

Appendix 5 - Schedule –Delegated to Six Town Housing (the services are more specifically set out in the Management Agreement Specification)

	Function	Legislative Provision	Delegated to
1.	To serve notices and take appropriate enforcement action in relation to the repair and safety of defective, unfit, sub-standard and non-decent housing under Housing, Public Health legislation and Building Act legislation.	Housing Acts 1985, 1988 and 1996, Local Government and Housing Act 1989 and Housing Act 2004, Public Health Acts and Building Act. Local Government Miscellaneous Provisions Act 1982. Housing and Planning Act 2016, Smoke and Carbon Monoxide (England) Regulations 2015, Prevention Damage by Pests Act 1949	STH
2.	To carry out the licensing of Houses in Multiple Occupation and the determination and levying of appropriate fees.	Housing Act 2004 Housing (Management Orders and Empty Dwelling Management Orders) (Supplemental Provisions) (England) Regulations 2006	STH
3.	Empty Property Enforcement Compulsory Purchase Orders and Notices Enforced Sales Empty Dwelling Management Orders Open to access?	Housing Act 2004, Law of Property Act 1925, Local Government Miscellaneous Provisions Act 1982; Prevention Damage by Pests Act 1949 Anti-Social Behaviour, Crime & Policing Act 2014	STH
4.	Regulation of letting Agents and property management agencies	Enterprise and Regulatory Reform Act 2013 and Redress Scheme Order 2014	STH

5.	To make Management Orders, Control Orders and Direction Orders and the service of other notices to control standards and overcrowding in Houses in multiple occupation.	Housing Acts 1985, 2004, Local Government and Housing Act 1989 and associated legislation	<i>STH</i>
6.	To carry out the approval and payment of Renovation (Empty Property), Disabled Facilities, Common Parts, Houses in Multiple Occupation, Relocation Grants and Home Repairs Assistance grants.	Local Government and Housing Act 1989, Housing Grants Construction and Regeneration Act 1996, and the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and associated legislation.	<i>STH</i>
7.	To make payment of compensation in relation to unfit properties (including the payment of disturbance and home loss payments).	Land Compensation Act 1961 and associated legislation	<i>STH</i>
8.	To make and remove Demolition Orders and Closing Orders and the protection of buildings for housing purposes. Also the taking of action in relation to ruinous, dilapidated or dangerous buildings for housing purposes.	Housing, Building Acts and Local Government (Miscellaneous Provisions) legislation	<i>STH</i>
9.	To agree loans and the payment of fees for loan payments and the provision of other financial assistance to improve living conditions and for housing purposes	Regulatory Reform (Housing Assistance) (England and Wales) order 2002.	<i>STH</i>
10.	To take action under the Housing Act 2004 in relation to the Health and Safety Rating System.		<i>STH</i>

11.	To determine applications for capital subsidy towards social housing provision in accordance with approved policies and to authorise approved expenditure; agree requisite nomination rights where appropriate.		<i>STH</i>
12.	To authorise expenditure within delegated cash limits on the repair, maintenance and improvement of those properties leased or managed on behalf of the Council.		<i>STH</i>
13.	Inspect all privately owned residential caravan sites (including park home sites) and holiday sites to ensure they are fit for purpose. Liaise with the Council on the licensing of all campsites	Caravan Sites and Control of Development Act 1960 Section 3 Public Health Act 1936	<i>STH/Council</i>
14.	To prevent people displaced by compulsory purchase (or a housing order) from becoming homeless.	Land Compensation Act 1973	<i>STH</i>
15.	To provide the terms and conditions of the statutory Right to Buy scheme.	Housing Act 1985 Part V	<i>STH</i>
16.	Ensure council rents are spent for the benefit of council tenants.	Housing Act 1985	<i>STH</i>
17.	Ensure that social housing is not disposed of to the detriment of housing needs.	Housing Act 1985	<i>STH</i>

18.	To protect the rights of tenants.	Housing Act 1985	<i>STH</i>
19.	Ensure leaseholders have access to minimum levels of information about their service charge payments; are aware of their right/obligations on service charges and have input into the procurement process leading to payment of service charges	Landlord and Tenant Act 1985	<i>STH</i>
20.	Ensure that leaseholders of flats have access to information that may be required when exercising enfranchisement rights.	Leasehold Reform Housing and Urban Development Act 1993 as amended	<i>STH</i>
21.	Enable collective rights for enfranchisement of flats to proceed.	Housing Act 1996 Part VII	<i>STH</i>
22.	Give grants to disabled persons (subject to means testing and up to a prescribed maximum) to allow them to adapt their homes to meet their needs.	Housing Grants, Construction and Regeneration Act 1996	<i>STH</i>
23.	Give discretionary grants to disabled persons (subject to means testing and up to a prescribed maximum) to allow them to adapt their homes to meet their needs.	Regulatory Reform (Housing Assistance) (England and Wales) Order 2002.	<i>STH</i>
24.	Ability to impose conditions on disabled facilities grants relating to repayment	The Housing Grants, Construction and Regeneration Act 1996, Disabled Facilities Grant (Conditions relating to approval or payment of Grant) General Consent 2008	<i>STH</i>
25.	Application to determine if accommodation is suitable for the	Housing Act 1985 (as amended) and Part 1 of the Housing Act 2004	<i>STH</i>

	purpose of immigration to the United Kingdom (immigration inspections)		
26.	Clearance areas	Housing Act 2004	<i>STH</i>
27.	Take action/measures for reducing homelessness and for connected purposes and take reasonable steps to help prevent any eligible person threatened with homelessness from becoming homeless	Housing Act 1996 Part VII as amended, Homelessness Reduction Act 2017	<i>STH</i>
28.	Carry out an assessment in all case where an eligible applicant is homeless or threatened with homelessness		<i>STH</i>
29.	Make arrangements to ensure that social services are aware of cases where applicants with children may be ineligible for assistance, intentionally homeless, or intentionally threatened with homelessness.	Housing Act 1996 Part VII as amended	<i>STH</i>
30.	Secure accommodation pending inquiries in cases where they have reason to believe the applicant may be eligible for assistance	Housing Act 1996 Part VII as amended	<i>STH</i>

31.	Secure accommodation for an applicant pending resolution of a referral to another authority	Housing Act 1996 Part VII as amended	<i>STH</i>
32.	Secure accommodation within their own district so far as reasonably practicable	Housing Act 1996 Part VII as amended	<i>STH</i>
33.	Take reasonable steps to mitigate loss or damage to applicant's property where no other suitable arrangements have been made (and duty to secure accommodation is owed)	Housing Act 1996 Part VII as amended	<i>STH</i>
34.	Ensure that long leaseholders are aware when ground rent is due.	Commonhold and Leasehold Reform Act 2002	<i>STH</i>
35.	Ensure long leaseholders are aware of their rights and obligations when receiving demands for service charges.	Commonhold and Leasehold Reform Act 2002	<i>STH</i>
36.	Review the condition of all housing stock in its area.	Housing Act 2004	<i>STH</i>
37.	Inspect a dwelling to see if there are any hazards (under the Housing Health and Safety Rating System).	Housing Act 2004	<i>STH</i>
38.	Take action where condition of a property can cause a risk to health of occupant.	Housing Act 2004	<i>STH</i>
39.	Consult with the fire and rescue authority for the area where a fire	Housing Act 2004	<i>STH</i>

	hazard exists before taking enforcement action.		
40.	Revoke improvement notice and prohibition order, as appropriate, in specified circumstances.	Housing Act 2004	<i>STH</i>
41.	Consider any application for re-housing a protected occupier of a dwelling for which vacant possession is needed to house a person employed in agriculture.	Rent (Agriculture) Act 1976	<i>STH</i>
42.	Refugee Resettlement Programmes and Gateway Protection Programme (subject to any legislative prescription/restrictions or the prohibition on assignment of any relevant contracts)		<i>STH</i>
43.	Immigration and Asylum functions under legislative provisions (subject to any legislative prescription/restrictions or prohibitions on assignment of relevant contracts)	Asylum and Immigration Act 1996 Immigration and Asylum Act 1999 Nationality, Immigration and Asylum Act 2002 Asylum and Immigration Act 2004 Immigration, Asylum and Nationality Act 2006 UK Borders Act 2007 Borders, Citizenship and Immigration Act 2009 Immigration Act 2014 Immigration Act 2016 United Nations Convention 1951	<i>STH</i>

		<p>The Immigration and Asylum (Provision of Accommodation to Failed Asylum-Seekers) Regulations 2005</p> <p>The Asylum Seekers (Reception Conditions) Regulations 2005</p> <p>The Homelessness (Asylum-Seekers) (Interim Period) (England) Order 1999 (Children Act in relation to unaccompanied asylum seeking children and children; Disability Acts; legislation relating to Adult health and Social care and all legislation relating to failed asylum seekers requiring support under health and social legislation)</p>	
44.	Measures to promote the prevention and reduction of homelessness	<p>Housing Act 1996 (as amended by the Homelessness Act 2002), Part 7 (preventing and reducing homelessness)</p> <p>Homelessness Act 2002, s2 (Homelessness Review) and s3 (Strategies)</p> <p>The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002, (SI 2002/1860)</p>	<i>STH</i>
45.	Assist in developing and implementing affordable housing policy within the Local Plan		<i>STH and Council</i>