

Appendix 1 Schedule of Delegations

	Council	ALMO	Both
Co-ordination with Corporate Policy in relation to housing element of:			
Community Safety	✓		
Neighbourhood Renewal	✓		
Regeneration	✓		
Housing and health	✓		
Supporting People	✓		
Sustainable Development	✓		
Social Exclusion	✓		
Equalities and Diversity	✓		
New Tenancies			
Administration of Choice Based Lettings and Allocation Policy	✓		
Selection of tenants for vacant properties		✓	
Transfer list management		✓	
Granting of new tenancies		✓	
Successions		✓	
Mutual Exchanges		✓	
Repairs and Maintenance			
Stock condition survey of LA housing		✓	
Responsive repairs		✓	
Contract and Planned Maintenance and Refurbishment Programmes		✓	
Modernisation and Improvements		✓	
Energy Efficiency works		✓	
Business planning for investment in stock		✓	
Implementation of investment programme: monitors delivery, manages programme		✓	
Voids and Empty Property Management			
Terminations		✓	
Inspection		✓	
Repairs		✓	
Sustainable Communities			
Neighbourhood and Estate Management		✓	
Enforcement of conditions of tenancy		✓	
Evictions and court actions to support enforcement		✓	
Illegal occupation		✓	
Regeneration and estate development			✓
Estate Management			
Caretaking on housing schemes		✓	
Environmental services			✓
Grass cutting / grounds maintenance			✓
Supported housing			
Supporting People Commissioning	✓		

	Council	ALMO	Both
Management of sheltered schemes		✓	
Provision of community alarms		✓	
Provision of housing related support		✓	
Provision of temporary accommodation			✓
Gypsies and travellers	✓		
Adaptations to HRA council stock		✓	
Right to buy			
Valuations		✓	
Administration and calculation of discount		✓	
Approvals			✓
Leasehold Management / Finance			
Leasehold management		✓	
Approval of rent levels and fees(subject to changes in Government policy)	✓		
Rent setting and accounting		✓	
Recovery of rent arrears		✓	
Recovery of other charges		✓	
HRA accountancy including returns		✓	
Insurance			✓
Annual determination of fees to ALMO			✓
Procurement			
Policy			✓
Letting of contracts in relation to delegated activities		✓	
Tenant Involvement in Landlord Services			
Tenant participation		✓	
Tenant consultation		✓	
Information to tenants		✓	
Reports to tenants		✓	
Other Assets			
Garages		✓	
Tenant resource centres		✓	
Clearance and disposal of buildings			
Sale of dwellings			✓
Clearance and disposal of dwellings			✓
Compensation			✓
Decanting of tenants		✓	
Housing Benefit and Council Tax Administration	✓		
Programme of service reviews		✓	
Preparation of HRA Business Plan		✓	
Preparation of Delivery/Service Plans		✓	
Bidding for Capital Resources			✓
Monitoring Arrangements for the ALMO			
Monitoring HRA Budget			✓
Monitoring delivery/ and service plan achievements			✓
Liaison with ALMO on regulatory body requirements			✓