

CABINET - 4 AUGUST 2004

ECONOMY AND PLANNING,
CRIME AND DISORDER, ENVIRONMENT AND
FINANCE AND SUPPORT PORTFOLIOS

EXECUTIVE SUMMARY – DELEGATION OF POWERS TO OFFICERS








Summary of Purpose and Recommendations:

To amend the Scheme of Delegation of Powers to Officers to reflect recent changes including those within the organisation as a result of the retirement of the Head of Technical Services.

Cost to Council: NIL

Within existing budget? Yes

Contribution to Corporate Plan (Minor/Moderate/Major/Neutral):

	+		-		+		-
		Neutral		Priorities			
		Neutral		Clean Streets and Public Spaces		Neutral	
		Neutral		Crime and Disorder		Neutral	
		Neutral		Housing		Neutral	
		Neutral		Managing our Finances		Neutral	

Comments on Impacts on Corporate Objectives and Priorities:

The Scheme of Delegation of Powers to Officers needs to be kept up to date to ensure the Council can react efficiently and effectively to operational requirements.



DELEGATION OF POWERS TO OFFICERS

1. INTRODUCTION

- 1.1 The Council operates a scheme of delegation of powers to officers to assist in the efficient and effective conduct of the Council's business. The Scheme of Delegation of Powers to Officers must be reviewed to take account of recent changes including the retirement of the Head of Technical Services and consequent restructuring of his functions.

2. POWERS TO BE CHANGED

- 2.1 A number of changes to the scheme of delegation are set out in Appendix 1 to this report. In addition to those changes the terms "Solicitor" and "L Moore – Solicitor" need to be replaced by "Solicitor or Employed Barrister, throughout the Scheme of Delegation and Proper Officer Appointments. This is to reflect recent changes in the establishment of the Legal Services Section.

3. CRIME AND DISORDER, ENVIRONMENTAL AND FINANCIAL IMPLICATIONS

- 3.1 None arising from this report.

4. RECOMMENDATION

- 4.1 That the Scheme of Delegation to Officers, insofar as the functions are the responsibility of the Cabinet, be amended as set out above and in Appendix 1 to this report.

For Further Information Contact

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Background Papers:

Published Documents

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**FUNCTIONS WHICH ARE NOT THE RESPONSIBILITY OF THE CABINET
DELEGATIONS TO OFFICERS DIRECT FROM COUNCIL**

No	Source Reference	Power Delegated	Delegation To	Minute
68	Local Government Act 1972 s.101	To make minor amendments to the deposited submitted Local Development Documents plan, for the purpose of clarification, before or during the local plan inquiry public examination	Director of Community Services, Council or Head of Policy, Design and Information, or Team Leaders - Policy, Design and Information, or Project Leaders - Policy, Design and Information	75. of 22/04/02 Council 63. of 28/04/03
69	Local Government Act 1972 s.101 Town and Country Planning Act 1990 (s.36)	To prepare and publish draft Local Development Documents local plans and other planning policy documents for public consultation Remarks: Subject to appropriate consultation with members and other interested parties	Head of Policy, Design and Information	Council 75. of 22/04/02 Council 63. of 28/04/03

**FUNCTIONS WHICH ARE NOT THE RESPONSIBILITY OF THE CABINET,
AND ARE NOT DELEGATED TO A COMMITTEE OF THE COUNCIL**

PROPER OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
102	Local Government Act 1972 s.100D	To be "Proper Officers" for the purposes of Section 100D(1)(a) and 100D(5)(a) of the Local Government Act 1972	Chief Executive, Head of Technical Services , Director of Commercial Services, Director of Resources, Head of Legal and Democratic Services, Democratic Services Manager, Assistant Director (Financial Services), Assistant Director (Customer Services), Assistant Director of Resources (ICT) Services, Director of Community Services, Assistant Director of Leisure Services (Service Development), Assistant Director of Leisure Services (Business Development), Assistant Director (Environmental Health), Assistant Director (Housing Landlord Services), Assistant Director (Housing Strategic Services), Head of Support Services - Community Services,	Council 75. of 22/04/02 Council 63. of 28/04/03

Corporate Planning

**FUNCTIONS WHICH ARE DELEGATED TO THE
GENERAL PURPOSES AND LICENSING COMMITTEE**

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
148	Highways Act 1980 s.142	Within the agency area to exercise the Council's powers in regard to licences to plant trees, shrubs etc in a highway	Head of Technical Services, or Principal Engineer	Council 75. of 22/04/02 Council 63. of 28/04/03
149	Highways Act 1980 s.178	To authorise the erection of banners etc over the highway and to attach conditions	Head of Technical Services, or Principal Engineer	Council 75. of 22/04/02 Council 63. of 28/04/03

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
RELATING TO CRIME AND DISORDER PORTFOLIO**

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
225	Local Government Act 2000, s.15	Emergency planning operational groups - responsibilities for emergency planning in accordance with agreed District Emergency Organisation	Those listed below: David Yates - Emergency Controller, Nicholas Gibbs - First Deputy Emergency Controller, Chris Malyon - Second Deputy Emergency Controller, John Rainbow - Head of Technical Group, John Rainbow - District Oil and Chemical Pollution Officer, Margaret Morgan (Hampshire County Council Social Services) - Head of Welfare Group, Annie Righton - Head of Health Group, Chris Elliott - Head of Operations Group, Glynne Miles - Head of Support Group, David Atwill - Emergency Information Officer	Cabinet 201. of 8/04/02 Cabinet 8. of 4/06/03

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
RELATING TO HOUSING PORTFOLIO
DELEGATIONS TO OFFICERS**

No	Source Reference	Power Delegated	Delegation To	Minute
	Housing Act 1996 Part VII	To taken any decision with respect to the Council's statutory responsibility with respect to homelessness	Housing Needs Manager, or Assistant Housing Needs Manager, or Homelessness and Housing Advice Officers	
347	Housing Act 1996 Part VI	To allocate housing in accordance with the approved policies	Housing Needs Manager Assistant Housing Needs Manager, Lettings Officers	Cabinet 201. of 8/04/02 Cabinet 8. of 4/06/03

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
RELATING TO LEISURE PORTFOLIO**

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
235	Local Government Act 2000, s.15	To negotiate with prospective Concessionaires the detail of agreements for concessions under the control of the Cabinet, subject to the provisions of the Standing Orders relating to Contracts and the Financial Regulations	Assistant Director of Leisure Services (Business Development), or Assistant Director of Leisure Services (Service Development), or Head of Technical Services	Cabinet 201. of 8/04/02

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
RELATING TO ECONOMY AND PLANNING PORTFOLIO**

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
238	Building Act 1984	To approve or reject, where appropriate, all applications under Building Regulations	Head of Technical Services, or Principal Building Control Surveyor, or Head of Development Control	Cabinet 201. of 8/04/02 Cabinet 8. of 4/06/03
239	Local Government Act 2000, s.15	Except in the case of the Council's own schemes, to authorise relaxation of Building Regulations as necessary	Head of Technical Services, or Principal Building Control Surveyor, or Head of Development Control	Cabinet 201. of 8/04/02 Cabinet 8. of 4/06/03
		Remarks: Relaxations relating to the Council's own schemes require		
241	Water Act 1989 (s.69 Schedule 8)	To serve notices and take action with respect to buildings over sewers	Head of Technical Services, or Principal Building Control Surveyor, or Senior Building Control Surveyor, or Head of Development Control	Cabinet 201. of 8/04/02
		Remarks: Formerly part of Building Act 1984 (S.18)		
242	Building Act 1984	To serve notices and to take action under the following:	Head of Technical Services, or Principal Building Control Surveyor, or Senior Building	Cabinet 201. of 8/04/02

**Control Surveyor, or Head of
Development Control**

Section 8 - Relaxation of Building Regulations;

Section 11 - Type relaxation of Building Regulations;

Section 16 - Passing or rejection of plans

Section 19 - Buildings constructed of materials regarded as 'short lived'

Section 21 - New buildings to be provided with satisfactory drainage

Section 24 - Provision of exits

Section 25 - New houses to be provided with sufficient water supply

Section 60 - Provisions of soil pipes and ventilating shafts

Section 70 - Food storage accommodation in houses

Section 71 - Exits and entrances to certain public buildings

Section 72 - Means of escape in case of fire from certain high buildings

Section 73 - New buildings over-reaching adjacent chimneys

Section 74 - Cellars and Rooms

below sub-soil level

Section 78 - Emergency measures to deal with dangerous buildings

Section 79 - Ruinous and dilapidated buildings etc

243 Building Act 1984	<p>To serve notices and to take action under the following:- Section 32 - Deposit of plans to be of no effect; Section 36 - Power to require removal or alteration of work not in conformity with Building Regulations; Section 77 - Dangerous and dilapidated buildings and structures Sections 80 and 81 - Demolitions</p>	<p>Head of Technical Services, or Principal Building Control Surveyor, or Senior Building Control Surveyor, or Head of Development Control</p>	<p>Cabinet 201. of 8/04/02</p>
244 Hampshire Act 1983	<p>To serve notices and to take action under the following: Section 11 – Underground car parks (fire precautions); Section 12 – Access for fire fighting vehicles and equipment; Section 13 – Fire precautions in large buildings</p>	<p>Head of Technical Services, or Principal Building Control Surveyor, or Senior Building Control Surveyor, or Head of Development Control</p>	<p>Cabinet 201. of 8/04/02</p>
251 Building Act 1984 Town and Country Planning Act 1990 Planning (Listed	<p>To initiate and undertake prosecutions on behalf of the authority pursuant to these Acts and any amending legislation, or</p>	<p>Head of Legal and Democratic Services or, in his or her absence, Solicitors, in consultation with the Head of</p>	<p>Cabinet 201. of 8/04/02</p>

	Buildings and Conservation Areas) Act 1990 Planning (Hazardous Substances) Act 1990 Local Government (Miscellaneous Provisions) Act 1976	Regulations made pursuant to the Acts on matters which are the responsibility of the Cabinet	Development Control, or Head of Technical Services, or Head of Policy, Design and Information, or Area Planning Officers, or Principal Planning Officer, or Planning Officers, or Assistant Planning Officers, or Tree Team Leader, or Tree Officers, or Conservation and Urban Design Team Leader, or Conservation Officers, or Principal Building Control Surveyor, or Senior Building Control Surveyor, or District Building Control Surveyors	
		Remarks: General Delegation put in to replace specific authorities under various sections of these Acts		
252	Local Government Act 2000, s.15	To select footway lighting improvement schemes within the development programme budget	Head of Technical Services, Head of Policy Design and Information, or Principal Engineer (Transportation) in consultation with the Economy and Planning Portfolio Holder following receipt of suggestions from Town or Parish Councils	Cabinet 201. of 8/04/02
253	Local Government	To respond to consultations for the	Head of Technical Services, or	Cabinet

Act 2000, s.15	extinguishment of highway rights	Principal Engineer - Highways Head of Policy Design and Information, or Principal Engineer (Transportation) following consultation with the Economy and Planning Portfolio Holder, Local Ward Members and Head of Development Control	201. of 8/04/02
254 Local Government Act 2000, s.15	To respond to consultations for the diversion, establishment or extinguishment of rights of way on transport related issues	Head of Technical Services, or Principal Engineer - Highways Head of Policy Design and Information or Principal Engineer (Transportation) following consultation with the Economy and Planning Portfolio Holder, Local Ward Members and Head of Development Control	Cabinet 201. of 8/04/02
255 Highways Act 1980 s.38	To authorise the completion of Adoption Agreements and to accept the adoption of private developers' road works where an Adoption Agreement has been completed	Head of Technical Services, or Principal Engineer (Transportation)	Cabinet 201. of 8/04/02 Cabinet 8. of 4/06/03
256 Highways Act 1980 s.165	To serve notices requiring the execution of such works of repair, protection, removal or enclosure of	Head of Technical Services, or Principal Engineer	Cabinet 201. of 8/04/02

~~any source of danger on unfenced or
inadequately fenced land adjoining a
street~~

~~257 Highways Act 1980 To serve notices and to take action Head of Technical Services, or Cabinet
s.168 and Building under s.78 of the Building Act 1974 Principal Engineer, or Principal 201. of 8/04/02
Act 1984 s.78 Building operations affecting public Building Control Surveyor
safety~~

258 Highways Act 1980 To sign the necessary notices under Head of Technical Services Cabinet
s.220 the Advance Payment Code within the Head of Policy Design and 201. of 8/04/02
provisions of the Act Information

~~259 Highways Act 1980 To adopt private streets within the Director of Resources, in Cabinet
s.228 Highways Agency Area after the consultation with the Local 201. of 8/04/02
execution of street works in Ward Members and the County Cabinet
accordance with Section 228 of the Surveyor 87. of 18/11/02
Highways Act 1980~~

~~260 Town Police To make Orders for temporary road Chief Executive, or Head of Cabinet
Clauses Act 1847 closures where the Police and Legal and Democratic Services, 201. of 8/04/02
S.21 Highway Authority raise no objection, or Head of Technical Services
Hampshire Act subject to the applicants indemnifying
1983 s.68 the Council to the satisfaction of the
Director of Finance~~

260 Town Police Act To make and sign an Order to Chief Executive, or Head of
1847 S.21 bring into effect temporary road Legal and Democratic
Hampshire Act closures, subject to: Services, or Head of Policy

1983, S. 68

- i) No objections being received from the police or County Council within 28 days
- ii) prior consultation with district and county councillors whose wards are directly affected; and
- iii) prior consultation with local transport operators, the fire service, ambulance service town/parish council, and Chamber of Commerce.

Design and Information, or Principal Engineer (Transportation)

~~261 Local Government Act 2000, s.15 To approve terms for commuted car parking payments, where appropriate, in accordance with policy~~ ~~Head of Technical Services, or Valuer, or Principal Engineer (Transportation)~~ ~~Cabinet 201. of 8/04/02~~

262 Road Traffic Regulation Act 1984 s.69 To serve notices and to take action for the removal of signs for the guidance or direction of road users

~~Head of Technical Services, or Principal Engineer~~ **Head of Policy Design and Information, or Principal Engineer (Transportation)** Cabinet 201. of 8/04/02

263 Local Government Act 2000, s.15 To ensure that the Council's obligations under the County Council's agency agreements are discharged

~~Director of Resources~~ **Director of Community Services** Cabinet 201. of 8/04/02
Cabinet 87. of 18/11/02

Cabinet
8. of 4/06/03

264 Public Health Act 1925 s.18 To issue notices and documents relating to street names and numbers Director of Resources, ~~or Head of Technical Services, or Car Parks and Cemeteries Manager~~ **or Assistant Director of** Cabinet 201. of 8/04/02
Cabinet
8. of
4/06/03

Resources (ICT), or Property Systems Programme Manager, or Land and Property Systems Manager.

266 Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1989 Reg. 6(C) To determine whether it is desirable in the interests of giving adequate publicity to an Order to comply with the relevant requirements of Part 2 of Schedule II of the Regulations Director of Resources, ~~or Head of Technical Services, or Car Parks and Cemeteries Manager~~ Cabinet 201. of 8/04/02
Cabinet
8. of 4/06/03

267 Local Government Act 2000, s.15 To make Off-Street Parking Places Orders or Amendment Orders in cases where no objections to published proposals have been received Chief Executive, or Head of Legal and Democratic Services, ~~in consultation with the Head of Technical Services~~ **Director of Resources** Cabinet 201. of 8/04/02

268 Local Government Act 2000, s.15 To authorise the removal of vehicles, trailers, etc left in the Council's car parks Director of Resources, ~~or Head of Technical Services, or Car Parks and Cemeteries Manager~~ Cabinet 201. of 8/04/02
Cabinet

or, Assistant Director of Commercial Services (Operational Development, or Waste Strategy Manager 8. of 4/06/03

269 Road Traffic Regulation Act 1984 s.112(2) To request information as to the identity of a driver

Director of Resources, ~~or Head of Technical Services~~, or Car Parks and Cemeteries Manager Cabinet 201. of 8/04/02
or, Assistant Director of Commercial Services (Operational Development, or Waste Strategy Manager 8. of 4/06/03

271 Local Government Act 2000, s.15 To grant consents and to agree terms for the occasional use of car parks for exhibitions and similar events

Director of Resources, ~~or Head of Technical Services~~, or Car Parks and Cemeteries Manager Cabinet 201. of 8/04/02
8. of 4/06/03

**Highways Act
1980 s. 115C and
115E**

**To grant consent for the placing
of tables and chairs on the
highway subject to:**

**Head of Policy, Design and
Information, or Principal
Engineer (Transportation)**

**i. no objections being received
from the police, the County
Council or “relevant frontagers”
as defined by the Act.**

**ii. the proposal having the
benefit of planning consent**

**iii. the proposal conforms with
the guidelines developed by the
county council.**

**Public Health
Acts Amendment
Act 1890 s. 42**

**To enter into sponsorship
agreements for the enhancement
of roundabouts subject to no
objections being received from
the police, county council, town
or parish council and, in the
Heritage Area, the New Forest
Committee.**

**Head of Policy, Design and
Information; or Principal
Engineer (Transportation)
in consultation with
Landscape and Open
Space Team Leader.**

274 **Party Wall etc Act
1996**

**To be the "Appointing Officer" for the
purposes of the Act**

~~Head of Technical Services~~
Head of Development

**Cabinet
37. of**

Control

Cabinet
8. of 4/06/03

<p>276 Highways Act 1980 Road Traffic Regulations Act 1984 Local Authorities (Goods and Services) Act 1970 Local Government Act 1972 s.101 Local Government Act 2000, s.15 Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000</p>	<p>The functions referred to in the Agency Agreement (subject to the general qualifications and procedures contained therein) (with the exception of the temporary traffic management measures which are subject to separate delegation arrangements)</p>	<p>Director of Resources, or Head of Technical Services, or Head of Legal and Democratic Services, or Solicitors, or Principal Engineer (Transportation), or Democratic Services Manager or Head of Policy, Design and Information</p>	<p>Cabinet 23. of 10/07/03</p>
<p>Road Traffic Regulation Act 1984 (as amended)</p>	<p>To make and sign and Order, or to give Notice to bring into effect temporary road closures, temporary traffic diversions, temporary speed limits and other temporary traffic management</p>	<p>Director of Community Services or Head of Policy Design and Information, or Principal Engineer (Transportation), or Head of Legal and Democratic</p>	

measures subject to:

- (i) no objections being received during the consultation period (see *below) from either the Police or Hampshire County Council**
- (ii) Local District and County Members whose wards are directly affected being consulted and their views being carefully considered**
- (iii) Principal local public transport operators being consulted and their views being carefully considered**

Services, or Democratic Services Manager

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
RELATING TO ENVIRONMENT PORTFOLIO**

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
299	Local Government Act 1972 s.214 and Local Cemeteries Order 1977	To deal with grants of grave spaces and the approval of headstones and monuments	Head of Technical Services, or Car Parks and Cemeteries Manager, or Assistant Director Commercial Services (Operational Development) or Waste Strategy Manager	Cabinet 201. of 8/04/02 Cabinet 8. of 4/06/03
300	Local Government Act 2000, s.15	To review, on an annual basis, the sum paid to the Fordingbridge Town Council in recognition of its maintenance of St Mary's Closed Churchyard	Head of Technical Services Director of Resources	Cabinet 201. of 8/04/02 Cabinet 8. of 4/06/03
301	Local Government Act 2000, s.15 8/04/02	To authorise night time or other closures of public conveniences where circumstances indicate that such closure is warranted	Head of Technical Services, Assistant Director Commercial Services (Business Services) or Property Services Manager, in consultation with the Local Ward Members	Cabinet 201. of Cabinet 8. of 4/06/03
307	Land Drainage Act	To carry out drainage works, improve	Head of Technical Services, or	Cabinet

1991 s.14 8/04/02	existing water courses, or construct new works required for the drainage of any land	Assistant Director Commercial 201. of Services (Business Services), or Principal Engineer, or Senior Assistant Engineer, or Assistant Engineer, or Technical Assistant, or Technical Clerk
308 Land Drainage Act 1991 s.64 or	To enter land to carry out any functions under the Act	Head of Technical Services, or Cabinet Assistant Director of 201. of 8/04/02 Commercial Services (Business Services), Principal Engineer, or Senior Assistant Engineer, or Assistant Engineer, or Technical Assistant, or Technical Clerk
310 Land Drainage Act 1991 s.25	To carry out works in default and to recover any expenses incurred in so doing	Head of Technical Services, or Cabinet Principal Engineer - 201. of 8/04/02 Engineering, or Assistant Director Commercial Services (Business Services).
315 Local Government Act 2000, s.15	To provide technical advice on coastal matters to outside bodies within or adjacent to the District Council's boundaries, with costs being met from existing budgets	Head of Technical Services, or Cabinet Coastal Projects Manager 201. of 8/04/02 Cabinet 8. of 4/06/03

316 Local Government Act 2000, s.15	To sign the following MAFF DEFRA forms relating to coast protection and land drainage schemes -	<p>Applications for Schemes Approval</p> <p>Head of Technical Services, or Cabinet Coastal Projects Manager 201. of 8/04/02 or Assistant Director Cabinet Commercial Services 8. of 4/06/03 (Business Services) or Principal Engineer (Drainage)</p>
	Claims for grant aid and Variation Orders	<p>Head of Technical Services, or Cabinet Coastal Projects Manager 201. of 8/04/02 or Assistant Director Cabinet Commercial Services 8. of 4/06/03 (Business Services) or Principal Engineer</p>
	Countersigning of forms, where necessary	<p>Director of Resources, or Cabinet Assistant Director (Financial 201. of 8/04/02 Services), or Assistant Director Cabinet (Customer Services), or 8. of 4/06/03 Principal Accountants</p>
317 Local Government Act 2000, s.15 Water Act 1989 (s.69 Schedule 8)	To charge on the basis of actual costs, for engineering advice where he or she believes this to be sought on a commercial basis	<p>Head of Technical Services, or Cabinet Principal Building Control 201. of 8/04/02 Surveyor, or Head of Cabinet Consultancy Services, or Senior 8. of 4/06/03 Building Control Surveyor, or Head of Development Control, or Principal Engineer (Transportation),</p>

Or Assistant Direct Commercial Services (Business Services) or Principal Engineer

318 Local Government Act 2000, s.15	To serve or issue any notice or document and to settle claims arising from or relating to the sewerage functions of the Council	Head of Technical Services Director of Commercial Services, or Principal Engineer	Cabinet 201. of 8/04/02
319 Land Drainage Act 1991 Part II	Authority to exercise the powers contained within Part II of the Act in order to maintain facilitate or secure the drainage of land	Head of Technical Services, or Principal Engineer, or Senior Engineer, or Assistant Director Commercial Services	Cabinet 201. of 8/04/02 Cabinet 8. of
4/06/03		(Business Services), or Assistant Engineer.	
320 Coast Protection Act Technical Services, 1949	Cabinet contained within Part 1 of the Act in order to maintain existing and execute new coast protection works	Authority to exercise the powers Coastal Projects Manager	Head of 201. of 8/04/02

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
FINANCE AND SUPPORT PORTFOLIO**

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
323	Local Authorities (Goods and Services) Act 1970	To submit tenders to other organisations for individual contracts having a gross value of less than £50,000	Chief Executive, or appropriate Director, or Head of Technical Services	Cabinet 201. of 8/04/02
325	Local Government Act 2000, s.15	To settle terms for transactions for freehold or leasehold acquisitions and disposals not exceeding £30,000 where such acquisitions/disposals are in accordance with approved policy and subject, in the case of acquisitions, to budget provision	Head of Technical Services , or Director of Resources, or Valuer , in consultation with the appropriate Portfolio Holder	Cabinet 201. of 8/04/02
338	Local Government Act 2000, s.15	Hythe Marina - to act on behalf of the Council (as landowner) to determine proposed revisions which have no significant impact on the character of the development	Head of Technical Services Director of Resources, or Valuer	Cabinet 201. of 8/04/02

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
RELATING TO HOUSING PORTFOLIO
DELEGATIONS TO OFFICERS**

No	Source	Power Delegated	Delegation To	Minute Reference
349	Housing Act 1985 Part II (as amended) and Housing Act 1996 Part VI	To deal with - (a) The transfer of existing tenants	Housing Needs Manager	Cabinet 201. of 8/04/02
		(b) the allocation of tenancies to tenants of properties subject to Closing Orders, Demolition Orders and Undertakings not to use until the premises are made fit	Housing Needs Manager	Cabinet 201. of 8/04/02
		(c) the allocation and termination of licences for Council-owned residential caravan sites	Assistant Director (Housing Landlord Services)	Cabinet 201. of 8/04/02
		(d) the allocation of estate shop tenancies and the issue of Notices to Quit	Head of Technical Services, or Valuer, in consultation with the Assistant Director (Housing Strategic Services)	Cabinet 201. of 8/04/02

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
RELATING TO ENVIRONMENT PORTFOLIO**

AUTHORITIES TO ACT AND ENTER

No	Source	Power Delegated	Delegation To	Minute Reference
397	Land Drainage Act 1991	To enter land to carry out any function under the Land Drainage Act 1991	Head of Technical Services, Assistant Director Commercial Services (Business Services), or Principal Engineer, Senior Assistant Engineer, Assistant Engineer, Technical Assistant, Technical Clerk	Cabinet 201. of
398	Coast Protection Act Technical Services, 1949	Cabinet	Powers of entry and inspection Coastal Projects Manager, Assistant Engineer, Surveying Technician, Graduate Engineer, Engineering Technician, Trainee Surveying Technician	Head of 201. of 8/04/02