

## **CABINET - 6 MARCH 2019**

### **SCHEME OF DELEGATION OF POWERS TO OFFICERS**

#### **1.0 INTRODUCTION**

- 1.1 The Council operates an extensive scheme of delegation of powers to officers in order ensure that the organisation can operate efficiently and effectively. It is necessary to update the current scheme of delegations.
- 1.2 A recent review of the scheme has identified some changes that need to be made to reflect changes to staffing structures and job titles. In addition, some adjustments have been identified to reflect current working practices. The proposed amended delegations are set out as Appendix 1 to this report.

#### **2.0 CRIME AND DISORDER, ENVIRONMENTAL, EQUALITY AD DIVERSITY AND FINANCIAL IMPLICATIONS**

- 2.1 There are none arising directly from this report. Failure to maintain an up-to-date scheme of delegation of powers would however hamper the Council's efficiency.

#### **3.0 RECOMMENDED:**

That the Scheme of Delegation of Powers to Officers be updated as shown in Appendix 1 to this report.

#### **For further information contact:**

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#### **Background papers:**

Attached

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET  
COMMUNITY AFFAIRS PORTFOLIO**

No	Source	Power Delegated	Delegated to	Minute Reference
Com 1	Local Government Act 2000, part 1A	To determine canvassers' fees annually, but any increases approved shall not exceed the overall New Forest District Council pay award since the last canvassers' increase	Electoral Registration Officer	Cabinet 27 of 5/10/16
Com 2	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	Executive Head, or Chief Planning Officer; or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Partnership Intervention Manager, or Environmental Health Officer, or Housing Grants and Improvement Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Com 3	Criminal Justice and	To institute proceedings or complaints under Sections	Executive Head, or Chief Planning Officer, in consultation	Cabinet

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET COMMUNITY AFFAIRS PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	Public Order Act 1994	77 and 78 of the Act	with Service Manager, or Solicitor, or Community Affairs Portfolio Holder, or Leader of the Council, and with the Local Ward Members concerned	27 of 5/10/16 77 of 6/02/19
Com 4	Criminal Justice and Public Order Act 1994	To make an Order under Section 70 of the Act/Section 14A – 14B of the Public Order Act 1986	Chief Executive, Executive Head, or Chief Planning Officer, or Service Manager, or Solicitors	Cabinet 27 of 5/10/16 77 of 6/02/19
Com 5	Local Government Act 2000, part 1A	To sign Acceptable Behaviour Contracts	Executive Head, or Chief Planning Officer, or Service Manager, or Partnership Intervention Manager, or Solicitor subject to the contracts being countersigned by either and Executive Head, or Chief Planning Officer, or the Partnership Intervention Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Com 6	Antisocial Behaviour, Crime and Policing Act	To take all necessary action and exercise all of the Council's powers	Chief Executive, or Executive Head, or Chief Planning Officer,	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET COMMUNITY AFFAIRS PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
2014		under Parts 1, 2, 4 and 6 of the Act.	or Service Manager, or Solicitor.	77 of 6/02/19
		(Note: applications to the Courts only to be made in consultation with the Executive Head, or Chief Planning Officer (Governance and Regulations), or Service Manager Legal, or Solicitor		
		To take all necessary action including the issue of notices, remedial and enforcement action as set out in Part 4 Chapter 1 and sections 63 and 68 of Part 4 Chapter 2.	Service Manager, or Housing Grants and Improvements Manager, or Tenancy Management Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Environmental Health Technician, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Dog Warden, Partnership Intervention Manager,	

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET COMMUNITY AFFAIRS PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			or Licensing Enforcement Officer,	
Com 7	Anti-Social Behaviour Act 2003 s.43	To be an authorised officer and to give fixed penalty notices (Graffiti and fly-posting)	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisors, or Refuse and Recycling Foreman, or Commercial Waste Officer, or Ground Maintenance Supervisor, or Ground Maintenance Foreman, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Partnership Intervention Manager, or Enforcement Manager , or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Dog Warden, or Pest Control Officer, or Planning Enforcement Officer, , or Housing Grants and Improvement Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET COMMUNITY AFFAIRS PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Com 8	Anti-Social Behaviour Act 2003 s.48	To serve defacement removal notices, including the power to enter land to the extent reasonably necessary to affix a notice to a relevant surface (Graffiti and fly- posting)	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor, in consultation with Executive Head, or Chief Planning Officer, or Service Manager, Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, , or Housing Grants and Improvement Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Com 9	Anti-Social Behaviour Act 2003 s.48(4) and (5)	To remove, clear or otherwise remedy a defacement where a defacement removal notice is not complied with and to enter land to the extent reasonably necessary for that purpose	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisors, or Refuse and Recycling Foreman, Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET COMMUNITY AFFAIRS PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Supervisor, or Enforcement Officer, , or Housing Grants and Improvement Manager, or Tenancy Management Officer	
Com 10	Anti-Social Behaviour Act 2003 s.49	To recover expenditure reasonably incurred in exercise of the power under section 48(4) (Graffiti and fly- posting)	Executive Head, or Chief Planning Officer, or Service Manager, , or Housing Grants and Improvement Manager, or Tenancy Management Officer, or Enforcement Manager, or Enforcement Operations Team Leader	Cabinet 27 of 5/10/16 77 of 6/02/19
Com 11	Domestic Violence, Crime and Victims Act 2004 s.9	To be the authorised officer to act in relation to domestic homicide reviews	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Com 12	Town and Country Planning Act 1990 s.225	To recover the costs of removing or obliterating a placard or poster from the person who displayed it or caused it to be displayed	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET COMMUNITY AFFAIRS PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		or from the person whose goods, services or concerns are publicised	Safety), or Environmental Health Officer	



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 1	Local Government Act 2000, part 1A	To use discretion in the provision of supplies and services, free of charge, to encourage local voluntary effort in litter collection	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 2	Environmental Protection Act 1990 Part IV s. 88	To be an authorised officer and to give fixed penalty notices (Leaving litter)	Executive Head, or Chief Planning Officer, or Service Manager, or Recruitment Administrator, or Street Scene and Waste Supervisor, or Refuse and Recycling Foreman, or Commercial Waste Officer, or Open Spaces Supervisor, or Grounds Maintenance Foreman, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Community Safety Officer, or Pest Control Officer, or Dog Warden, or Planning Enforcement Officer, Housing Estates Manager, or Tenancy Management Officer, or Contract Inspector, or Parking Administrator, or Senior Administrative Assistant (Parking)	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 3	Environmental Protection Act 1990 s.92	To serve litter abatement notices	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 4	Environmental Protection Act 1990 s.93	To serve street litter control notices	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 5	Environmental Protection Act 1990 s.94	To serve street litter control notices - supplementary provisions	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 6	Local Government Act 2000, part 1A	(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 his or her discretion for bulk sales	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 7	Local Government Act 2000, part 1A	To serve or issue any notice or document and to settle claims arising from or relating to the refuse collection function of the Council	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 8	Local Government Act 2000, part 1A	To remit charges for special collections of household waste	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 9	Refuse Disposal (Amenity) Act 1978	To deal with abandoned vehicles	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer,	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 10	deleted			
Env 11	Refuse Disposal (Amenity) Act 1978 s.3(1)	To remove abandoned vehicles	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Commercial Waste Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Housing Estates Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 12	Refuse Disposal	To give or serve notices in	Executive Head, or Chief	Cabinet

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	(Amenity) Act 1978 s.3(2) and 4(1)	relation to the removal of abandoned vehicles	Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Commercial Waste Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Housing Estates Manager, or Tenancy Management Officer	27 of 5/10/16 77 of 6/02/19
Env 13	Refuse Disposal (Amenity) Act 1978 s.4(1)	To decide whether a vehicle is in such a condition that it ought to be destroyed  To dispose of vehicles removed under section 3	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Commercial Waste Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 14	Refuse Disposal (Amenity) Act 1978 s.4(7)	To determine who to treat as the owner of a vehicle	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Commercial	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 15	Refuse Disposal (Amenity) Act 1978 s.5	To recover charges connected with removed vehicles from any person responsible	Waste Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 16	Refuse Disposal (Amenity) Act 1978 s.8	To enter land for the purposes of the Act	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Commercial Waste Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager,	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Housing Estates Manager, or Landlord Services Tenancy Management Officer	
Env 17	Control of Pollution Act 1974	To issue any notice or consent pursuant to Sections 60 & 61 in accordance with criteria specified in Sections 60(3) and (4) and with BS 5228; 1975 Code of Practice	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 18	Environmental Protection Act 1990 s.6	To authorise industrial processes for air pollution control	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 19	Environmental Protection Act 1990 Part III - Statutory Nuisances and Clean Air	To enforce the provisions of Part III of the Act and to serve notices to abate statutory nuisances as defined in section 79	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Housing Grants and Improvement Manager	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 20	Noise and Statutory Nuisance Act 1993 sch.3	To act on all matters under the Act relating to audible intruder alarms	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Performance and Asset Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Building Surveyors	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 21	Local Government Act 2000, part 1A	To remit the charge for the treatment of fleas at premises	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 22	Local Government Act 2000, part 1A	To remit the charge for the treatment of rodents at domestic premises	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 23	Public Health Act 1936 s.83, as amended by s.35 of the Public Health Act 1961	To serve notices requiring the clearing, treating and cleansing of filthy and verminous premises	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Housing Grants and Improvements Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 24	Local Government Act 2000, part 1A	To determine instances where charges should be levied for the services of the Dog Warden	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 25	Environmental Protection Act 1990 s.149	To discharge the functions imposed or conferred by	Executive Head, or Chief Planning Officer, or Service	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		Section 149 of the Act (Seizure of stray dogs)	Manager, or Streetscene Senior Supervisor, or Street Scene Supervisor, or Open Spaces Supervisor, or Dog Warden or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Environmental Health Technician, or Pest Control Officer.	77 of 6/02/19
Env 26	Dangerous Wild Animals Act 1976 Zoo Licensing Act 1981	To administer and enforce the provisions of the Act in the name of the Council	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Environmental Health Technician	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 27	Dogs (Fouling of Land) Act 1996	To serve fixed penalty notices	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Dog Warden, or Client Inspectors, or Contract Inspector, or Senior Administrative Assistant, or Street Scene and Waste Supervisor, or Refuse and Recycling Foreman, or Commercial Waste Officer, or	Cabinet 27 of 5/10/16 77 of 6/02/19



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Service Manager Open Spaces, or Open Spaces Supervisor, or Grounds Maintenance Foreman, or Planning Enforcement Officer, or Housing Estates Manager, or Tenancy Management Officer, or Contract Inspector, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer	
Env 28	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	Executive Head, or Chief Planning Officer, or Service Manager, or Cemeteries and Amenities Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 29	Local Government Act 2000, part 1A	To authorise night time or other closures of public conveniences where circumstances indicate that such closure is warranted	Executive Head, or Chief Planning Officer, or Service Manager, in consultation with the Local Ward Members	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 30	Noise Insulation Regulations 1975	To approve applications for payment of grants for insulation work to eligible buildings	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 31	Sunday Trading Act 1994	To enforce the provisions of the Act	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Team Manager (Food and Safety), or Corporate Health and Safety Advisor, or Environmental Health Officer, or Environmental Health Technician	
Env 32	Building Act 1984 Clean Air Act 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 Noise Act 1996 Offices Shops & Railway Premises Act 1963 Prevention of Damage By Pests Act 1949	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	Executive Head, or Chief Planning Officer, or Service Manager, or Corporate Health and Safety Advisor, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Housing Grants Improvement Manager	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	Police and Criminal Justice Act 1974 Public Health Acts 1936 and 1961 Rag, Flock and Other Filling Materials Act 1951 Slaughter of Poultry Act 1967 Sunday Trading Act 1994 Water Industry Act 1991			
Env 33	Dangerous Dogs Act 1991 Environmental Protection Act 1990 Guard Dogs Act 1975	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	Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 34	Food Safety Act 1990, s.5 and 32	Appointment as authorised Officer for the purposes of these sections of the Act	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Environmental Health Technician, or Corporate Health	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			and Safety Advisor	
Env 35	Local Government Act 2000, part 1A	To issue any notice, licence, certificate or similar document and to deal with registrations in respect of any of the environmental health functions which are the responsibility of the Cabinet	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 36	Land Drainage Act 1991	To issue Notices under the Act	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 37	Land Drainage Act 1991 s.14	To carry out drainage works, improve existing water courses, or construct new works required for the drainage of any land	Executive Head, or Chief Planning Officer, or Principal Engineer, or Senior Engineer, or Assistant Engineer, or Technical Assistant	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 38	Land Drainage Act 1991 s.64	To enter land to carry out any functions under the Act	Executive Head, or Chief Planning Officer, or Service Manager, or Principal Engineer, or Senior Assistant Engineer, or Assistant Engineer, or Technical Assistant	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 39	Land Drainage Act 1991 s.25	To carry out works in default and to recover any expenses incurred in so	Executive Head, or Chief Planning Officer, or Service Manager, or Principal Engineer -	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		doing	Engineering	
Env 40	Building Act 1984 s.59	To serve notices requiring execution of drainage works	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Senior Building Surveyor	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 41	Local Government (Miscellaneous Provisions) Act 1976 s.35	To serve notices to clear blocked private sewers and drains	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 42	Local Government Act 2000, part 1A	To sign the following DEFRA forms relating to coast protection and land drainage schemes -  Applications for Schemes Approval  Claims for grant aid and Variation Orders  Countersigning of forms, where necessary	Executive Head, or Chief Planning Officer, or Service Manager, or Principal Engineer (Land Drainage), or Coastal Projects Manager      S151 Officer, or Principal Accountant, or Principal	Cabinet 27 of 5/10/16 77 of 6/02/19      Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Corporate Accountant	
Env 43	Local Government Act 2000, part 1A	To serve or issue any notice or document and to settle claims arising from or relating to the sewerage functions of the Council	Executive Head, or Chief Planning Officer, or Service Manager, or Principal Engineer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 44	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	Executive Head, or Chief Planning Officer, or Service Manager, or Principal Engineer, or Senior Engineer, or Assistant Engineer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 45	Coast Protection Act 1949	Authority to exercise the powers contained within Part 1 of the Act in order to maintain existing and execute new coast protection works	Service Manager, or Coastal Projects Manager	Cabinet 27 of 5/10/16
Env 46	Refuse Disposal (Amenity) Act 1978 s.2A	To be an authorised officer and to give fixed penalty notices	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Commercial Waste Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Supervisor, or Enforcement Officer, or Assistant Housing Needs Manager, or Housing Estates Manager, or Tenancy Management Officer	
Env 47	Environmental Protection Act 1990 s.88	To be an authorised officer and to give fixed penalty notices (Leaving litter)	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Refuse and Recycling Foreman, or Commercial Waste Officer, or Open Spaces Supervisor, or Grounds Maintenance Foreman, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Partnership Intervention Manager, or Pest Control Officer, or Dog Warden, or Planning Enforcement Officer, or Housing Estates Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 48	Environmental Protection Act 1990 s.92A	To serve litter clearing notices	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor, in consultation with Executive Head,	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Housing Estates Manager, or Tenancy Management Officer	
Env 49	Environmental Protection Act 1990 s.92C(4)	To require a reasonable charge to be paid by the person on whom a litter clearing notice was served where the authority enters land and clears it of litter and refuse	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Housing Estates Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 50	Environmental Protection Act 1990 s.94A	To be an authorised officer and to give fixed penalty notices (litter clearing and control notices)	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisor, or Refuse and Recycling Foreman, or Commercial Waste Officer, or Open Spaces Supervisor, or Grounds Maintenance Foreman, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team	Cabinet 27 of 5/10/16 77 of 6/02/19



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Leader, or Enforcement Supervisor, or Enforcement Officer, or Partnership Intervention Manager, or Planning Enforcement Officer, or Housing Estates Manager, or Tenancy Management Officer	
Env 51	Environmental Protection Act 1990 s.46	To serve notices under section 46(1), (3)(c) or (d) or (4) (Receptacles for household waste)	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 52	Environmental Protection Act 1990 s.47	To serve notices under section 47(2) or (4) (Receptacles for Commercial or industrial waste)	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Operations Team Leader, or Enforcement Supervisor,	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 53	Environmental Protection Act 1990 s.47ZA	To be an authorised officer and to give fixed penalty notices in respect of	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		Section 46 and Section 47 (Receptacles for waste)	Waste Supervisor, or Refuse and Recycling Foreman, or Commercial Waste Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer	
Env 54	Environmental Protection Act 1990 s.59(1) and 59ZA(1)	To serve notices requiring the owner or occupier of land to remove unlawfully deposited waste and/or take steps to eliminate or reduce the consequences of the deposit of the waste	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor in consultation with Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Housing Estates Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 55	Environmental Protection Act 1990	To remove waste from land and to take other	Executive Head, or Chief Planning Officer, or Service	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	s.59(6) and (7)	steps to eliminate or reduce the consequences of the deposit of the waste	Manager, or Street Scene and Waste Supervisor, or Refuse and Recycling Foreman, or Commercial Waste Officer, or Open Spaces Supervisor, or Grounds Maintenance Foreman, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Partnership Intervention Manager, or Dog Warden, or Housing Estates Manager, or Tenancy Management Officer	77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 56	Environmental Protection Act 1990 s.59(6)	To recover expenses reasonably incurred by the Council in removing waste and taking other steps under section 59(6)	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Housing Estates Manager, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 57	Food Hygiene (England) Regulations 2006	Regulation 6 - to serve Hygiene Improvement Notices	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Technician holding the Higher EHRB qualification or equivalent	Cabinet 27 of 5/10/16
Env 58	Official Feed and Food Controls (England) Regulations 2009 (as amended)	Power of entry, investigation and sampling. The service of notice to require detention, destruction, special treatment, re-dispatch and other appropriate measures of non-compliant food	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 59	Meat (Enhanced Enforcement Powers) (England) Regulations 2000	The application of enforcement powers to premises other than slaughterhouses in relation to regulations controlling the production of meat.	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16
Env 60	Imported Food Regulations 1997	Regulation 6 – to examine food and to serve Notice that the food may not be removed from the premises	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16
Env 61	Imported Food Regulations 1997	Regulation 7 – to serve notice for the re-export, alternative use or destruction of certain food	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16
Env 62	Clean Neighbourhoods and Environment Act 2005 s.78	To leave the required notices at premises, and to apply to a Justice of the Peace for a warrant to enter premises for the purpose of silencing an audible intruder alarm	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 63	Clean Neighbourhoods and Environment Act 2005 s.78	To take any steps he or she thinks necessary for the purpose of silencing an audible intruder alarm	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 64	Clean Neighbourhoods and Environment Act 2005 s.79(7)	To recover from the responsible person any expenses reasonably incurred by the Council in connection with entering premises, silencing the alarm, and complying with section 79(5)	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 65	Health Act 2006, Part 1, Chapter 1, paras 1-12 and Schedules 1 and 2 Smoke Free (Premises and Enforcement) Regulations 2006 Smoke Free (Exemptions and Vehicles) Regulations 2007 Smoke Free (Penalties and Discounted Amounts) Regulations 2007 Smoke Free (Vehicle	To take all necessary action	Executive Head, or Chief Planning Officer; or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer; or Environmental Health Technician, or Housing Grants and Improvement Manager, or Building Surveyors (Improvement)	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	<p>Operators and Penalty Notices) Regulations 2007 Smoke Free Signs Regulations 2012 Smoke-free (Private Vehicles) Regulations 2015 and any replacement legislation (Note: function transferred to non-executive powers 2015)</p>			
Env 66	Public Health (Control of Disease) Act 1984	Authorised officer to act in matters as specified by the Act and amendments	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 67	The Health Protection (Part 2 A Orders) Regulations 2010	Provisions in relation to orders applied for and made under Part 2 A of the Public Health (Control of disease) Act 1984 and ability to impose charges in order to recover the costs of local authority actions pursuant to a Part	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		2 A order		
Env 68	Sunbeds (Regulation) Act 2010	Powers of entry, and related matters contained within the Schedule to the Act, including inspection, and other matters relating to investigation	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Environmental Health Technician	Cabinet 27 of 5/10/16
Env 69	Pollution Prevention and Control Act 1999 and any amending Statues and Regulations	To take all necessary action and exercise all powers including the issue and service of any necessary authorisation, notice or permit, the inspection of premises and the enforcement of the relevant legislation for the purposes of the Act	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer.	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 70	Animals Act 1971, s.7	Authorised officer to act in matters as specified by the Act to seize and sell animals trespassing on Council land	Executive Head, or Chief Planning Officer, or Service Manager, or Estates and Valuation Manager, or Housing Estates Manager	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 71	Dogs (Fouling of Land) Act 1996	To serve Fixed Penalty Notices	Accredited Community Support Officer	Cabinet 27 of 5/10/16
Env 72	The Food Safety and Hygiene (England)	Regulation 2 -The appointment of Authorised	Service Manager, or Team Manager (Environmental	Cabinet 27 of 5/10/16



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	Regulations 2013, EU Regulation 852/2004, EU Regulation 853/2004, EU Regulation 854/2004, EU Regulation 2073/2005, EU Regulation 2075/2005, and EU Regulation 178/2002.	Officer	Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Environmental Health Technician	
Env 73	The Food Safety and Hygiene (England) Regulations 2013	Regulation 6 - to serve a Hygiene Improvement Notice on a food business operator	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Environmental Health Technician holding the Higher EHRB qualification or equivalent.	Cabinet 27 of 5/10/16 77 of 6/02/19
		Regulation 7 – to serve a Hygiene Prohibition Order on the food business operator and to affix a copy to the premises and to issue a certificate that that the authority is satisfied that the health risk condition no longer exists	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		Regulation 8 – to serve a Hygiene Emergency Prohibition Notice on a food business operator and to affix a copy to the premises	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	
		Regulation 8 - to apply to a Magistrates Court for a Hygiene Emergency Prohibition Order	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor, in consultation with Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	
		Regulation 8 - To serve a copy of a Hygiene Emergency Prohibition Order on a food business operator and to affix a copy to the premises. To issue a certificate that the authority is satisfied that the health risk no longer exists	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer	
		Regulation 9 - to serve a Remedial Action Notice on a food business operator and to serve notice to	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or	

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		withdraw a Remedial Action Notice	Environmental Health Officer	
		Regulation 10 - to serve a Detention Notice on the food business operator and to serve notice to withdraw a Detention Notice	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer	
		Regulation 14 - to procure samples	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Environmental Health Technicians	
		Regulation 15 -to submit samples for analysis or examination	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Environmental Health Technicians	
		Regulation 16 – to enter premises, to inspect any records, any computer and	Service Manager, or Team Manager (Environmental Protection), or Team Manager	

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		associated apparatus or material which is or has been in use in connection with the records, and to seize, detain and take away any records	(Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Environmental Health Technician	
		Regulation 16 - to apply to a justice of the peace for a warrant of entry	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor, in consultation with the Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Environmental Health Officer	
		Regulation 29 – to certify that any food has not been produced, processed or distributed in compliance with the Hygiene Regulations	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer.	
Env 74	The Food Safety and Hygiene (England) Regulations 2013, EU Regulation 852/2004, EU Regulation 853/2004, EU Regulation 854/2004, EU Regulation	Power to issue Simple Cautions	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), in consultation with Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	2073/2005, EU Regulation 2075/2005, and EU Regulation 178/2002. The Food Safety Act 1990 and Regulations made thereunder.			
Env 75	The Trade in Animals and Related Products Regulations 2011	Powers of entry contained within Regulation 33, and powers of authorised Officer contained within Regulation 34. The seizure of unchecked consignments brought into the country and the detention of products of animal origin which may have been introduced in breach of the regulations	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer or Environmental Health Technician	Cabinet 27 of 5/10/16
Env 76	Transmissible Spongiform Encephalopathy (England) Regulations 2010 (as amended)	The appointment as inspectors with powers of entry, inspection, sampling and seizure. The service of notices restricting movement or the destruction of parts or whole animal body. The service of notices for the cleansing of premises,	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		vehicles and containers		
Env 77	The Official Controls (Animals, Feed and Food) (England) Regulations 2006, EU Regulation 882/2004	The appointment as inspectors and enforcement Officer for the enforcement of the regulations including power of entry, the inspection of records and the detention of food	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16
Env 78	Products of Animal Origin (Third Country Imports) (England) Regulations 2006 (as amended)	Powers of entry including applying for entry warrant. The inspection and sampling of any product. Powers in relation to documents including examination and seizure. The service of notice to deal with non-conforming products. To instruct the re-dispatch or destruction of consignments and products illegally brought in to the country. To take charge of and destroy products dangerous to animal or public health by service of notice	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 79	Products of Animal Origin (Import and Export) Regulations 1996 (as amended)	To inspect and sample products, the inspection of premises and examination of documents. To be accompanied by a representative of the European Commission. Power to deal with consignments illegally imported and posing a risk to health. The service of notice to destroy, re-export, or move food to a border inspection post	Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16
Env 80	Scrap Metal Dealers Act 2013	To issue, refuse, vary, revoke and impose conditions on any licence, to serve any notice, to supply information, to enter and inspect a site and enforce the relevant legislation for the purposes specified in the Act	Executive Head, or Chief Planning Officer, or Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer, or Licensing Officer, or Licensing Enforcement Officer, or Licensing Assistant.	Cabinet 27 of 5/10/16 77 of 6/02/19
Env 81	Control of Pollution (Amendment) Act 1989 S5 and 5A; Environment Protection Act 1990 S34B and 34C	To be an authorised officer and to exercise the powers conferred on the regulation authority/ enforcement authority.	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Team Leader, or Enforcement Supervisor, or Enforcement Officer	

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET ENVIRONMENT AND REGULATORY SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Env 82	Control of Pollution (Amendment) Act 1989 S5B and 5C; Environmental Protection Act 1990 S34ZA	To give a fixed penalty notice and discharge the functions imposed or conferred on the regulation authority/enforcement authority.	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Team Leader, or Enforcement Supervisor, or Enforcement Officer	
Env 83	Control of Waste (Dealing with Seized Property) (England and Wales) Regulations 2015	To discharge the functions imposed or conferred on the seizure authority.	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Team Leader, or Enforcement Supervisor, or Enforcement Officer	



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 1	Housing Act 1996 Part VII (as amended)	To take any decision with respect to the Council's statutory responsibility with respect to homelessness	Service Manager, or Homelessness and Housing Advice Manager, or Homelessness and Housing Advice Officer	Cabinet 42. of 4/08/04
Hsg 2	Housing Act 1996 Part VI (as amended)	To allocate housing in accordance with the approved policies	Service Manager, or Allocations Manager, or Allocations Officer	Cabinet 27 of 5/10/16
Hsg 3	Housing Act 1985 Parts II and IV (as amended)	To deal with - (a) The exchange of tenancies between the Council's tenants and those of other Local Authorities, Housing Associations and private landlords	Service Manager, or Housing Estates Manager, or Allocations Manager, or Neighbourhood and Tenancy Management Officer	Cabinet 27 of 5/10/16
		(b) The assignment of tenancies to widows/widowers, partners, separated spouses, sons, daughters, brothers, sisters and other family members		
		(c) The allocation of garages and the issue of Notices to Quit	Service Manager, or Allocations Officer, or Housing Estates Manager, or Rent and Arrears Recovery Officer	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 4	Housing Act 1985 Part II (as amended) Housing Act 1996 Part VI	To deal with – (a) The transfer of existing tenants	Service Manager, or Allocations Manager, or Allocations Officer	Cabinet 27 of 5/10/16 77. of 6/02/19
		(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	Service Manager, or Allocations Manager, or Allocations Officer	
		c) the allocation and termination of licences for Council-owned residential caravan sites	Executive Head, or Chief Planning Officer	
		(d) the allocation of estate shop tenancies and the issue of Notices to Quit	Estates and Valuation Manager, in consultation with the Executive Head, or Chief Planning Officer	
Hsg 5	Housing Act 1996 Demoted Tenancies (Review of Decisions) (England) Regulations 2004	Authority to apply to the County Court for the Demotion Order	Service Manager, or Housing Estates Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
		The absolute Ground for Possession for Anti- Social Behaviour (Review Procedure) (England) Regulations 2014	Authority to issue a Notice of Proceedings	

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	Flexible Tenancies (Reviews Procedure) Regulations 2012	To appoint the pool of Officer to comprise the Review Panel, and to select any two to sit to determine a review	Executive Head, or Chief Planning Officer	
		To appoint a Member of the Appeals Committee to the Review Panel, to sit with Officer to determine a review	Executive Head, or Chief Planning Officer	
		In case of urgency, to conduct the review hearing	Executive Head, or Chief Planning Officer	
Hsg 6	Housing Act 1985 Part IV (as amended)	To issue Notices to Quit and Notices of Seeking Possession and to determine whether to apply for Possession Orders	Executive Head, or Chief Planning Officer, or Service Manager, or Rent and Arrears Recovery Manager, or Housing Estates Manager, or Rent and Arrears Recovery Officer, or Tenancy Management Officer	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 7	Housing Act 1985 Part IV (as amended)	To authorise tenants to erect structures and fittings	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Estates Manager, or Tenancy Management Officer, or Rent and Arrears Recovery Officer	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 8	Town and Country Planning General Regulations 1992 Regulation 3	To submit planning applications for adaptations of property for disabled Council tenants	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77. of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 9	Housing Act 1985 Part IV (as amended)	To deal with persistent rent arrears offenders as considered appropriate rather than in accordance with the Council's procedure for dealing with cases	Executive Head, or Chief Planning Officer, or Service Manager, or Rent and Arrears Recovery Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 10	Housing Act 1985 Part II (as amended)	To set the service charge in respect of sold Council flats	Executive Head, or Chief Planning Officer, or Service Manager, or Rent Accounting and Home Ownership Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 11	Housing Act 1996 Part VI	To decide on applications for transfers by tenants with rent arrears where the tenant is eligible for transfer on medical or social grounds, and physical hardship would be caused by preventing a transfer	Service Manager, or Allocations Manager, or Allocations Officer	Cabinet 27 of 5/10/16
Hsg 12	Housing Act 1985 Parts II and IV(as amended) Housing Act 1996 Part VI	To exercise discretion in making the best use of the Council's housing stock and in appropriate circumstances  Subject to disputes over the allocation of tenancies being referred to the Housing Portfolio Holder	Service Manager, or Allocations Manager, or Housing Estates Manager	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 13	Local Government Act 2000, part 1A	To agree requests for rent-free garages subject to:- (a) the organisation being non-profit making; (b) there being no existing demand for the garage; (c) the tenancy being terminated should a demand arise for the garage	Service Manager, or Allocations Manager, or Allocations Officer, or Housing Estates Manager	Cabinet 27 of 5/10/16
Hsg 14	Landlord and Tenant Act 1985 s.19 as amended	To waive recharges for repairs undertaken by the Council on behalf of tenants in cases of severe hardship	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Estates Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 15	Local Government Act 2000, part 1A	To negotiate with other bodies the linking of their sheltered housing schemes to the Council's central control facilities	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 16	Housing Act 1985 s.123	Where a tenant has requested that the 'Right to Buy' be shared by not more than 3 members of his or her family and one or more of those members has not resided in the dwelling for the required period of 12 months, to accept a lesser period if it is considered that the circumstances are warranted	Service Manager	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 17	Housing Act 1985 Part V	To use discretion in the light of the circumstances of each individual 'Right to Buy' application in any areas not specified or covered in the Council's policies regarding the scheme	Executive Head, or Chief Planning Officer, or Service Manager in consultation with the Housing Portfolio Holder	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 18	Housing Act 1985 (as amended) and Leasehold Reform, Housing and Urban Development Act 1993 Part I	To determine whether a property is suitable for elderly persons and is thereby exempt from the Right to Buy	Service Manager	Cabinet 27 of 5/10/16
Hsg 19	Housing Act 1985 (as amended) and Leasehold Reform, Housing and Urban Development Act 1993 Part II	To exercise discretion in the issue of a Notice to respond to the offer of sale	Service Manager, or Rent Accounting and Home Ownership Manager	Cabinet 27 of 5/10/16
Hsg 20	Housing Act 1985 Part V	To decide on all offers to re-convey properties to the Council:-  (i) Where the owners are required to offer the property under a pre-emption covenant or where the owners are having difficulty selling privately and there is a clear need for the property,	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77. of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		<p>the price to be paid for each property to be no more than the current market value with vacant possession as assessed by the Estates and Valuation Manager</p>		
		<p>(ii) Where the owners have found themselves in financial or domestic difficulties and wish to revert to being Council tenants, the properties be purchased with sitting tenants at reduced value only if there are pressing social grounds</p>		
		<p>Subject to review by the Appeals Committee where the owner is aggrieved by a decision not to re-purchase.</p>		
		<p>iii) To exercise discretion not to demand that former social tenants repay part or all of any discount due following disposal of a property previously purchased under the Right to Buy</p>		

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

<b>No</b>	<b>Source</b>	<b>Power Delegated</b>	<b>Delegated to</b>	<b>Minute Reference</b>
Hsg 21	Housing Act 1996 Part VII	To grant awards under the Deposit Guarantee Scheme for homeless households to rent private dwellings	Service Manager, or Homelessness and Housing Advice Manager	Cabinet 27 of 5/10/16
Hsg 22	Housing Act 1985 Part II Housing Act 1988	To approve the costs to be reimbursed under the incentive to move to smaller accommodation scheme, up to a maximum of £3,000	Service Manager, or Allocations Manager, or Homelessness and Housing Advice Manager	Cabinet 27 of 5/10/16
Hsg 23	Rent Act 1977	Where the Council becomes liable as landlord for payment of Council Tax, to serve the appropriate notices on tenants increasing service charges by an appropriate amount to recover the cost in full	Service Manager, or Rent Accounting and Home Ownership Manager	Cabinet 27 of 5/10/16
Hsg 24	Housing Act 1988 as amended	To transfer Social Housing Grant from approved schemes to alternative schemes in order to ensure the use of funds in the appropriate financial year	Service Manager, or Housing Strategy and Development Manager, in consultation with the Housing Services Portfolio Holder and the appropriate Ward Members	Cabinet 27 of 5/10/16



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 25	Local Government Finance Act 1988 s.114	To sign applications for Social Housing Grant scheme approvals and grant claims	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Strategy and Development Manager, or Principal Accountant, or Principal Corporate Accountant, or Principal Service Accountant	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 26	Local Government Act 2000, part 1A	To submit bids for Supplementary Credit Approvals for housing schemes	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 27	Local Government Act 2000, part 1A	To grant wayleaves across the Council's estates	Executive Head, or Chief Planning Officer, or Service Manager, or Estates and Valuation Manager	Cabinet 27. of 5/10/16 77. of 6/02/19
Hsg 28	Local Government Act 2000, part 1A	To assess rent payable to the owners of unfurnished properties let to the Council	Executive Head, or Chief Planning Officer, or Service Manager, or Estates and Valuation Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 29	Local Government Act 2000, part 1A	To institute foreclosure proceedings in respect of housing advance accounts where it is considered reasonable to do so to protect the Council's interest	Executive Head, or Chief Planning Officer, or Service Manager, or S 151 Officer, or Principal Accountant, or Principal Corporate Accountant	Cabinet 27 of 5/10/16 77. of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 30	Housing Act 1985 Part X (as amended)	To carry out all the functions of the Council under Part X (overcrowding)	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Grants and Improvement Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 31	Housing Act 1985 Part IX	To carry out all the functions of the Council under Part IX (Slum Clearances) of the Housing Act 1985	Executive Head, or Chief Planning Officer, or Service Manager, or Strategic Housing Services Manager or Housing Grants and Improvement Manager, in consultation with the Housing Services Portfolio holder and the local ward councillor(s) if the Service Manager considers the case to be of a marginal/sensitive nature and subject to review by Appeals Committee where an applicant is aggrieved by a decision.	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 32	Local Government (Miscellaneous Provisions) Act 1976 s.33 as amended	To carry out all the functions of the Council for the continuation of the supply of water, gas or electricity	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Grants and Improvement Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 33	Local Government (Miscellaneous Provisions) Act 1982 Part XI as amended	To carry out all the functions of the Council under Part XI (Prevention of Unauthorised Entry or Danger to Public Health)	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Grants and Improvement Manager	Cabinet 27 of 5/10/16 77. of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 34	Building Act 1984 s.76 as amended	To carry out all the functions of the Council to require immediate works to repair defective premises	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Grants and Improvement Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 35	Housing Grants, Construction and Regeneration Act 1996 Part 1	All the powers under Part 1 of the Act (Grants for renewal of private sector housing), subject to review of individual applications by the Appeals Committee if an applicant is aggrieved by a decision	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Grants and Improvements Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 36	Housing Act 1985 Housing Grants, Construction and Regeneration Act 1996 Housing (Fitness Enforcement Procedures) Order 1996	All the powers under the Order ("minded to take action" notices)	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Grants and Improvement Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 37	Housing Act 2004	To issue, serve, vary or revoke any order or notice, issue any authorisation, license or permit, carry out inspections or take any other action under the Act To make all necessary applications to Court under the Act, to require production of documents and to recover any expenses incurred by the	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Grants and Improvement Manager, or Housing Standards Officer  Executive Head, or Chief Planning Officer, or Service Manager, or Strategic Housing Services Manager, or Housing Grants and Improvement	Cabinet 27 of 5/10/16 77. of 6/02/19  Cabinet 27 of 5/10/16 77. of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		Council	Manager, or Housing Standards Officer, or Solicitors	
Hsg 38	Local Government Act 1972 s.101 and s.222 Local Government Act 2000 s.14	To institute and conduct legal proceedings in the County Court on behalf of the Council in respect of possession claims arising out of rent arrears	Service Manager, or Rent and Arrears Recovery Officer, in consultation with the Rent and Arrears Recovery Manager	Cabinet 27 of 5/10/16
Hsg 39	County Courts Act 1984 s.60 (2)	To address the District Judge in action for:  (a) the recovery of possession of a house belonging to the Council  (b) The recovery of any rent, mesne profits, damages or other sums claimed by the Council in respect of the occupation of any person of such a house	Service Manager, or Rent Accounting and Home Ownership Manager, or Rent and Arrears Recovery Officer, or Housing Estates Manager, or Tenancy Management Officer, or Solicitor	Cabinet 27 of 5/10/16
Hsg 40	Housing Act 1996	To take all necessary action with respect to Introductory Tenancies including the service of Notices, the making of determinations, the holding of reviews and the seeking of possession	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Estates Manager, or Rent and Arrears Recovery Manager, or Tenancy Management Officer, or Rent and Arrears Recovery Officer	Cabinet 27 of 5/10/16 77. of 6/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 41	Localism Act 2014 Local Government Act 2000	To take all decisions including entering into all necessary contracts and agreements to implement the agreed housing strategy	Executive Head, or Chief Planning Officer, or Service Manager, or Housing Strategy and Development Manager	Cabinet 27 of 5/10/16 77. of 6/02/19
Hsg 42	The Energy Act 2013	To carry out all the functions to the council in relation to the premises being equipped with smoke and carbon monoxide alarms	Executive Head, or Service Manager or Housing Grants and Improvements Manager	
Hsg 43	Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015	To carry out all the function to the council in relation to the minimum level of energy efficiency for Private Rented Sector Properties	Executive Head, or Service Manager or Housing Grants and Improvements Manager	
Hsg 44	Housing and Planning Act 2016	To carry out all the functions to the council in relation to Financial penalties, Rent repayment orders, banning orders and the database of rogue landlords	Executive Head, or Service Manager or Housing Grants and Improvements Manager	
Hsg 45	Law of Property Act 1925	To deal with Enforced sale following non-compliance with a notice served under PDPA49, BA84, EPA1990	Executive Head, or Service Manager or Housing Grants and Improvements Manager, or Solicitor	
Hsg 46	Protection from Eviction Act 1977	To carry out all functions to the council in relation to	Executive Head, or Service Manager, or Housing Grants and	

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET HOUSING SERVICES PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
Hsg 47	Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014	Harassment and Unlawful eviction	Improvements Manager, or Solicitor	
		To carry out all functions to the council in relation to the requirement for agents to belong to a scheme	Executive Head, or Service Manager or Housing Grants and Improvements Manager	

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET  
LOCAL ECONOMIC DEVELOPMENT PROPERTY AND INNOVATION PORTFOLIO**

<b>No</b>	<b>Source</b>	<b>Power Delegated</b>	<b>Delegated to</b>	<b>Minute Reference</b>
Leis 1	Local Government Act 2000, part 1A	To determine within the Council's Leisure Grant Aid Scheme, Revenue Grants of £1,000 or less excluding any requests for grants towards annual running costs and to advise Parish and Town Councils	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 5/02/19
Leis 2	Local Government Act 2000, part 1A	To approve, within the Council's Leisure Grant Aid Scheme, individual awards up to a maximum of £300	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 5/02/19
Leis 3	Local Government Act 2000, part 1A	To establish charges for special events and programmes	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 5/02/19
Leis 4	Local Government Act 2000, part 1A	To authorise refunds or reductions of fees paid for the use of facilities under the control of the Cabinet, where the use of the facility is withdrawn, curtailed or cancelled	Multi-Centre Managers	Cabinet 27 of 5/10/16

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET  
LOCAL ECONOMIC DEVELOPMENT PROPERTY AND INNOVATION PORTFOLIO**

No	Source	Power Delegated	Delegated to	Minute Reference
Leis 5	Local Government Act 2000, part 1A	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	Executive Head, or Chief Planning Officer	Cabinet 201. of 8/04/02 27 of 5/10/16 77 of 5/02/19



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET LOCAL ECONOMIC DEVELOPMENT PROPERTY AND INNOVATION PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
LED 1	Local Government Act 2000, part 1A	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	Executive Head, or Chief Planning Officer, or Service Manager, or Estates and Valuation Manager, in consultation with the appropriate Portfolio Holder	Cabinet 27 of 5/10/16 77 of 06/02/19
LED 2	Local Government Act 2000, part 1A	To make asset purchases and investments under the Asset Investment Strategy up to the value of £5 million	Chief Executive, Executive Head, of Governance and Regulation and S151 Officer in consultation with the Local Economic Development, Property and Innovation Portfolio Holder, the Finance, Corporate Services and Improvement Portfolio Holder and Chairman of the Corporate Overview and Scrutiny Panel.	Cabinet 62 of 20/02/17 and Council 51 of 20/02/17 Cabinet 77 of 06/02/19
LED 3	Local Government Act 2000, part 1A	To take all decisions in respect of the Residential Property Investment Strategy, including entering into all necessary contracts and agreements; the setting up of the Wholly Owned Company (and subsidiaries) and	Chief Executive, the Executive Head Governance and Regulation, and the S151 Officer, in consultation with 2 Portfolio Holders determined by the Leader of the Council	Cabinet 55 of 06/12/17 and Council 41 of 11/12/17 Cabinet 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET LOCAL ECONOMIC DEVELOPMENT PROPERTY AND INNOVATION PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		related costs, to implement the Residential Property Asset Investment Strategy		
		To appoint 2 Cabinet Members and 2 senior officers to the board of directors of the Wholly Owned Company, following its incorporation	Chief Executive in consultation with the Leader of the Council	
LED 4	Local Government Act 2000, part 1A	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	Executive Head, or Chief Planning Officer, or Service Manager, or Estates and Valuation Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
LED 5	Clean Neighbourhoods and Environment Act 2005 s.6	To enter into Wayleave Agreements	Executive Head, or Chief Planning Officer, or Service Manager, or Estates and Valuation Manager, subject to Executive Head, or Chief Planning Officer being satisfied as to the content of the Agreement	Cabinet 27 of 5/10/16 77 of 06/02/19
LED 6	Local Government Act 2000, part 1A	To decide what controls, restrictions, obligations and terms should appear in all legal documentation for all land transactions and all other legal	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET  
LOCAL ECONOMIC DEVELOPMENT PROPERTY AND INNOVATION PORTFOLIO**

No	Source	Power Delegated	Delegated to	Minute Reference
		transactions to protect the interests of the Council		

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
P & I 1	Town and Country Planning (Environmental Impact Assessment) Regulations 1999	<p>(1) To determine whether a proposed development falls within Schedule 2 of the Regulations; and</p> <p>(2) To determine whether to require an environmental impact assessment in respect of proposed developments falling within the scope of Schedule 2 of the regulations</p>	Executive Head, or Chief Planning Officer, or Service Manager, or Development Control Team Leader, or Planning Implementation and Enforcement Team Leader, or Principal Planning Officer, or Senior Planning Officer, or Senior Enforcement Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 2	Building Act 1984	To approve or reject, where appropriate, all applications under Building Regulations	Executive Head, or Chief Planning Officer, or Service Manager, or Building Control Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 3	Local Government Act 2000, part 1A	<p>Except in the case of the Council's own schemes, to authorise relaxation of Building Regulations as necessary</p> <p>Remarks: Relaxations relating to the Council's own schemes require approval of Cabinet</p>	Executive Head, or Chief Planning Officer, or Service Manager, or Building Control Manager	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
P & I 4	Building Act 1984	To permit deviations from the approval in the course of building works	Building Control Manager, or Senior Building Control Surveyor, or District Building Control Surveyors, or Assistant Building Control Surveyors	Cabinet 27 of 5/10/16
P & I 5	Water Act 1989 (s.69 Schedule 8)	To serve notices and take action with respect to buildings over sewers  Remarks: Formerly part of Building Act 1984 (s.18)	Executive Head, or Chief Planning Officer, or Service Manager, or Building Control Manager, or Senior Building Control Surveyor	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 6	Building Act 1984	To serve notices and to take action under the following: 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	Executive Head, or Chief Planning Officer, or Service Manager, or Building Control Manager, or Senior Building Control Surveyor	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		<p>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</p>		
P & I 7	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;</p>	<p>Executive Head, or Chief Planning Officer, or Service Manager, Building Control Manager, or Senior Building Control Surveyor</p>	<p>Cabinet            27 of 5/10/16            77 of 06/02/19</p>

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		Section 77 - Dangerous and dilapidated buildings and structures Sections 80 and 81 - Demolitions		
P & I 8	Hampshire Act 1983	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	Executive Head, or Chief Planning Officer, or Service Manager, or Building Control Manager, or Senior Building Control Surveyor	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 9	Planning (Listed Buildings and Conservation Areas) Act 1990 (s.89) Town and Country Planning Act 1990 (s.330(1) and s.330(2)) Miscellaneous Provisions Act 1976 (s.16)	To require information on interests in land and its use	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
P & I 10	Planning (Listed Buildings and Conservation Areas) Act 1990 (s.88(5))	To enter land for the purpose of surveying the land or estimating its value for compensation for acquisition	Executive Head, or Chief Planning Officer or his or her duly authorised Agent	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 11	Planning (Listed Buildings and Conservation Areas) Act 1990 (s.88A)	To seek Warrants to Enter Land for Section 88 purposes	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 12	Planning (Listed Buildings and Conservation Areas) Act 1990 (s.88B(1) and s.88B(8))	To serve Notice of Intended Entry and Notice of Intention to Carry out Works	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 13	Local Government (Miscellaneous Provisions) Act 1976 (s.23 and 24)	(1) Dangerous trees - to exercise the powers conferred on the Council under Sections 23 and 24 of the Act; to take such steps as may be appropriate for the purposes of Sections 23(1), 23(2) and 23(4) of the Act, and to take the specified steps in the event of the failure of a person to comply with a notice served pursuant to Section 23(3) of the Act	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 06/02/19



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		Remarks: Subject to Council's Financial Regulations and Standing Orders as to Contracts		
		(2) To recover expenses reasonably incurred by the Council	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 14	Electricity Act 1989 (s.37) Town and Country Planning Act 1990 (s.90(2))	To respond to consultations under s.37 of the Electricity Act	Executive Head, or Chief Planning Officer, or Service Manager, or Development Control Team Leader, or Planning Implementation and Enforcement Team Leader, or Principal Planning Officer, or Senior Planning Officer, or Senior Enforcement Officer, or Planning Officer, or Implementation Officer, or Site Monitoring Officer, or Planning Case Officer, or Enforcement Case Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 15	Acquisition of Land Act 1981 s.5A Planning and Compulsory Purchase Act 2004 s.105	To require information about interests in land which it is intended to compulsory purchase	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 16	Building Act 1984 Town and Country Planning Act 1990	To initiate and undertake prosecutions on behalf of the authority pursuant to	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor in	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	<p>Planning (Listed Buildings and Conservation Areas) Act 1990</p> <p>Planning (Hazardous Substances) Act 1990</p> <p>Local Government (Miscellaneous Provisions) Act 1976</p> <p>Planning and Compulsory Purchase Act 2004</p>	<p>these Acts and any amending legislation, or Regulations made pursuant to the Acts on matters which are the responsibility of the Cabinet</p>	<p>consultation with Executive Head, or Chief Planning Officer, or Service Manager, or Development Control Team Leader, or Planning Implementation and Enforcement Team Leader, or Principal Planning Officer, or Senior Planning Officer, or Senior Enforcement Officer, or Planning Officer, or Implementation Officer, or Site Monitoring Officer, or Planning Case Officer, or Enforcement Case Officer, or Assistant Planning Officer, or Senior Arboriculturist, or Arboriculturist, or Senior Conservation and Building Design Officer, or Conservation Officer, or Building Control Manager, or Senior Building Control Surveyor, or District Building Control Surveyors</p>	
P & I 17	<p>Town and Country Planning Act 1990 s.304</p> <p>Planning and Compulsory Purchase Act 2004 s.115</p>	<p>To pay grants for research and educational assistance</p>	<p>Executive Head, or Chief Planning Officer, or Service Manager</p>	<p>Cabinet 27 of 5/10/16 77 of 06/02/19</p>
P & I 18	<p>Local Government Act 2000, part 1A</p>	<p>To select footway lighting improvement schemes within the development programme budget</p>	<p>Executive Head, or Chief Planning Officer, or Service Manager, in consultation with the Town or Parish Council, or</p>	<p>Cabinet 27 of 5/10/16 77 of 06/02/19</p>

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
P & I 19	Town Police Clauses Act 1847 s.21 Hampshire Act 1983 s.68	<p>To make and sign an Order to bring into effect temporary road closures, subject to:</p> <p>i) no objections being received from the Police or County Council within 28 days</p> <p>ii) prior consultation with District and County Councillors whose wards are directly affected; and</p> <p>iii) prior consultation with local transport operators, the Fire Service, Ambulance Service, Town/Parish Council, and Chamber of Commerce</p>	<p>Planning and Infrastructure Portfolio Holder following receipt of suggestions from Town or Parish Councils</p> <p>Chief Executive, or Executive Head, or Chief Planning Officer, or Service Manager, or Senior Planning Officer, or Senior Enforcement Officer, or Planning Implementation and Enforcement Team Leader</p>	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 20	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	Executive Head, or Chief Planning Officer, or Service Manager, or Senior Planning Officer, or Senior Enforcement Officer, or Planning Implementation and Enforcement	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Team Leader	
P & I 21	Local Government Act 2000, part 1A	To ensure that the Council's obligations under the County Council's agency agreements are discharged	Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 22	Public Health Act 1925 s.18	To issue notices and documents relating to street names and numbers	Executive Head, or Chief Planning Officer, or Service Manager, or Senior Systems Support Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 23	Land Charges Act 1972	To do all matters relating to the registration of Local Land Charges and the issue of the official certificate of search against the Register	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 24	Local Government Act 2000, part 1A	To make Off-Street Parking Places Orders or Amendment Orders in cases where no objections to published proposals have been received	Chief Executive, or Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 25	Local Government Act 2000, part 1A	To authorise the removal of vehicles, trailers, etc left in the Council's car parks	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Operations Administrator, or Enforcement Operations	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Administrations Officer	
P & I 26	Road Traffic Regulation Act 1984 s.112(2)	To request information as to the identity of a driver	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Operations Administrator, or Enforcement Operations Administrations Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 27	Local Government Act 2000, part 1A	To grant consents and to agree terms for the occasional use of car parks for exhibitions and similar events	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 28	Civil Enforcement of Parking Contraventions General Regulations 2007, regulations 5, 12, 19 and 21	To serve notices and certificates, to consider representations, and to take all action on behalf of the Council	Service Manager, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Senior Civil Enforcement Officer, or Civil Enforcement Officer, or Enforcement Operations Administrator, or Enforcement Operations Administrations Officer	Cabinet 27 of 5/10/16
P & I 29	Civil Enforcement of Parking Contraventions General Regulations 2007, regulation 22	To recover the increased penalty charge provided for in the charge certificate	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Operations Administrator, or Enforcement Operations	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
			Administrations Officer	
P & I 30	Civil Enforcement of Parking Contraventions Representations and Appeals Regulations 2007, Schedule paragraphs 12-15	To take all action on behalf of the Council	Executive Head, or Chief Planning Officer, or Service Manager, or Enforcement Manager, or Enforcement Operations Administrator, or Enforcement Operations Administrations Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 31	Civil Enforcement of Parking Contraventions Representations and Appeals Regulations 2007, regulation 7 (5)	To consider the recommendations of an adjudicator and decide whether to accept those recommendations	Chief Executive, or Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 32	Goods Vehicles (Licensing of Operators) Act 1995	To make representations on applications relating to the issue of new or variations to existing operators' licences  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 license (in consultation	Executive Head, or Chief Planning Officer, or Service Manager, or Development Control Team Leader, or Planning Implementation and Enforcement Team Leader, or Principal Planning Officer, or Senior Planning Officer, or Senior Enforcement Officer in consultation with Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		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		
P & I 33	Local Government Act 2000, part 1A	In appropriate cases to inform the Licensing Authority that the Council, without prejudice to its formal consideration of the licence application, has no objection to a temporary heavy goods licence being issued, for not more than three months, to an operator	Executive Head, or Chief Planning Officer, or Service Manager, or Development Control Team Leader, or Principal Planning Officer, or Planning Implementation and Enforcement Team Leader, or Principal Planning Officer, or Senior Planning Officer, or Senior Enforcement Officer in consultation with Service Manager, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 34	Public Health Acts Amendment Act 1890	To enter into sponsorship agreements for the	Executive Head, or Chief Planning Officer in consultation	Cabinet 27 of 5/10/16

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
	s.42	enhancement of roundabouts subject to no objections being received from the Police, County Council, Town or Parish Council and, in the National Park Area, the New Forest National Park Authority	with Service Manager	77 of 06/02/19
P & I 35	Party Wall etc Act 1996	To be the "Appointing Officer" for the purposes of the Act	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 36	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	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)	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 37	Highways Act 1980 s.278	To enter into Agreements to execute improvement schemes on the public highway, subject to prior	Chief Executive, or Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 06/02/19



## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		approval from the Portfolio Holder		
		To enter into alternative arrangements with Hampshire County Council for minor improvement schemes	Executive Head, or Chief Planning Officer, or Service Manager	
P & I 38	Road Traffic Regulation Act 1984 (as amended)	To make and sign an Order, or to give Notice to bring into effect temporary road closures, temporary traffic diversions, temporary speed limits and other temporary traffic management measures subject to:  i) no objections being received during the consultation period 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	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		transport operators being consulted and their views being carefully considered		
P & I 39	Planning (Listed Buildings and Conservation Areas) Act 1990	To offer historic building grants	Executive Head, or Chief Planning Officer, or Service Manager	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 40	Clean Neighbourhoods and Environment Act 2005 s.6	To be an authorised officer and to give fixed penalty notices (nuisance parking)	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and Waste Supervisors, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Senior Civil Enforcement Officer, or Civil Enforcement Officer, or Enforcement Operations Administrator, or Enforcement Operations Administrations Officer, or Planning Enforcement Officer, or Team Manager (Environmental Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 41	Clean Neighbourhoods and Environment Act 2005 s.4(5)	To authorise restricted works to be carried out later than 72 hours after	Executive Head, or Chief Planning Officer, or Service Manager, or Street Scene and	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
		an accident or breakdown	Waste Supervisor, or Enforcement Manager, or Enforcement Operations Team Leader, or Enforcement Supervisor, or Enforcement Officer, or Planning Enforcement Officer Protection), or Team Manager (Food and Safety), or Senior Environmental Health Officer, or Environmental Health Officer	
P & I 42	Town and Country Planning (Control of Advertisements) (England) Regulations 2007	To issue discontinuance notices where the compensation provisions set in the Town and Country Planning Act 1990, s. 223 do not apply	Executive Head, or Chief Planning Officer, or Service Manager, or Development Control Team Leader, or Planning Implementation and Enforcement Team Leader, or Principal Planning Officer, or Senior Planning Officer, or Senior Enforcement Officer following consultation with the Executive Head, or Chief Planning Officer	Cabinet 27 of 5/10/16 77 of 06/02/19
P & I 43	Planning Acts (as defined in the Town and Country Planning Act 1990 as amended)	To issue formal cautions in respect of offences committed under the Planning Acts, subject to the Executive Head, or Chief Planning Officer or Service Manager, or Solicitor being satisfied that offences have taken place	Executive Head, or Chief Planning Officer, or Service Manager, or Development Control Team Leader, or Principal Planning Officer, or Planning Implementation and Enforcement Team Leader, or Senior Planning Officer, or Senior Enforcement Officer, or Solicitor	Cabinet 27 of 5/10/16 77 of 06/02/19

## FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET PLANNING AND INFRASTRUCTURE PORTFOLIO

No	Source	Power Delegated	Delegated to	Minute Reference
P & I 44	Community Infrastructure Levy Regulations 2010	To exercise all powers and duties and to take all necessary action and make all decisions including the making of all determinations and declarations, the service, variation and withdrawal of notices except the following:	Executive Head, or Chief Planning Officer, or Service Manager, or Planning Implementation and Enforcement Team Leader	Cabinet 27 of 5/10/16 61 of 05/12/18 77 of 06/02/19
		The determination and granting of applications for relief in exceptional circumstances	Executive Head, or Chief Planning Officer, or Service Manager, or Planning Implementation and Enforcement Team Leader in consultation with the Chairman of the Planning Committee	
		To make all necessary applications through the courts and to take all such actions as may be necessary for implementation	Executive Head, or Chief Planning Officer, or Service Manager, or Solicitor, or Planning Implementation and Enforcement Team Leader	
P & I 45	Planning and Compulsory Purchase Act 2004 – as amended by the Localism Act 2012	To agree to proposed changes/ modifications to the submitted Development Plan document, to address issues of ‘soundness’,	Chief Planning Officer, or Executive Head, or Service Manager, or Principal Policy Planner in consultation with the Planning and Infrastructure Portfolio Holder.	Cabinet 77 of 06/02/19

**FUNCTIONS WHICH ARE THE RESPONSIBILITY OF THE CABINET  
PLANNING AND INFRASTRUCTURE PORTFOLIO**

No	Source	Power Delegated	Delegated to	Minute Reference
		during the public Examination of the document.		