



COUNCIL: 28 APRIL 2003
CABINET: 4 JUNE 2003

RELEVANT PORTFOLIO:
ALL

DELEGATION OF POWERS TO OFFICERS

1.0 INTRODUCTION

- 1.1 The Council has an extensive scheme of powers delegated to the officers in order to conduct its business as smoothly and efficiently as possible.
- 1.2 On 18 November 2002 it was agreed to change the Senior Management Structure of the Council and all the powers delegated to the former Director of Environment Services were transferred to either the Director of Community Services or the Director of Resources (Cabinet minute 87, 18 November 2002; and Council minute 40, 18 November 2002 refer). The opportunity has however now been taken to look at the delegations more closely to make sure that they still reflect the most pragmatic way in which tasks need to be carried out. In addition, it is necessary to reflect other changes, such as the setting up of the Test Valley Partnership for the operation of Commercial Services, and revised Highway Agency arrangements.

2.00 THE PROPOSED CHANGES

- 2.1 The proposed amendments to the Scheme of Delegations of Powers to Officers are attached as Appendix 1 to this report. Proposed deletions are in text that has been struck through (i.e. ~~proposed deletions~~). Proposed additions are shown in bold type (i.e. **proposed additions**). In essence the proposed changes fall into the following main categories:
- i. The deletion of the powers delegated to the Director of Commercial Services when the Test Valley Partnership was first established (e.g. no's 11, 28, 51) and their replacement with a revised scheme which is more equivalent to the delegations which apply in other Directorates of this Council (new delegations following no 81)
 - ii. The inclusion of additional officers into existing powers, usually to reflect amendments to the Management Structures within Directorates (e.g. no's 73-78), or to widen the range of people within a Directorate who can sign essential documents.
 - iii. New delegations under new legislation or Regulations (e.g. new delegation following no. 103)

- i.v. Delegations where the transfer of the powers exercised by the Director of Environment Services to another Director would not be the best course of action (e.g. no's 134 and 137)
- v. Tidying up and seeking greater consistency between delegations (e.g. deleting no's 289 and 290, and amending no 287)
- vi. Deleting powers that are no longer required (e.g. no's 147 to 154)

3.0 CRIME AND DISORDER, ENVIRONMENTAL AND FINANCIAL IMPLICATIONS

3.1 None arising directly from this report.

4.0 RECOMMENDATIONS

4.1 FOR CABINET:

That the amendments to the Scheme of Delegation of Powers to Officers, that are the responsibility of the Cabinet, as set out in Appendix 1 to this report, be approved and adopted with immediate effect.

4.2 FOR COUNCIL:

That the amendments to the Scheme of Delegation of Powers to Officers, that are not the responsibility of the Cabinet, as set out in Appendix 1 to this report, be approved and adopted with immediate effect.

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Background Papers:

Working file

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

No	Source	Power Delegated	Delegation To	Minute Reference
11	Local Government Act 1972 s.101	To: (a) appoint employees in accordance with the corporate guidelines of the Authority in question; and (b) extend employment, and make appointments in special circumstances, beyond normal retirement age in accordance with any corporate requirements of the Authority in question; to meet the varying operational requirements of the Partnership arrangements set up between New Forest District Council and Test Valley Borough Council in respect of their Direct Services Organisations	Director of Commercial Services	Council 15. of 22/07/02 Cabinet 7. of 5/06/02

28	Local Government Act 1972 s.101	In respect of the partnership arrangements set up between New Forest District Council and Test Valley Borough Council in respect of their Direct Services Organisations, to:	Director of Commercial Services	Council
		(a) amend the details of the bonus and honorarium schemes, and other performance related payment schemes, approved by the Authority in question, to the extent that they relate to employment carried out under the Partnership arrangements; and		15. of 22/07/02
		(b) grant honorariums to employees in line with relevant authority's		Cabinet
				7. of 5/06/02
51	Local Government Act 1972 s.101	In respect of the partnership arrangements set up between New Forest District Council and Test Valley Borough Council in respect of their Direct Services Organisations, to dismiss employees in accordance with the corporate guidelines of the authority in question	Director of Commercial Services	Council
				15. of 22/07/02
				Cabinet
				7. of 5/06/02

Regulation of
Investigatory
Powers Act 2000

To:

Authorise an application where the likely consequence of directed surveillance would be intrusion on another person other than the target (collateral intrusion) and this at specially sensitive premises (used by lawyers or any form of medical or professional counselling or therapy)

Authorise an application where the likely consequence of the directed surveillance would be for the applicant officer to acquire knowledge of confidential material

Director of Resources, or Assistant Director (Financial Services), or Assistant Director (Customer Services), or Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director (Housing Landlord Services), or Assistant Director (Housing Strategic Services), or Assistant Director (Environmental Health), or Assistant Director of Leisure Services (Business Development), or Assistant Director of Leisure Services (Service Development), or Director of Environment Services, or Head of Policy, Design and Information, or Director of Commercial Services, **or Assistant Director (Commercial Services) (Business Services), or Assistant Director (Commercial Services) (Operational Services)**, or Head of Development Control, or Head of Consultancy Services, or Principal

Council 75. of
22/04/02

Regulation of Investigatory Powers Act 2000

Authorise an application for authority to carry out directed surveillance or for the conduct or the use of a covert human intelligence source

Authorise renewal of an application for authority to carry out directed surveillance or for the conduct or the use of a covert human intelligence source

Authorise the cancellation of an application for authority to carry out directed surveillance or for the conduct or the use of covert human intelligence source

Authorise the destruction of wholly unrelated material arising from surveillance or from the conduct or the use of a covert human intelligence source.

Engineer - Highways, or Principal Engineer (Land Drainage), or Principal Building Control Surveyor, or Chief Executive, or Head of Personnel

Director of Resources, or Assistant Director (Financial Services), or Assistant Director (Customer Services), or Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director (Housing Landlord Services), or Assistant Director (Housing Strategic Services), or Assistant Director (Environmental Health), or Assistant Director of Leisure Services (Business Development), or Assistant Director of Leisure Services (Service Development), or Director of Environment Services, or Head of Policy, Design and Information, or Director of Commercial Services, **or Assistant Director**

Council 75. of
22/04/02

Monitor the produce of the surveillance or from the conduct or the use of a covert human intelligence source

(Commercial Services) (Business Services), or Assistant Director (Commercial Services) (Operational Services), or Head of Development Control, or Head of Consultancy Services, or Principal Engineer - Highways, or Principal Engineer (Land Drainage), or Principal Building Control Surveyor, or Chief Executive, or Head of Personnel, or Audit Manager, or Principal Planning Officer (projects and Enforcement), or Valuer

~~73 Regulation of Investigatory Powers Act 2000 Authorise an application for authority to carry out directed surveillance or for the conduct or the use of a covert human intelligence source~~ Director of Resources, or Council Assistant Director (Financial Services), or Assistant Director (Customer Services), or Audit Manager, or Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director (Housing Landlord Services), or Assistant Director (Housing Strategic Services), or

75. of 22/04/02

~~Assistant Director
(Environmental Health), or
Assistant Director of Leisure
Services (Business
Development), or Assistant
Director of Leisure Services
(Service Development), or
or Head of Policy,
Design and Information, or
Director of Commercial
Services, or Head of
Development Control, or
Principal Planning Officer
(Projects and Enforcement), or
Valuer, or Head of Consultancy
Services, or Principal Engineer
Highways, or Principal
Engineer (Land Drainage), or
Principal Building Control
Surveyor, or Chief Executive, or
Head of Personnel~~

~~74 Regulation of Investigatory Powers Act 2000 Authorise renewal of an application for authority to carry out directed surveillance or for the conduct or the use of a covert human intelligence source Director of Resources, or Council Assistant Director (Financial Services), or Assistant Director (Customer Services), or Audit Manager, or Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director~~ 75. of 22/04/02

~~(Housing Landlord Services), or
Assistant Director (Housing
Strategic Services), or
Assistant Director
(Environmental Health), or
Assistant Director of Leisure
Services (Business
Development), or Assistant
Director of Leisure Services
(Service Development), or
Director of Environment
Services, or Head of Policy,
Design and Information, or
Director of Commercial
Services, or Head of
Development Control, or Principal Planning Officer
(Projects and Enforcement), or
Valuer, or Head of Consultancy
Services, or Principal Engineer
- Highways, or Principal
Engineer (Land Drainage), or
Principal Building Control
Surveyor, or Chief Executive, or
Head of Personnel~~

~~75 Regulation of Investigatory Powers Act 2000 Authorise cancellation of an application for authority to carry out directed surveillance or for the conduct or the use of a covert human intelligence source Director of Resources, or Assistant Director (Financial Services), or Assistant Director (Customer Services), or Audit Manager, or Assistant Director Council 75. of 22/04/02~~

~~_____ of Resources (ICT) Services, or
_____ Director of Community
_____ Services, or Assistant Director
_____ (Housing Landlord Services), or
_____ Assistant Director (Housing
_____ Strategic Services), or
_____ Assistant Director
_____ (Environmental Health), or
_____ Assistant Director of Leisure
_____ Services (Business
_____ Development), or Assistant
_____ Director of Leisure Services
_____ (Service Development), or
_____ Director of Environment
_____ Services, or Head of Policy,
_____ Design and Information, or
_____ Director of Commercial
_____ Services, or Head of
_____ Development Control, or Principal Planning Officer
_____ (Projects and Enforcement), or
_____ Valuer, or Head of Consultancy
_____ Services, or Principal Engineer
_____ Highways, or Principal
_____ Engineer (Land Drainage), or
_____ Principal Building Control
_____ Surveyor, or Chief Executive, or
_____ Head of Personnel~~

~~76 Regulation of _____ Authorise destruction of wholly _____ Director of Resources, or _____ Council
_____ Investigatory _____ unrelated material arising from _____ Assistant Director (Financial _____ 75. of 22/04/02~~

~~Powers Act 2000 surveillance or from the conduct or the use of a covert human intelligence source Services), or Assistant Director (Customer Services), or Audit Manager, or Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director (Housing Landlord Services), or Assistant Director (Housing Strategic Services), or Assistant Director (Environmental Health), or Assistant Director of Leisure Services (Business Development), or Assistant Director of Leisure Services (Service Development), or Director of Environment Services, or Head of Policy, Design and Information, or Director of Commercial Services, or Head of Development Control, or Principal Planning Officer (Projects and Enforcement), or Valuer, or Head of Consultancy Services, or Principal Engineer – Highways, or Principal Engineer (Land Drainage), or Principal Building Control Surveyor, or Chief Executive, or Head of Personnel~~

77	Regulation of Investigatory Powers Act 2000	Monitor the produce of the surveillance or from the conduct or the use of a covert human intelligence source	Director of Resources, or Assistant Director (Financial Services), or Assistant Director (Customer Services), or Audit Manager, or Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director (Housing Landlord Services), or Assistant Director (Housing Strategic Services), or Assistant Director (Environmental Health), or Assistant Director of Leisure Services (Business Development), or Assistant Director of Leisure Services (Service Development), or Director of Environment Services, or Head of Policy, Design and Information, or Director of Commercial Services, or Head of Development Control, or Principal Planning Officer (Projects and Enforcement), or Valuer, or Head of Consultancy Services, or Principal Engineer Highways, or Principal Engineer (Land Drainage), or Principal Building Control Surveyor, or Chief Executive, or Council	75. of 22/04/02
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~~Head of Personnel~~

~~78 Regulation of Investigatory Powers Act 2000 Authorise an application where the likely consequence of directed surveillance would be intrusion on another person other than the target (collateral intrusion) and this at specially sensitive premises (used by lawyers or for any form of medical or professional counselling or therapy). Director of Resources, or Assistant Director (Financial Services), or Assistant Director (Customer Services), or Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director (Housing Landlord Services), or Assistant Director (Housing Strategic Services), or Assistant Director (Environmental Health), or Assistant Director of Leisure Services (Business Development), or Assistant Director of Leisure Services (Service Development), or Director of Environment Services, or Head of Policy, Design and Information, or Director of Commercial Services, or Head of Development Control, or Head of Consultancy Services, or Principal Engineer (Highways), or Principal Engineer (Land Drainage), or Principal Building Control Surveyor, or Chief Executive, or Head of Council~~

~~75. of 22/04/02~~

~~Personnel~~

~~79~~ ~~Regulation of~~ ~~Investigatory~~ ~~Powers Act 2000~~ ~~Authorise an application where the~~ ~~likely consequence of the directed~~ ~~surveillance would be for the~~ ~~applicant officer to acquire~~ ~~knowledge of confidential material~~ ~~Director of Resources, or~~ ~~Assistant Director (Financial~~ ~~Services), or Assistant Director~~ ~~(Customer Services), or~~ ~~Assistant Director of Resources~~ ~~(ICT) Services, or Director of~~ ~~Community Services, or~~ ~~Assistant Director (Housing~~ ~~Landlord Services), or Assistant~~ ~~Director (Housing Strategic~~ ~~Services), or Assistant Director~~ ~~(Environmental Health), or~~ ~~Assistant Director of Leisure~~ ~~Services (Business~~ ~~Development), or Assistant~~ ~~Director of Leisure Services~~ ~~(Service Development), or~~ ~~Director of Environment~~ ~~Services, or Head of Policy,~~ ~~Design and Information, or~~ ~~Director of Commercial~~

~~Services,~~ ~~where the~~ ~~Investigatory~~ ~~Powers Act 2000~~ ~~79~~ ~~Director of Resources, or~~ ~~likely consequence of the directed~~ ~~surveillance would be for the~~ ~~Regulation of~~ ~~Council~~ ~~Assistant Director (Financial~~ ~~Services), or Assistant Director~~ ~~75. of 22/04/02~~ ~~Cabinet~~ ~~Authorise an application~~

~~applicant officer to acquire knowledge of confidential material~~

~~(Customer Services), or~~

~~Assistant Director of Resources (ICT) Services, or Director of Community Services, or Assistant Director (Housing Landlord Services), or Assistant Director (Housing Strategic Services), or Assistant Director (Environmental Health), or Assistant Director of Leisure Services (Business Development), or Assistant Director of Leisure Services (Service Development), or Director of Environment Services, or Head of Policy, Design and Information, or Director of Commercial or Head of Development Control, or Head of Consultancy Services, or Principal Engineer – Highways, or Principal Engineer (Land Drainage), or Principal Building Control Surveyor, or Chief Executive, or Head of Personnel~~

201. of 8/04/02

81 Local Government Act 1972 s.101 To settle terms for transactions for freehold acquisitions and disposals of land and for the grant or acquisition

Director of Resources, **or Head of Consultancy Services**, or Valuer

Council 75. of 22/04/02

of leasehold interests and/or licences
in land to a maximum value of
£30,000, ~~in accordance with~~
~~approved policy and subject to budget~~

**Local Government
Act 1972 s.101**

**To exercise the following powers in
respect of staff employed in the
Commercial Services Organisation
under the Partnership arrangement
with Test Valley Borough Council,
within the corporate guidelines of
the respective authority:**

**Director of Commercial
Services, or Assistant
Director (Commercial
Services) (Business
Services), or Assistant
Director (Commercial
Services) (Operational
Services) in consultation
with the Head of Personnel
in the respective
employing authority**

To appoint employees.

**Except the Assistant
Directors**

**To make all job offers and approve
contracts of employment or
variations to contracts**

**Except the Assistant
Directors**

To recruit temporary staff

**To appoint a person to a post
without advertisement**

To define and enact employment

In consultation with

contracts for job sharing, home working, fixed terms and other type of employment consistent with the needs of the service, within the approved budget

Employees' side representatives

To authorise employees to attend any course or conference and to authorise payments of course fees and other expenses

No consultation with Head of Personnel necessary.

To authorise eye tests for VDU users.

To dismiss an employee in the probationary period if the employee fails to meet the performance standards required

In consultation with the appropriate Employees' Side representatives.

To undertake disciplinary action and to dismiss employees in accordance with the corporate guidelines of the authority in question

Local Government Act 1972 s.101

To exercise the following powers in respect of staff employed in the Commercial Services Organisation under the Partnership arrangement with Test Valley Borough Council within the corporate guidelines of the respective authority:

Director of Commercial Services, in consultation with the Head of Personnel in the respective employing authority

To approve and sign on behalf of the Council local amendments to the national conditions of service, where approved by the relevant Personnel Services, as complementing single status for employees

To determine management and employee structures below the Level of Head of Service, subject to a business case

To appoint employees within the approved establishment

To make all job offers and approve contracts of employment or variations to contracts

To extend employment, and make appointments in special circumstances, beyond normal retirement age.

In consultation with the Director of Resources, the Head of Finance (TVBC) the Leaders of the Political Groups and Employees' Side representatives in each authority.

Subject to prior notification to the Executive Committee for the Assistant Directors

In respect of the Assistant Directors

To agree temporary posts

To determine whether membership of a professional institute is of direct benefit to the respective Councils and whether the subscription should be paid by that Council

To determine the eligibility of a vacant or new post for a leased car or essential car allowance before the post is advertised

In consultation with the Chief Executive of the relevant authority

To authorise and specified leased vehicle for a post holder who would not normally be eligible for a leased car who travels in excess of 8,000 miles per annum

To agree and amend the details of the bonus and honorarium schemes and other performance related payment schemes that apply to the Test Valley Partnership

In consultation with the Director of Resources and Head of Finance (TVBC)

To grant honorariums in line with the relevant authority's scheme.

To agree suitable arrangements to recognise any employee who completes a recognised period of

In consultation with the Chairman of the Council and relevant portfolio

continuous service

holders in the employing Council

To disregard a short break, in appropriate circumstances, when calculating long service (e.g. parental breaks)

In consultation with the Director of Resources or Head of Finance (TVBC)

To approve salary advancement, other than annual increments, within the approved salary band

To approve planned overtime payments to officers in receipt of a basic salary above spinal point 33.

To approve injury allowances or other gratuities

In consultation with Director of Resources, or Head of Finance (TVBC) and Employees' Side representatives.

To grant leave concessions

No consultation with Head of Personnel necessary

To extend an employees period of sick leave entitlement for a period not exceeding six months (three months at any one time) provided that there appears to be reason to consider the employee will return to

No consultation with Head of Personnel necessary

work at the end of the extended period

Local Government Pension Scheme Regulations 1997

To exercise the following powers in respect of staff employed in the Commercial Services Organisation under the Partnership arrangement with Test Valley Borough Council within the corporate guidelines of the respective authority:

To approve the retirement of employees on grounds of permanent ill-health or incapacity of mind or body

To approve early payment of preserved benefits or allowances to ex-employees who have had to give up work in order to provide care to a close, infirm relative, subject to a business case.

To approve redundancies and terminations of employment in the interest of the efficiency of the service, subject to a business case.

To grant existing employees extra

Director of Commercial Services, in consultation with the Head of Personnel in the respective employing authority and the Director of Resources or Head of Finance (TVBC) and the appropriate Employees' Side

No consultation necessary

periods of membership of the Local Government Pension Scheme, subject to a business case.

with Employees' Side Representatives

To extend periods within which a manual worker who returns to Local Government under the terms of Regulation 14 (3) (b) can opt to retain the right to pay contributions at 5%

No consultation necessary with Employees' Side Representatives

To approve voluntary early retirement of employees aged 50-60 years, subject to a business case.

Local Government Act 1972 s.101

To exercise the following powers in respect of staff employed in the Commercial Services Organisation under the Partnership arrangement with Test Valley Borough Council within the corporate guidelines

Director of Commercial Services, in consultation with the Head of Personnel in the respective employing authority and the Director of Resources or Head of Finance (TVBC), the Monitoring Officer in the respective authority and the appropriate Employees' Side (unless the employee requests they should not be)

To agree negotiated settlements in respect of an individual employee with ACAS and/or employee representative to avoid further legal

action against the Council

- **Below £5000 within existing budgets**
- **Above £5000 but within existing budget**

In consultation with appropriate portfolio holder and leaders of political groups

Local Government Act 1972 s.101

To exercise the following powers in respect of staff employed in the Commercial Services Organisation under the Partnership arrangement with Test Valley Borough Council within the corporate guidelines

To approve negotiated settlements under a compromise agreement to mutually agree a termination of employment and avoid legal action against the Council

- **Below £5000 within existing budgets**
- **Above £5000 within existing budgets**

Director of Commercial Services, or the Head of Personnel, or the Chief Executive, in consultation with the Monitoring Officer in the respective authority, (who must approve the payment) and the appropriate Employees' Side representative

In consultation with the appropriate portfolio holder and Leaders of the Political Groups

Local Government

To exercise the following powers in

Director of Commercial

**(Early Termination
of Employment)
(Discretionary
Compensation)
(England and
Wales)
Regulations 2000**

**respect of staff employed in the
Commercial Services Organisation
under the Partnership arrangement
with Test Valley Borough Council
within the corporate guidelines:**

**To approve the early payment of
pension benefits for redundancies
and terminations of employment in
the interest of the efficiency of the
service, subject to a business case**

**Services, in consultation
with the Head of Personnel
in the respective
employing authority and
the Director of Resources
or Head of Finance (TVBC)
and the appropriate
Employees' Side**

**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
91	Local Government Act 1972 s.101 Police Act 1997 Part V	To be the countersignatories for the purpose of registration within the Criminal Records Bureau	Personnel Manager, or Personnel Officer Head of Support Services – Environment Services , or Recruitment Administrator (Community Services Directorate), or Administration Section Manager (Resources Directorate), or Head of Support Services (Community Services), or Assistant Director (Commercial Services) (Business Services), or Assistant Director (Commercial Services) (Operational Services)	Council 75. of 22/04/02
96	Local Authorities (Executive Arrangements) (Access to Information) Regulations 2000	To be "Proper Officers" for the purposes of Regulations 6 and 9(4) of the Regulations	Chief Executive, Head of Consultancy 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	Council 75. of 22/04/02 Cabinet 201. of 8/04/02

103 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	<p>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, Corporate Planning Co-ordinator, Head of Personnel, Head of Policy, Design and Information, Head of Development Control, Assistant Director (Commercial Services) (Business Services), or Assistant Director (Commercial Services) (Operational Services)</p>	Council 75. of 22/04/02
		<p>Chief Executive, Head of Consultancy 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</p>	

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, Corporate Planning Co-ordinator,
Head of Personnel, Head of
Policy, Design and Information,
Head of Development Control, **Assistant Director
(Commercial Services) (Business Services), or
Assistant Director (Commercial Services)
(Operational Services)**

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

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
	Scrap Metal Dealers Act 1964	To serve any relevant notice, issue any necessary Authorisation, licence or permit and inspect where applicable at any reasonable time any premises and enforce the relevant legislation for the purposes specified in the Acts which are delegated to the Committee	Licensing Officer	
	Motor Vehicle Salvage Operators Regulations 2002	To issue licenses.	Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Environmental Health Manager (Commercial), or Senior Environmental Health Officers, or Environmental Health Officers, or Environmental Health Technicians, or Licensing Officer	

131	Guard Dogs Act 1975 Dangerous Dogs Act 1991	To administer and enforce the provisions of the Act in the name of the Council	Assistant Director (Environmental Health), or Environmental Health Manager (Commercial), or Mr B Fuller - Veterinary Surgeon, or Dog Wardens	Council 75. of 22/04/02
134	Local Government (Miscellaneous Provisions) Act 1976 (Indoor Entertainment)	To determine all applications for the grant, renewal, variation or transfer of public entertainment licences	Assistant Director (Environmental Health), or Environmental Health Manager (Commercial), in consultation with the Director of Environment Services the Head of Development Control, Principal Building Control Surveyor, Chief Fire Officer, and Hampshire Constabulary	Council 75. of 22/04/02
		To remit, at his or her discretion, all or part of the licensing fee in respect of entertainment of an educational or other character or given for any charitable or other like purpose	Assistant Director (Environmental Health)	Council 75. of 22/04/02
137	Cinemas Act 1985	To determine applications for licences under the Act	Assistant Director (Environmental Health), or Environmental Health Manager (Commercial), in consultation with the Director of Environment Services , Head of Development Control, Principal Building Control Surveyor, Chief	Council 75. of 22/04/02

			Fire Officer, and Hampshire Constabulary	
138	Theatres Act 1968 s.12 - 14	To determine applications for licences under the Act	Assistant Director (Environmental Health), or Environmental Health Manager (Commercial), in consultation with the Director of Environment Services, Head of Development Control, Principal Building Control Surveyor, Chief Fire Officer, and Hampshire Constabulary	Council 75. of 22/04/02
139	Late Night Refreshment Houses Act 1969	To determine applications for licences under the Act	Assistant Director (Environmental Health), or Environmental Health Manager (Commercial), in consultation with the Director of Environment Services, Head of Development Control, Principal Building Control Surveyor,, and Hampshire Constabulary	Council 75. of 22/04/02
140	Local Government Miscellaneous Provisions Act 1982, s.4	To make a Closing Order requiring the closure of a take-away food shop between 12 midnight and 5.00 a.m.	Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Environmental Health Manager (Commercial), or Senior Environmental Health Officers Hughes - Veterinary Surgeon	Council 75. of 22/04/02 201. of 8/04/02
147	Highways Act 1980	Within the agency area, to grant	Director of Environment	Council

s.139	permission for the depositing of builders' skips on the highway	Services, or Head of Consultancy Services, or Principal Engineer, or Assistant Engineer	75. of 22/04/02
148	Highways Act 1980 s.140	Within the agency area to require the removal or re-positioning of builders' skips placed on a highway	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer, or Assistant Engineer
148	Highways Act 1980 s.140	Within the agency area to require the removal or re-positioning of builders' skips placed on a highway	Council 75. of 22/04/02
150	Highways Act 1980 s.149	(1) Within the agency area to exercise the Council's powers in regard to the removal of things deposited on the highway	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer
150	Highways Act 1980 s.149	(1) Within the agency area to exercise the Council's powers in regard to the removal of things deposited on the highway	Council 75. of 22/04/02
150	Highways Act 1980 s.149	(1) Within the agency area to exercise the Council's powers in regard to the removal of things deposited on the highway	Cabinet 201. of 8/04/02
150	Highways Act 1980 s.149	(2) Within the agency area, to make complaint to a Magistrates' Court for a Removal and Disposal Order under Sections 149(1) and 149(3)	Head of Legal and Democratic Services, or Solicitors
150	Highways Act 1980 s.149	(2) Within the agency area, to make complaint to a Magistrates' Court for a Removal and Disposal Order under Sections 149(1) and 149(3)	Council 75. of 22/04/02
150	Highways Act 1980 s.149	(2) Within the agency area, to make complaint to a Magistrates' Court for a Removal and Disposal Order under Sections 149(1) and 149(3)	Cabinet 201. of 8/04/02
151	Highways Act 1980 s.169 and 172-173	To serve notices and to take action under the following:-	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer, or Principal Building Control Surveyor
151	Highways Act 1980 s.169 and 172-173	To serve notices and to take action under the following:-	Council 75. of 22/04/02
151	Highways Act 1980 s.169 and 172-173	To serve notices and to take action under the following:-	Cabinet 201. of 8/04/02
151	Highways Act 1980 s.169 and 172-173	(1) Section 169 Control of scaffolding in highways;	Principal Engineer, or Principal Building Control Surveyor
151	Highways Act 1980 s.169 and 172-173	(2) Sections 172 and 173 Hoardings	201. of 8/04/02
152	Highways Act 1980 s.171	Within the agency area:-	Director of Environment Services, or Head of
152	Highways Act 1980 s.171	Within the agency area:-	Council 75. of 22/04/02

~~(1) To grant consent for the temporary depositing of building materials, etc in a street or for temporary excavations, subject to such conditions as he or she thinks fit~~ ~~Consultancy Services, or Principal Engineer, or Assistant Engineer~~ ~~Cabinet~~ ~~201. of 8/04/02~~

~~(2) Where offences under sub-section (6)(c) are committed, to exercise the Council's powers to remove any obstruction or fill in any excavation and to recover the~~ ~~Director of Environment Services, in consultation with the Head of Legal and Democratic Services or, in his or her absence, Solicitors~~ ~~Council~~ ~~75. of 22/04/02~~ ~~Cabinet~~ ~~201. of 8/04/02~~

~~154. New Roads and Street Works Act 1991 s.50~~ ~~Within the agency area to exercise the Council's powers in regard to licensing (including the withdrawal of licences) persons to place apparatus in the highway and to break open the highway for the purposes set out in the Act~~ ~~Director of Environment Services, or Head of Consultancy Services, or Principal Engineer, or Assistant Engineer~~ ~~Council~~ ~~75. of 22/04/02~~ ~~Cabinet~~ ~~201. of 8/04/02~~

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

No	Source	Power Delegated	Delegation To	Minute Reference
165	Animal Boarding Establishments Act 1963 Breeding of Dogs Act 1973 Caravan Sites & Control of Development Act 1960 Dangerous Wild Animals Act 1976 Food Safety Act 1990 (s.19) Guard Dogs Act 1975 Local Government (Miscellaneous Provisions) Acts 1976 and 1982 Noise and Statutory Nuisance Act 1993 Pet Animals Act 1951 Public Health Acts 1936 and 1961	Authority to enter for the purposes of the Acts and any amending Statutes and Regulations in respect of functions which are delegated to the Committee	Assistant Director (Environmental Health), or Environmental Health Manager (Commercial), or Corporate Health and Safety Manager, or Environmental Health Manager (Environmental Protection), or Senior Environmental Health Officers, or Environmental Health Technicians, or Health Policy Development Manager, or Environmental Health Officers	Council 75. of 22/04/02

Riding
Establishments
Acts 1964 and 1970
Scrap Metal
Dealers Act 1964
Slaughterhouses
Act 1974, **Zoo Licensing**
Act 1981

**FUNCTIONS WHICH ARE DELEGATED TO THE
PLANNING DEVELOPMENT CONTROL COMMITTEE**

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
180	Town and Country Planning Act 1990 (s.106)	To consider applications for the exercise of discretion that is allowed within the terms of a planning legal agreement and to determine the application	Director of Environment Services, Head of Legal and Democratic Services in consultation with Head of Development Control or Head of Policy Design and Information	Council 75. of 22/04/02
196	Town and Country Planning Act 1990 (s.178) Planning (Listed Buildings and Conservation Areas) Act 1990 (s.42(3) and s.74(3)) Public Health Act	To sell materials removed in executing works required by an Enforcement Notice	Director of Community Services, or Director of Resources, or Head of Legal and Democratic Services, or Solicitors, or Head of Development Control, or Principal Planning Officer	Council 75. of 22/04/02
202	Planning (Listed Buildings and Conservation Areas) Act 1990 (S.89) Town and Country	To require information on interests in land and its use	Head of Legal and Democratic Services, or Solicitors, or Director of Community Services, or Head of Development Control, or Principal Planning Officer	Council 75. of 22/04/02

Planning Act 1990
(S.330(1) and
S.330(2))
Miscellaneous
Provisions Act 1976
(s.16)

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET
CABINET FUNCTIONS GENERALLY
DELEGATIONS TO OFFICERS**

No	Source	Power Delegated	Delegation To	Minute Reference
218	Local Government Act 2000, s.15	To appoint professional consultants, subject to financial provision being available within approved budgets in accordance with Standing Orders with respect to Contracts	Chief Executive, or appropriate Director, in consultation with the appropriate Portfolio Holder and with the Leader of the Council, or Heads of Service	Cabinet 201. of 8/04/02
221	Local Government Act 2000, s.15	To act as supervising officer for purposes of contracts for vehicle and plant and grounds maintenance	Director of Environment Services, or Head of Consultancy Services	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
222	Local Government Act 2000, s.15	To act as Supervising Officer for the purposes of all contracts entered into for the cleaning of buildings and collection of refuse	Director of Environment Services, or Head of Consultancy Services	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
223	Local Government Act 2000, s.15	To act as Supervising Officer for the purpose of all contracts entered into for cleaning other than cleaning of buildings and collection of refuse	Director of Environment Services, or Head of Consultancy Services	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
224	Local Government Act 2000, s.15	To act as supervising officer for the purpose of the housing management contract	Director of Community Services, or Assistant Director (Housing Strategic Services)	Council 75. of 22/04/02 Cabinet 201. of 8/04/02

~~225 Local Government Act 2000, s.15 To act as supervising officer for the purpose of the catering services contract Assistant Director of Leisure Services (Service Council 75. of 22/04/02 Cabinet 201. of 8/04/02~~

~~226 Local Government Act 2000, s.15 To agree any term, condition or provision within any legal documentation to protect the interests of the Council Director of Environment Services, or Head of Legal and Democratic Services, or Valuer, in consultation with the appropriate Solicitors, or Portfolio Holder Council 75. of 22/04/02 Cabinet 201. of 8/04/02~~

229 Local Government Act 1972 s.101 Police Act 1997 Part V To be the countersignatories for the purpose of registration within the Criminal Records Bureau Personnel Manager, or **Personnel Officer**, or Head of Support Services - Environment Services, or Recruitment Administrator (Community Services Directorate), or Administration Section Manager (Resources Directorate), **or Head of Support Services (Community Services), or Assistant Director (Commercial Services) (Business Services), or Assistant Director (Commercial Services) (Operational Services)** Cabinet 201. of 8/04/02

**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
230	Criminal Justice and Public Order Act 1994 s.77, s.78 and s.79	To issue directions and to serve notices for unauthorised campers to leave land	Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Environmental Health Manager (Commercial) , or Senior Environmental Health Officers, or Environmental Health Officers	Cabinet 201. of 8/04/02
	Local Government Act 2000, s.15	To take any action and make such decisions as considered appropriate in any emergency situation in the interests of the functions and services administered by the Council	Chief Executive, or Directors	
233	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, Elizabeth Malcolm Chris Malyon - Second Deputy Emergency Controller, [Vacancy] John Rainbow – Head of Technical Group, John Rainbow - District Oil and Chemical Pollution	Cabinet 201. of 8/04/02

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

**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
246	Building Act 1984	To approve or reject, where appropriate, all applications under Building Regulations	Director of Environment Services, Services, or Principal Building Control Surveyor	Cabinet 201. of 8/04/02
	Local Government Act 2000, s.15	Except in the case of the Council's own schemes, to authorise relaxation Of Building Regulations as necessary	Director of Environment Services- Head of Consultancy Services, or Principal Building Control Surveyor	Cabinet 201. of 8/04/02
		Remarks: Relaxations relating to the Council's own schemes require approval of Cabinet		

262	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	Director of Community Services, or Head of Consultancy Services, or Principal Engineer (Transportation)	Cabinet 201. of 8/04/02
263	Highways Act 1980 s.141(2)	Within the agency area, to serve notice on the owner or occupier of land requiring the removal of any tree or shrub planted in contravention of Section 141	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
264	Highways Act 1980 s.143	To exercise the Council's powers in regard to the removal of structures from the highway	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
265	Highways Act 1980 s.151	To serve notices requiring the prevention of soil or refuse from falling onto the street, sewer or gulley	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
266	Highways Act 1980 s.154	To serve notices and to take action in regard to cutting, felling etc, hedges, trees or shrubs which overhang or are a danger to roads or footpaths	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
267	Highways Act 1980 s.163	To serve notices requiring the construction and maintenance of	Director of Environment Services, or Head of	Council 75. of 22/04/02

		channels, gutters etc to prevent water falling on or flowing onto the	Consultancy Services, or Principal Engineer	Cabinet 201. of 8/04/02
268	Highways Act 1980 s.164	(1) To serve notices requiring the abatement of a nuisance caused by barbed wire etc, fences on land adjoining a highway	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
		(2) If notices are not complied with within the prescribed period, to make complaint to the Magistrates Court	Head of Legal and Democratic Services, or Solicitors	
271	Highways Act 1980 s.184	Within the agency area, to exercise the Council's powers in regard to vehicle crossings over footways and verges	Director of Environment Services, or Head of Consultancy Services, or Principal Engineer	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
275	Local Government Act 2000, s.15	To approve terms for commuted car parking payments, where appropriate, in accordance with policy	Director of Resources, or Head of Consultancy Services, or Valuer, or Principal Engineer (Transportation)	Cabinet 201. of 8/04/02
276	Local Government Act 2000, s.15	To decide whether to charge offenders with the costs of removal of illegal signs/displays on public highways and the costs of reinstatement of any damage	Director of Environment Services, or Head of Consultancy Services	Council 75. of 22/04/02 Cabinet 201. of 8/04/02
278	Local Government Act 2000, s.15	To ensure that the Council's obligations under the management contract for the highways agency area the County Council's agency agreements are discharged	Director of Resources	Cabinet 201. of 8/04/02

279	Public Health Act 1925 s.18	To issue notices and documents relating to street names and numbers	Director of Resources Services, or Head of Consultancy Services, or Principal Contracts Car Parks and Cemeteries Manager	Cabinet 201. of 8/04/02
281	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 Consultancy Services, or Customer Services Car Parks and Cemeteries Manager	Cabinet 201. of 8/04/02
283	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 Consultancy Services, or Customer Services Car Parks and Cemeteries Manager	Cabinet 201. of 8/04/02
284	Road Traffic Regulation Act 1984 s.112(2)	To request information as to the identity of a driver	Director of Resources, or Head of Consultancy Services, or Customer Services Car Parks and Cemeteries Manager	Cabinet 201. of 8/04/02
286	Local Government Act 2000, s.15	To grant consents and to agree terms for the occasional use of car parks for exhibitions and similar	Director of Resources, or Head of Consultancy Services, or Customer Services Car Parks and Cemeteries Manager	Cabinet 201. of 8/04/02
287	Goods Vehicles (Licensing of Operators) Act	To make representations on applications relating to the issue of new or variations to existing operators' licences	Director of Environment Services, or Head of Development Control, or Area Planning Officers, or Principal	Cabinet 201. of 8/04/02

~~Planning Officer, or Planning Officers, or Assistant Planning Officers~~ **in consultation with Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Senior Environmental Health Officers, or Environmental Health Officers**

To determine whether or not an objection to an application for or variation of a goods vehicle operator's licence is appropriate and, if so, to make objection on appropriate grounds on behalf of the Council to the grant or variation of a licence

in consultation with local ward members

In the event of non agreement between or with local Members, to refer to the relevant Portfolio Holder for determination whether to make representations at an inquiry to support the objection

288 Local Government Act 2000, s.15

In appropriate cases to inform the Licensing Authority that the Council, without prejudice to its formal consideration of the licence

~~Director of Environment Services~~ **Head of Development Control, or Area Planning Officers, or Principal**

Cabinet
201. of 8/04/02

application, has no objection to a temporary heavy goods licence being issued, for not more than three months, to an operator

Planning Officer, in consultation with Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Senior Environmental Health Officers, or Environmental Health Officers

~~289 Goods Vehicle (Licensing of Operators) Act 1995 s.12(2) or 19(2)~~ ~~To determine whether or not an objection to an application for or variation of a goods vehicle operator's licence is appropriate and, if so, to make objection on appropriate grounds on behalf of the Council to the grant or variation of a~~ ~~Director of Environment Services, or Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Senior Environmental Health Officers, or Environmental Health Officers, in consultation~~ ~~Council~~ ~~75. of 22/04/02~~ ~~Cabinet~~ ~~201. of 8/04/02~~

~~290 Goods Vehicle (Licensing of Operators) Act 1995 s.12(2) or 19(2)~~ ~~In the event of non agreement between or with local Members, to submit an objection to the grant of the application and report to the next meeting of the relevant Portfolio Holder for determination whether to make representations at an inquiry to support the objection~~ ~~Director of Environment Services, or Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Senior Environmental Health Officers, or Environmental Health Officers~~ ~~Council~~ ~~75. of 22/04/02~~ ~~Cabinet~~ ~~201. of 8/04/02~~

291 Party Wall etc Act 1996 To be the "Appointing Officer" for the purposes of the Act ~~Director of Environment Services~~ , **Head of Consultancy Services** Cabinet 37. of 8/07/02

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

DELEGATIONS TO OFFICERS

No	Source	Power Delegated	Delegation To	Minute Reference
296	Local Government Act 2000, s.15	To use discretion in the provision of supplies and services, free of charge, to encourage local voluntary effort in litter collection	Director of Environment Services, or Head of Consultancy Services Director of Commercial Services	Cabinet 201. of 8/04/02
297	Environmental Protection Act 1990 Part IV s. 88	To serve fixed penalty notices for leaving litter	Director of Environment Services, or Head of Consultancy Services, or Principal Contracts Manager Director of Commercial Services	Cabinet 201. of 8/04/02
298	Environmental Protection Act 1990 s.92	To serve litter abatement notices	Director of Environment Services, or Head of Consultancy Services, or Principal Contracts Manager Director of Commercial Services	Cabinet 201. of 8/04/02
299	Environmental Protection Act 1990 s.93	To serve street litter control notices	Director of Environment Services, or Head of Consultancy Services, or Principal Contracts Manager Director of Commercial	Cabinet 201. of 8/04/02

Services

300	Environmental Protection Act 1990 s.94	To serve street litter control notices - supplementary provisions	Director of Environment Services, or Head of Consultancy Services, or Principal Contracts Manager Director of Commercial Services	Cabinet 201. of 8/04/02
301	Local Government Act 2000, s.15	(1) To increase the prices of refuse/garden sacks sold to the public should the wholesale price of sacks increase to the extent where he or she considers the additional cost should be passed to the consumer (2) To reduce the price of sacks at	Director of Environment Services, or Head of Consultancy Services Director of Commercial Services	Cabinet 201. of 8/04/02
302	Local Government Act 2000, s.15	To serve or issue any notice or document and to settle claims arising from or relating to the refuse collection function of the Council	Director of Environment Services, or Head of Consultancy Services Director of Commercial Services	Cabinet 201. of 8/04/02
303	Local Government Act 2000, s.15	To remit charges for special collections of household waste	Head of Consultancy Services Director of Commercial Services	Cabinet 201. of 8/04/02

304	Refuse Disposal (Amenity) Act 1978	To deal with abandoned vehicles	Director of Environment Services, or Head of Consultancy Services, or Principal Contracts Manager Director of Commercial Services, or Car Parks and Cemeteries Manager	Cabinet 201. of 8/04/02
315	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	Director of Environment Services, or Head of Consultancy Services, or Customer Services Manager Car Parks and Cemeteries Manager	Cabinet 201. of 8/04/02
316	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	Director of Environment Services, or Head of Consultancy Services	Cabinet 201. of 8/04/02
317	Local Government Act 2000, s.15	To authorise night time or other closures of public conveniences where circumstances indicate that such closure is warranted	Director of Environment Services, or Head of Consultancy Services, or Principal Contracts Manager, or Property Services Manager in consultation with the Local Ward Members	Cabinet 201. of 8/04/02

<p>320 Building Act 1984 Clean Air Acts 1956, 1968 and 1993 Control of Pollution Act 1974 – Other than s.60 and s.61 Control of Pollution Amendment Act 1989 Dangerous Dogs Act 1991 Deer Act 1980 Environmental Protection Act 1990 Food and Environmental Protection Act 1985 Food Safety Act 1990 and Regulations thereunder Guard Dogs Act 1975 Local Government (Miscellaneous Provisions) Acts 1976 and 1982</p>	<p>To serve any relevant notice, issue any necessary Authorisation, licence or permit and inspect where applicable at any reasonable time any premises and enforce the relevant legislation for the purposes specified in the Acts for environmental health functions which are a Cabinet responsibility</p>	<p>Assistant Director (Environmental Health), or Environmental Health Manager (Environmental Protection), or Environmental Health Manager (Commercial), or Health Policy Development Manager, or Corporate Health and Safety Manager, or Senior Environmental Health Officers, or Environmental Health Officers, or Senior Building Surveyors</p>	<p>Cabinet I 201. of 8/04/02</p>
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Noise Act 1996
 Offices Shops &
 Railway Premises
 Act 1963
 Prevention of
 Damage By Pests
 Act 1949
 Police and Criminal
 Justice Act 1974
 Public Health Acts
 1936 and 1961
 Rag, Flock and
 Other Filling
 Materials Act 1951
 Scrap Metal
 Dealers Act 1964
 Slaughter of
 Poultry Act 1967
 Sunday Trading
 Act 1994
 Water Industry Act

328	Litter (Fixed Penalty Notices) Order 1991	To serve fixed penalty notices	Senior Environmental Health Officers, or Dog Wardens, or Client Inspectors, or Environmental Health Manager (Environmental Protection), or Environmental Health Manager (Commercial)	Cabinet 201. of 8/04/02
331	Local Government Act 2000, s.15	To provide technical advice on coastal matters to outside bodies within or adjacent to the District	Director of Environment Services , or Head of Consultancy Services, or	Cabinet 201. of 8/04/02

	Council's boundaries, with costs being met from existing budgets	Coastal Projects Manager	
332	Local Government Act 2000, s.15	To sign the following MAFF forms relating to coast protection and land drainage schemes -	
	Applications for Schemes Approval	Director of Environment Services , or Head of Consultancy Services, or Coastal Projects Manager	Cabinet 201. of 8/04/02
	Claims for grant aid and Variation Orders	Head of Consultancy Services, or Coastal Projects Manager	Cabinet 201. of 8/04/02
	Countersigning of forms, where necessary	Director of Resources, or Assistant Director (Financial Services), or Assistant Director (Customer Services), or Principal Accountants	Cabinet 201. of 8/04/02
Part II (as	(a) The exchange of tenancies between the Council's tenants and those of other Local Authorities, Housing Associations and private landlords	the event only of the contractor defaulting on the housing management contract, the Housing Needs Manager	Cabinet 201. of 8/04/02
	(b) The transfer of tenancies to widows/widowers, joint tenants, partners, separated spouses, sons, daughters, brothers, sisters and other family members		

(c) The allocation of garages and the issue of Notices to Quit

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

No	Source	Power Delegated	Delegation To	Minute Reference
392	Local Government Act 2000, s.15	To award contracts for design and supervision to consultants on the basis of:- (a) cost of the consultancy work (b) size of the workload being undertaken (c) the design expertise/area of specialisation of the consultant	Assistant Director (Housing Strategic Services) and Director of Environment Services, in consultation with the Director of Resources	Cabinet I 201. of 8/04/02