

I. DELEGATIONS TO THE CORPORATE LEAD OFFICER PORTH CYMORTH CYNNAR

The following functions are delegated to the Corporate Lead Officer Porth Cymorth Cynnar and to any officers authorised by him/her from time to time as appropriate subject to such officers being suitably qualified for the discharge of those duties and functions.

1. ~~1. To secure and determine the allocation of County Council grant support for arts and culture.~~ Strategic housing functions, housing standards and Homelessness prevention

- 1.1 To have lead responsibility for the administration of the Common Housing Register for the allocation of social housing by Registered Landlords operating in the County.
- 1.2 To make nominations from the Housing Register to enable individuals to have access to the Private Sector, Registered Social Landlords and Social Lettings Agencies in accordance with Part 2 Housing Act 2014.
- 1.3 To approve applications for grants and loans and for supplementary amounts in accordance with legislation applicable at the time and in accordance with Council policy and practice at the time in consultation with the Cabinet Member.
- 1.4 To sign, issue and serve Statutory Notices under all relevant legislation including requisitions for information.
- 1.5 To make arrangements for and/or carry out the execution of works in default in the event of any non-compliance with the terms of any Statutory Notice
- 1.6 To secure temporary accommodation for the Homeless under Part 2 Housing (Wales) Act 2014 and any other current and relevant legislation and/or regulation. To achieve this by entering in to agreements and tenancies with Private and Registered Social landlords and Social Lettings Agencies.
- 1.7 To undertake homeless reviews as required in accordance with Part 2 Housing (Wales) Act 2014.
- 1.8 To grant waivers to mortgage lenders such as Building Societies in respect of the repayment of grant conditions relating to the Local Government and Housing Act 1989 grants in order to give the lending institutions the first charge on the value of the property should its sale be enforced following repossession in consultation with the Cabinet Member.
- 1.9 To enter into nomination agreements with private landlords on behalf of the Council in respect of the letting of units/flats created by conversion with discretionary grant assistance.

- 1.10 To determine whether to demand repayment of grant on the relevant disposal or transfer of a dwelling in instances which fall within the Council's Housing Grants and Loans Policy and/or Section 45(5) of the Housing Grants Construction and Regeneration Act 1996 or the Grant Recovery General Consent of 1996 in consultation with the Cabinet Member.
- 1.11 Administer the provisions within S157 Housing Act 1985 in respect of the restriction placed on former rural housing stock.
- 1.12 In relation to the Housing Act 2004:
- 1.12.1 to make Management Orders and exercise powers of entry to carry out work (Section 131 of the Housing Act 2004);
 - 1.12.2 to give notice to a relevant person requiring him / her to produce any documents under (section 235 of the Housing Act 2004 power to require documents to be produced);
 - 1.12.3 to exercise a power of entry (section 239 Housing Act 2004 powers of entry);
 - 1.12.4 to exercise a power of entry to carry out work (paragraph 25 of Schedule 7 of the Housing Act 2004 (Empty Dwelling Management Orders "EDMO's"), and
 - 1.12.5 to issue improvement notices for the purposes of exercising a power to enter to carry out work (paragraph 3(4) of Schedule 3 Housing Act 2004).
- 1.13 To make arrangements for the execution of works in default in the event of any non-compliance or contravention of the terms of any Statutory Notices arising under 1.11 above.
- 1.14 To instruct the legal section in relation to proceedings for non-compliance with any provision of legislation falling to the Corporate Lead Officer to enforce.
- 1.15 To determine housing grant and loan applications and to determine requests for additional discretionary payments as appropriate and which are within budget, in consultation with the relevant Cabinet Member.
- 1.16 To manage and maximise the use of Social Housing Grants and other funding streams to assist the Authority in meeting both its statutory housing obligations and enable local housing needs to be met.
- 1.17 To implement and operate a management grant subsidy scheme for Registered Social Landlords operating within Ceredigion who assist with

Homelessness temporary accommodation placements using their own housing stock.

1.18 To exercise powers and duties, and to authorise Officers, under the provisions of:

1.18.1 The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015; and

1.18.2 The Renting Homes (Fees etc.) (Wales) Act 2019 (including Regulations made thereunder).

~~4.~~

~~2.~~ **2. Specific powers and duties**

~~2.~~

~~4.~~ 2.1 To act on a day to day basis and within the scheme of delegation in the following areas:

~~2.1.1 a)~~ Active and creative lifestyles;

2.1.1

~~2.1.2 b)~~ Sports and physical recreational activity delivered or facilitated by

2.1.2 Ceredigion Actif;

2.1.3 Housing (including the strategic housing function, affordable housing (including assisting and advising the Local Planning Authority in relation to S.106 agreements), specialist housing, prevention of homelessness/housing options, common housing register, home safety and Licensing of Houses in Multiple Occupation (HMO's);

2.1.4 Housing standards and renewals, landlord accreditation, home energy; and

2.1.5 Efficiency, Disabled Facilities Grants.

2.2 To exercise the Council's functions in relation to homelessness/housing options.

2.3 To exercise the Council's functions in relation to unfit housing.

2.4 To exercise the Council's functions in relation to houses in multiple occupation including the determination of applications for licences, to issue notices and to take enforcement proceedings as necessary.

2.5 To exercise the Council's enforcement powers in the private housing sector.

2.6 To exercise the Council's function in delivery of a common housing register.

- 2.7 To exercise the Council's function in relation to the delivery of affordable housing/ grant funding.
- 2.8 To approve or refuse and administer housing improvement/repair grant applications, housing loan schemes and Disabled Facilities Grants.
- 2.9 The power to exercise enforcement action in relation to anti-social behaviour, including steps necessary to prevent offences, educate and issue fixed penalty notices and, in consultation with the relevant Cabinet Member, to apply for and make an Order under the Anti- Social Behaviour Crime and Policing Act 2014.
- 2.10 To undertake enforced sales of properties.