

DELEGATION AGREEMENT

FUNCTION	PROBABLE RESPONSIBILITY IDENTIFIED IN THE GUIDANCE  (ALMO/Council/Shared)	ACTIVITIES THAT ARE NOT SET OUT IN THE GUIDANCE THAT MIGHT BE DELEGATED	SECTION 27 CONSENT REQUIRED?	FUTURE DELEGATIONS	FURTHER DELEGATION TO AREA BOARDS
<b>1. Housing Strategy</b>	<b>Council</b>				
1.1 Strategic work in partnership with RSLs and others	<b>Council</b>				
1.2 Tenant involvement in strategy	<b>Council</b>				
1.3 Market analysis	<b>Council</b>				
1.4 Enabling and resource planning	<b>Council</b>				
1.5 Contribution to corporate planning	<b>Council</b>				
<b>2. Stock Condition</b>	<b>Shared</b>		<b>Yes</b>		

<b>(including house condition surveys)</b>					
<b>3. Housing Needs</b>	<b>Council</b>				
3.1 Assessments	<b>Council</b>				
3.2 Surveys	<b>Council</b>				
<b>4. Home Energy Conservation Act</b>					
4.1 Implementation		<b>ALMO</b>	<b>Yes</b>		
4.2 Strategy		<b>Council</b>			
<b>5. Housing land and other assets</b>	<b>Council</b>				
<b>6. Homelessness</b>	<b>Council</b>				
6.1 Strategy and Policy					
6.2 homelessness functions					

<b>7. Housing Advice</b>	<b>Council</b>				
<b>8. Private sector housing:</b>	<b>Council</b>				
8.1 Renewal/redevelopment					
8.2 Renovation grants					
8.3 Disabled facilities grants					
8.4 Area renewal activity and clearance					
8.5 Work in relation to HMOs					
8.6 House condition surveys					
8.7 Home improvement agencies					
8.8 Fitness enforcement activity and other enforcement activity in respect of unsatisfactory housing conditions					
8.9 Empty property					

8.10	Energy efficiency					
<b>9.</b>	<b>Co-ordination with corporate policy in relation to:</b> Care Services Community safety Neighbourhood renewal Regeneration Housing and health Sustainable development Social exclusion Equalities		<b>Council</b>			
<b>10.</b>	<b>New tenancies</b>					
10.1	Housing Register		<b>Council</b>			
10.2	Making best use of housing stock		<b>Shared</b>	<b>Yes</b>		
10.3	Selection of tenants for vacant		<b>Council</b>			

	properties					
10.4	Notification to and signing of new tenants	<b>ALMO</b>		<b>Yes</b>		
10.5	Transfer waiting list management		<b>Shared</b>	<b>Yes</b>		
10.6	Granting of new tenancies	<b>ALMO</b>		<b>Yes</b>		
10.7	Successions		<b>ALMO</b>	<b>Yes</b>		
10.8	Mutual Exchange management		<b>Shared</b>	<b>Yes</b>		
10.9	Management of HOMES applications		<b>Council</b>			
<b>11.</b>	<b>Repairs and Maintenance</b>	<b>ALMO</b>		<b>Yes</b>		
11.1	Stock condition survey local authority housing		<b>Shared</b>	<b>Yes</b>		
11.2	Response repairs	<b>ALMO</b>		<b>Yes</b>		
11.3	Planned maintenance	<b>ALMO</b>		<b>Yes</b>		

11.4	Modernisation and improvements	<b>ALMO</b>		<b>Yes</b>		
11.5	Redevelopment and renewal	<b>Shared</b>		<b>Yes</b>		
11.6	Energy efficiency	<b>ALMO</b>		<b>Yes</b>		
<b>12.</b>	<b>Void and Empty Property Management</b>	<b>ALMO</b>		<b>Yes</b>		
12.1	Terminations	<b>ALMO</b>		<b>Yes</b>		
12.2	Inspection and repairs	<b>ALMO</b>		<b>Yes</b>		
12.3	Major repairs		<b>ALMO</b>	<b>Yes</b>		
<b>13.</b>	<b>Tenancy Management</b>	<b>ALMO</b>		<b>Yes</b>		
13.1	Estate Management	<b>ALMO</b>		<b>Yes</b>		
13.2	Enforcement of Conditions of Tenancy	<b>ALMO</b>		<b>Yes</b>		
13.3	Evictions and court action to support enforcement		<b>Shared</b>	<b>Yes</b>		

13.4 Alterations to Conditions of Tenancy		<b>Shared</b>	<b>Yes</b>		
13.5 Illegal occupation		<b>ALMO</b>	<b>Yes</b>		
13.6 Responsibility for Anti Social Behaviour Orders	<b>Council</b>				
13.7 Requests for Anti Social Behaviour Orders	<b>Shared</b>		<b>Yes</b>		
13.8 Subletting		<b>ALMO</b>	<b>Yes</b>		
13.9 Consent to improvements by tenant		<b>ALMO</b>	<b>Yes</b>		
13.10 Statement of reasons for refusal of improvements		<b>ALMO</b>	<b>Yes</b>		
13.11 Introductory tenancies		<b>Shared</b>	<b>Yes</b>		
13.12 Approve decoration allowances		<b>ALMO</b>	<b>Yes</b>		
<b>14. Estate</b>					

<b>Management</b>					
14.1 Caretaking housing schemes		<b>ALMO</b>	<b>Yes</b>		
14.2 Environmental services		<b>Shared</b>	<b>Yes</b>		
14.3 Grass cutting/ground maintenance		<b>ALMO</b>	<b>Yes</b>		
<b>15. Supported Housing</b>		<b>Council</b>			
15.1 Sheltered housing schemes		<b>?</b>			
15.2 Call centres		<b>Council</b>			
15.3 Supported housing schemes		<b>Council</b>			
15.4 Refuges		<b>Council</b>			
15.5 Homeless accommodation		<b>Council</b>			
15.6 Temporary accommodation		<b>Council</b>			
<b>16. Right to Buy</b>					
16.1 Valuations	<b>Council</b>				

16.2 Administration and calculation of discount	<b>ALMO</b>		<b>Yes</b>		
16.3 Approvals	<b>Council</b>				
<b>17. Leasehold Management</b>		<b>ALMO</b>			
17.1 Leasehold Invoicing		<b>ALMO</b>	<b>Yes</b>		
17.2 Service charges		<b>ALMO</b>	<b>Yes</b>		
<b>18. Finance</b>					
18.1 Rent setting	<b>Council</b>				
18.2 Rent collection	<b>ALMO</b>		<b>Yes</b>		
18.3 Recovery of arrears	<b>ALMO</b>		<b>Yes</b>		
18.4 Recovery of other charges	<b>ALMO</b>		<b>Yes</b>		
18.5 Financial returns		<b>ALMO</b>	<b>Yes</b>		
18.6 Financial management		<b>ALMO</b>	<b>Yes</b>		
18.7 Insurance and claims		<b>Council</b>			

<b>19. Procurement</b>					
19.1 Policy	<b>Shared</b>				
19.2 Letting of contracts in relation to delegated activities	<b>ALMO</b>		<b>Yes</b>		
19.3 Signing contracts in relation to delegated activities		<b>Council</b>			
<b>20. Tenant Involvement</b>					
20.1 Tenant Compact	<b>Shared</b>		<b>Yes</b>		
20.2 Tenant association development	<b>ALMO</b>		<b>Yes</b>		
20.3 Information to Tenants	<b>ALMO</b>		<b>Yes</b>		
20.4 Reports to Tenants		<b>ALMO</b>	<b>Yes</b>		
<b>21. Other Assets (including lettings management and clearance)</b>					
21.1 Garages		<b>ALMO</b>	<b>Yes</b>		

21.2	Shops and buildings		<b>Shared</b>	<b>Yes</b>		
21.3	Estate Offices		<b>ALMO</b>	<b>Yes</b>		
21.4	Tenant Resource Centres or Tenant Offices		<b>ALMO</b>	<b>Yes</b>		
21.5	Meeting Rooms		<b>ALMO</b>	<b>Yes</b>		
<b>22.</b>	<b>Clearance and Disposal of Dwellings</b>					
22.1	Sale of dwellings		<b>Council</b>			
22.2	Clearance		<b>Shared</b>	<b>Yes</b>		
22.3	Consultation		<b>ALMO</b>	<b>Yes</b>		
22.4	Decanting tenants		<b>ALMO</b>	<b>Yes</b>		
<b>23</b>	<b>HOUSING BENEFIT</b>	<b>Council</b>				
23.1	Verification Scheme	<b>Council</b>				