

Scheme of Delegation to Officers

Assistant Director (Families and Communities)

(a) Counter Terrorism and Security Act 2015 - Prevent duty

In accordance with Section 26 of the Act and the duty on Local Authorities in the exercise of their functions to have regard to the need to prevent people from being drawn into terrorism.

Enforcement of the duty will be inspected by the Home Office who will:

- Oversee compliance – there is an expectation that local authorities will maintain appropriate records to show compliance with their responsibilities and provide reports when requested.
 - Scrutinise action plans and project impact
 - Identify any gaps and request that remedial work is undertaken with Local authority peers to provide targeted assistance and help authorities develop good practice
 - Gather data from specified authorities
 - Issue direct guidance if there is non-compliance with the duty.
1. To prepare and maintain the Action plan on behalf of the Council to ensure it includes the following:
 - Partnership working
 - Risk assessment
 - Staff training
 - Collaboration in two tier local authorities
 2. To ensure that there is compliance on the part of the Council's duties to prevent a serious case review and direct interventions from the Home Office.

(b) Localism Act

1. To discharge the relevant duties under the Localism Act 2011 relating to the Assets of Community Value (England) Regulations 2012 and other updated legislation in that regard.

(c) The Anti-Social Behaviour, Crime and Policing Act 2014

1. To ensure the Council implements the requirement to hold ASB case reviews, known as 'community trigger'. The trigger introduces a right for victims or victims' representatives to ask local agencies to review how they have responded to previous ASB complains and consider what further action might be taken where behaviour persists.
2. To use discretion to deal with the preparation of 'Closure Orders' which could be used to close a premises temporarily, for up to six months.

3. To use discretion to deal with 'Public Spaces Protection Orders' to deal with anti-social behaviour in a public place to apply restrictions to how that public space can be used.
4. To use discretion to deal with 'Crime Prevention Injunction Order' in consultation with the Monitoring Officer where the circumstances demand. (Injunctions of this type would also have prohibitions and support attached, and a range of civil sanctions for breach.)
5. To use discretion to deal with 'Community Protection Notices' to deal with particular problems which negatively affect the community's quality of life, including directing the person responsible to stop causing the nuisance and/or require them to 'make good'.

(d) Housing

1. Determine applications for homeless persons under the Housing Act 1996 as amended by the Homelessness Act 2002 and procure and/or manage temporary accommodation in support of the homeless function.
2. Administer the Housing Register and nominate applicants to properties owned by Registered Providers (RPs) in line with the approved Allocation Scheme.
3. Where appropriate, write-off rent and rent deposit arrears up to a maximum sum specified by the Assistant Director (Resources and Performance).

The Assistant Director (Families and Communities) makes the following sub-delegations to Officers:

(I) Sub-delegations to be exercised by officers in addition to the Assistant Director (Families and Communities):

1. Service Manager (Housing Options)

- (a) Determine applications for homeless persons under the Housing Act 1996 as amended by the Homelessness Act 2002 and procure and/or manage temporary accommodation in support of the homeless function.
- (b) Administer the Housing Register and nominate applicants to properties owned by Registered Providers (RPs) in line with the approved Allocation Scheme.
- (d) Where appropriate, write-off rent and rent deposit arrears up to a maximum sum specified by the Assistant Director (Resources and Performance).

(e) Other issues

1. To administer the Rural Initiatives Fund in accordance with the agreed procedure.
2. To be responsible for administration of the Transparency Rules and Regulations.
3. To have responsibility for the preparation and maintenance of the Council's Publicity Protocol.