountability for performance and delivery, making sure that they have clear plans and performance objectives. 	<p>✓A</p>

		<ul style="list-style-type: none"> • I ensure my team plan ahead, getting the basics right and take swift action when problems arise • I encourage my team to be risk aware and ensuring that our decisions and actions are informed and understood and communicated to others. • I provide regular, timely and constructive feedback to my team members on their performance and behaviours and act quickly when performance is not on track. • I share my learning, knowledge and skills with others through coaching and mentoring and encourage others to do the same. • I ensure that my team and I put residents, communities, customers and their needs at the centre of everything we do. • I encourage my team to learn and grow and ask questions to find the information they need to do their jobs 	
		<p>Ambition</p> <ul style="list-style-type: none"> • Am proud of our borough and my team and encourage everyone in the team to aim for the highest possible standards of excellence in everything we do. • Encourage my team to be flexible and try new things when it's appropriate to do so and tell me what could be improved. • Promote a one team for Lambeth approach reaching out to our stakeholders to face our challenges together • Encourage and support my team to be courageous for our residents and communities and stop at nothing to ensure they have the best possible outcomes • I make time for the team to Innovate and look for creative ways to do things better, being curious about possibilities. • Positively challenge and encourage the team to collaborate and look for solutions together across service and team boundaries. • Make time for my team to grow and develop taking advantage of opportunities to learn from each other and others. We plan our learning and career growth. 	