

Part 9.2

Officer Scheme of Delegation

Officer Scheme of Delegation

This document shows what decisions elected Members have authorised Officers to take on behalf of the Council and is intended to provide a streamlined, clear and simple decision-making process and should be interpreted widely.

To support delivery of the Council's strategic vision, managerial and operational decisions are taken at the most appropriate level, which is usually the closest point of contact to the resident.

This scheme is to be interpreted widely to give effect to this overall purpose by empowering staff to carry out their functions and deliver the Council's services within the Budget and Policy Framework set by the Council, and subject to the guidelines set by the Council, the Executive and the Corporate Leadership Team.

Decisions taken by Officers carry the same weight as any decision taken by the decision-making body.

1. Councillor Consultation

1.1 When exercising delegated authority, Officers shall;

- keep Members properly informed of actions arising within the scope of these delegations.
- maintain a close liaison with the appropriate Portfolio Holder and/or the relevant Chair of the Committee when the matter falls within the remit of that Committee;
- consult relevant Portfolio Holders when exercising temporary or specific delegations resolved at Council, or a Committee or Sub-Committee meeting where appropriate;
- ensure the Ward Councillors are consulted or advised of the exercise of delegated powers relevant to their Ward where appropriate;
- take account of the views of the relevant Ward Member(s) before exercising their delegated power

1.2 Portfolio Holders for the relevant area should be consulted on the exercise of a delegated power in all cases where:

- there is likely to be opposition from members of the public save that this does not relate to objections to planning applications, building control applications, decisions on planning enforcement, or licensing decisions

- where there are political sensitivities;
- there is likely to be media (including social media) interest; or
- expenditure is unusual for the budget area.

2. Using Delegated Authority

- 2.1 Where an Officer has delegated powers, the Council, the Executive or a Committee (as appropriate) can still exercise that power in a particular case if it considers it appropriate to do so. Equally it is always open to an Officer not to exercise delegated powers but to refer the matter up as appropriate.
- 2.2 Officers should ensure that they have an understanding of the relevant Portfolio Holder and Committee Chairs' interpretation of the Scheme before they make decisions.
- 2.3 Before exercising any delegated power, officers must consider whether to consult with the relevant Portfolio Holder on the exercise of delegated powers or not to exercise delegated powers, but to refer the matter to the relevant councillor or Council Body to decide.
- 2.4 The Leader or any Executive Member may at any time, following consultation with the Chief Executive and relevant officer, require a particular issue or any aspect of delegated powers to be referred to the appropriate Council Body for a decision.

3. Matters Not Delegated

- 3.1 Officers shall not exercise delegated authority for any matter;
- which by law may not be delegated to an Officer;
 - which is specifically excluded from delegation by this Scheme, by a decision of the Council, the Executive, or other Committee or Sub-Committee;
 - where the Head of Paid Service, the Monitoring Officer or the Chief Finance Officer has given a direction;
 - any Key Decision;

4. Conditions of Using Delegated Authority

4.1 When exercising delegated authority, Officers shall comply with;

- The Budget and Policy Framework
- Statutory Requirements
- any provision contained in this Constitution, including the Executive Procedure Rules, Scrutiny Procedure Rules, and Access to information Procedure Rules;
- any financial limits set out in the revenue or capital budgets except as set out in the Financial Procedure Rules;
- any Policy set by the Council or its committees, the Executive or the Chief Executive;
- The Employee Code of Conduct
- Legal, finance and/or human resources advice that has been sought

5. Authorisations to Other Officers

5.1 Officers with delegated powers may, in writing, authorise another officer or officers to exercise those powers. Such authorisations shall be in writing, must be held within the service, and must be subject to limitations and conditions.

6. Records of Decisions

6.1 Records of decisions must be kept in accordance with relevant legislation and the Access to Information Procedure Rules.

7. Reserve Delegations

7.1 The delegated powers held by a post may be exercised by the line manager of that post if the post is vacant or the post holder is not at work for any reason.

7.2 Statutory Officers' powers which are reserved to that designated officer through legislation may only be exercised by the nominated officer or their deputy, in accordance with Part 9.2 – Officer Scheme of Delegation, Section 5.1 (Authorisations to Other Officers) of the Constitution.

8. Transfer of Delegations

8.1 The Deputy Chief Executive may exercise the delegated power possessed by the Chief Executive if that post is vacant or the postholder is absent.

8.2 The Chief Executive can exercise any delegated power possessed by an Executive Director or Director (with the exception of statutory powers which shall be exercised by nominated deputies) if that post is vacant or the postholder is absent.

8.3 Where the name of a post is changed, or its relevant functions become vested in a different post, any delegated powers possessed by the post shall be retained by the remained post or transferred to the different post as the case may be. This includes any delegated powers vested in a post by resolution of the Council, the Executive or Committee.

8.4 Where a service has been restructured, the Chief Executive shall have authority to reallocate the delegated powers to other posts and shall give notice to the Monitoring Officer. This shall be considered to be a minor change to the constitution and within the Monitoring Officer’s delegated authority. Any changes should be updated in the Constitution and published as soon as is practicable, with notification provided to the relevant Executive Member/s or Chair of a Committee.’

9. Proper Officers

9.1 In addition to the delegated authority within this Scheme, local government legislation specifies that certain officers must have responsibility for a number of specific functions. Each officer with such responsibility is known as the Proper Officer in relation to that task. The list of Proper Officers is contained within this Scheme.

10. Area of Responsibility

Post	Mains Functions and Areas of Responsibility
Assistant Chief Executive	Communications and Engagement Policy and Performance Business Intelligence Executive Support Information Technology and Data Management
Executive Director of Adults and Housing	Commissioning and Performance Adults Services Safeguarding and Wellbeing

Post	Mains Functions and Areas of Responsibility
	Housing
Director of Public Health and Wellbeing	Public Health Intelligence and Local Sustainability and Transformation Partnerships Management and Commissioning Wellbeing Advisors Adults Learning Communities and Leisure
Director of Children’s Services (DCS)	Children’s Social Care Education Commissioning and Partnerships
Executive Director Finance and Performance	Finance and Accountancy Finance and Strategy Audit and Risk Revenues and Benefits Procurement Pensions Partnerships and Performance Capital and Transformation
Director of Customer and Governance	Customer Services Human Resources Registration of Births, Marriages and Deaths Elections Administration Legal and Democratic Services Information Governance
Executive Director Place and Economy	Regulatory Services Highways and Waste Assets and Environment Growth, Climate & Regeneration Deputy Chief Executive

11. Delegation Table

General Provisions

Nature of Decision	Officers	Conditions
Urgent decisions, including those taken by a member of the Corporate Leadership Team, after consultation with the Leader of the Council and the Chair and Vice Chair	All	

Nature of Decision	Officers	Conditions
of the relevant Scrutiny Committee, which cannot wait until a meeting of the Executive or the appropriate committee.		
All executive and non-executive powers and duties relevant to Corporate Leadership Teams areas of responsibility detailed within the areas of responsibility within the Scheme, or as assigned from time to time that rest with the Council, or which have been delegated or granted to the Council. This includes all powers and duties under all legislation present and future relating to their area of responsibility and all powers and duties incidental to that legislation.	All	Delegated authority shall be exercised in accordance with the limitations, restrictions, reservations and requirements for consultation set out within the Scheme.
To assume all the powers of the Council necessary to respond to a declared civil emergency for the duration of the immediate response phase, subject to notification to the Leader of the Council and members of the Executive of the assumption of those powers.	Head of Paid Service	
All Local Choice Functions under Schedule 2 of the Local Authorities (Functions and Responsibilities)(England) Regulations 2000	All Corporate Leadership Team	All functions shall be designated as Executive functions and may be undertaken by the relevant officer.

Budgets, Accounts and Assets

Nature of Decision	Officers	Conditions
Powers to incur capital and revenue expenditure, to seek recovery of amounts owed, to exercise discretion in recovery, alter or waive repayment periods, or approve exemptions in relation to repayments, agree refunds, reduce or remit payments and waive fines, except as detailed in the Finance Exceptions Chart.	Chief Finance Officer	Cannot be exercised where capital expenditure is outside of Capital Programme; Cannot negotiate and approve borrowing; Up to £100k for unbudgeted revenue expenditure; Up to £100k for virements; Up to £100k for ex gratia payments.
Submit bids for funding to relevant bodies	Chief Finance Officer	

Nature of Decision	Officers	Conditions
To agree conditions and approve agreements in relation to grant funding to be received by the Council	Chief Finance Officer	Subject to the conditions set out in Part 9.7 - Financial Procedure Rules, Section 34.3.
Write off any surplus or deficiencies in respect of items of stock	Chief Finance Officer	Up to £500k
To set all fees and charges within the respective areas of responsibility as set out within the Scheme.	All Corporate Leadership Team	Apart from those specifically reserved to Council or Executive.
Effect necessary insurances	Chief Finance Officer and Monitoring Officer	
To approve tenders for the provision of goods and services, in accordance with the thresholds set out in financial regulations and the Approval of Tenders – thresholds.	All Corporate Leadership Team	Up to £100,000 in value in all cases, where budgetary provision exists. Between £100,000 in value and the total value threshold set out in public procurement directive PCR2015, where budgetary provision exists.
To dispose of land and property designated as surplus to requirements in accordance with S123 of the Local Government Act 1972.	All Corporate Leadership Team	In accordance with statutory right to buy provisions for council owned homes. In all other instances, where the total value of the asset being disposed of does not exceed £250,000.
To acquire land and property.	All Corporate Leadership Team	In pursuance of a Council policy or decision by the Executive or Council, or where the value of the asset to be acquired does not exceed £250,000.
To Enter into leases, licences, wayleaves and easements.	All Corporate Leadership Team	Where these are necessary as a consequence of property management arrangements or service delivery requirements or are below £10,000.
To approve the award of contracts and terminations of contracts.	All Corporate Leadership Team	Where the contract is £100,000 or less in value.

Nature of Decision	Officers	Conditions
To approve virements between budget headings during the course of a financial year.	All Corporate Leadership Team	Where the amount of a virement is £100,000 or less, following notification to the chief finance officer.
To write off debts.	Chief Finance Officer	Cross reference to the spending thresholds contained within financial regulations.
To agree grants to voluntary and other organisations where a service level agreement is required as a consequence of the Council's policy.	All Corporate Leadership Team	Provided that the organisation concerned has complied with the terms or outcomes set out in the Service Level Agreement.

Policy Making and Implementation

Nature of Decision	Officers	Conditions
To make incidental changes to shared service agreements, in accordance with the Council's policy and budget framework.	All Corporate Leadership Team	
To respond to consultations.	All Corporate Leadership Team	In consultation with and on behalf of the relevant Portfolio Holder.
To determine applications to register common land, town and village greens and assets of community value.	Director of Place and Economy	In consultation with the Director of Customer and Governance.
Approving payments in cases of maladministration.	Director of Customer and Governance	In consultation with the Head of Paid Service and the S151 Officer.

Constitutional Affairs

Nature of Decision	Officers	Conditions
To make in year changes to the membership of committees, and joint boards and committees and to make in year nominations or appointments to outside bodies.	Director of Customer and Governance	In consultation with the Leaders of the political groups represented on the Council.

Nature of Decision	Officers	Conditions
To make minor administrative changes to the constitution to reflect, for example, changes in the law, changes to the Council's management structure or other changes with no significant impact.	Director of Customer and Governance	
Granting dispensations to councillors, co-opted members and church and parent school governor representatives from requirements relating to interests set out in the Member Code of Conduct.	Director of Customer and Governance	Shall be determined by the Democracy and Standards Committee unless considered urgent. An annual summary of the Monitoring Officers use of delegation shall be provided to the Democracy and Standards Committee.
Conducting investigations into allegations of breaches of the Code of Conduct by members and co-opted members.	Director of Customer and Governance	Following the Standards Sub Committee assessing the complaint and determining that an investigation should be conducted.
Granting dispensations to members of decision-making bodies charged with making executive decisions in respect of any conflict of interest which the member declares.	Director of Customer and Governance	Shall be determined by the Democracy and Standards Committee unless considered urgent. An annual summary of the Monitoring Officers use of delegation shall be provided to the Democracy and Standards Committee.

Planning, Regulation, Licensing and Registration

Nature of Decision	Officers	Conditions
<p>All matters relating to Town & Country Planning functions as set out in the planning and related Acts, are delegated to the relevant senior planning officer to determine, other than the exceptions listed</p>	<p>Director of Place and Economy</p>	<p>Delegated authority should not be exercised for applications, which in the opinion of the relevant senior planning officer should be referred to the relevant Planning Committee. This may be for reasons such as (but not exclusively):</p> <ul style="list-style-type: none"> (i) Applications where a national or local planning policy is being tested for the first time within the Council's area (ii) Applications which have a finely balanced officer recommendation (iii) Applications by or on behalf of a Planning Officer who has recently left the organisation (or one of the preceding councils) for any property or land in which they have a financial interest (iv) Applications that the Chair or Vice Chair of the relevant committee or the senior planning officer considers are potentially contentious* and raise material planning issues, or would affect the wider public interest; (v) Applications which the senior responsible planning officer considers would need to be advertised as a departure from policy, which the officer is minded to recommend for approval.

* With reference to the term “contentious” in (iv) above, for the purpose of this Scheme “contentious” is defined as a minimum to –

- A matter that involves many people (at least 10 registered objectors) who strongly disagree with the content of an application for planning consent.

	<p>Director of Place and Economy</p>	<p>Delegated authority should not be exercised where a town or parish council has submitted a written objection to an application for major development (as set out in The Town and Country</p>
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		<p>Planning (Development Management Procedure) (England) Order 2015 and any amendment thereto) ** that is contrary to the officer’s proposed decision subject to the criteria below: -</p> <ul style="list-style-type: none"> (i) The written objection was received by the Planning Authority within the statutory period specified for consultation; and (ii) The written objection is from a relevant town or parish council in which the development proposal is located or partly located; and (iii) The written objection contains a matter(s) relating to substantive material planning consideration(s); and (iv) That an attempt has been made by the Planning Authority to liaise with the town or parish council to seek withdrawal of said objection(s) by means of explanation, amendment to the proposal or by means of condition; and (v) That the Chair & Vice Chair of the relevant planning committee, with the advice of a senior planning officer, agree that the objection received from a town or parish council contains a substantive material planning consideration determination of which cannot be resolved outside of a committee resolution.
	<p>Director of Place and Economy</p>	<p>Delegated authority should not be exercised for applications submitted by, or on behalf of, a Councillor or direct family (spouse or civil partner) of a Councillor for any property or land in which they have a financial interest.</p>
	<p>Director of Place and Economy</p>	<p>Delegated authority should not be exercised for applications submitted by, or on behalf of, a current Officer working within the Planning & Development Service or at Tier 4 level and above or direct family (spouse or civil partner) of Officers identified above for any</p>

		property or land in which they have a financial interest.
	Director of Place and Economy	Delegated authority should not be exercised for applications where the Council is the applicant or landowner (in whole or part), except where the proposal is for minor development which accords with relevant planning policy and to which no objection has been made.
	Director of Place and Economy	Delegated authority should not be exercised for Planning applications for major development (as set out in The Town and Country Planning (Development Management Procedure) (England) Order 2015 and any amendment thereto) ** where there is a written holding objection from a statutory consultee that is contrary to the officer's proposed recommendation, and that the officer has been unable to satisfactorily resolve with the consultee.

** In reference to the delegation above, the Town and Country Planning (Development Management Procedure) (England) Order 2015 defines "major development" as "development involving any one or more of the following—

- (a) the winning and working of minerals or the use of land for mineral-working deposits;
- (b) waste development;
- (c) the provision of dwellinghouses where—
 - (i) the number of dwellinghouses to be provided is 10 or more; or
 - (ii) the development is to be carried out on a site having an area of 0.5 hectares or more and it is not known whether the development falls within sub-paragraph (c)(i);
- (d) the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or
- (e) development carried out on a site having an area of 1 hectare or more"

	<p>Director of Place and Economy</p>	<p>Delegated authority should not be exercised where a minimum of 5 objectors (non-major planning applications) or 10 objectors (major planning applications) have submitted a written objection that is contrary to the officer’s proposed decision subject to the criteria below: -</p> <ul style="list-style-type: none"> (i) The written objection(s) were received by the Planning Authority within the statutory period specified for consultation; and (ii) The written objection was from a resident or business which could be affected by and (iii) The written objection contains a matter(s) relating to substantive material planning consideration(s); and (iv) That an attempt has been made by the Planning Authority to liaise with the objector(s) to seek withdrawal of said objection(s) by means of explanation, amendment to the proposal or by means of condition; and (v) That the Chair & Vice Chair of the relevant planning committee, with the advice of a senior planning officer, agree that the objection received from an objector contains a substantive material planning consideration determination of which cannot be resolved outside of a committee resolution.
	<p>Director of Place and Economy</p>	<p>Delegated authority should not be exercised where an application has been “called in.” To be called in, the following criteria shall be met:</p> <p>The NNC Ward Councillor shall submit the request in writing, setting out the material planning issue/s.</p> <p>The request shall be received by the relevant senior planning officer within 25 calendar days from the date the application was first published on the</p>

		<p>Council's website and notified to Councillors, or during any further notification period required following receipt of amendments to the scheme.</p> <p>The request shall be considered by the Chair or Vice Chair of the relevant planning committee, with the advice of the senior planning officer, that the referral contains material planning issues and shall be called in.</p>
To enter into new or amended legal agreements in respect of proposed developments.	Director of Place and Economy	In consultation with the Director of Customer and Governance.
To authorise enforcement action in respect of all planning and development management functions	Director of Place and Economy	Delegated authority should not be exercised where the Director considers the matter should be referred to the relevant Planning Committee where the action is significant.
To determine applications for certificates of lawfulness of existing use, development certificates of lawfulness or proposed use of development and change of use certificates.	Director of Place and Economy	
To exercise the Council's powers for the improvement and regulation of housing standards, including the issuing of statutory notices, the application of penalties, the closure of premises, and taking emergency action.	Director of Place and Economy	
To exercise powers relating to the regulation of the use of highways (including footpaths and bridleways).	Director of Place and Economy	
To exercise functions relating to the preservation of trees and protection of important hedgerow, including making any orders and determining complaints about high hedges.	Director of Place and Economy	

<p>To exercise the Council’s powers under the Housing Act 1996, Anti-Social Behaviour Act 2003 and the Anti-Social Behaviour, Crime and Policing Act 2014 including seeking and issuing criminal behaviour orders, community protection notices, seeking a civil injunction because of anti-social behaviour, and issuing a premises closure notice.</p>	<p>Director of Place and Economy</p>	<p>Excluding the making of a Public Spaces Protection Order which shall be determined by the Assistant Director Regulatory Services, unless they are likely to be considered to be sensitive or significant in which case they shall be determined by Executive.</p>
<p>To determine all licensing functions including but not limited to;</p> <ul style="list-style-type: none"> • Street trading licences and markets • Animal establishments licensing and enforcement • Motor salvage operators • Houses in multiple occupation licensing and enforcement 	<p>Director of Place and Economy</p>	
<p>To determine all functions relating to the Licensing Act 2003, related secondary legislation and subsequent legislation.</p>	<p>Director of Place and Economy</p>	<p>Delegated authority shall not be exercised in relation to approval of the Statement of Licensing Policy which shall be recommended to Council from the Licensing and Appeals Committee.</p>
		<p>Delegated authority shall not be exercised to determine reviews of premises licences or club premises certificate.</p>
		<p>Delegated authority shall not be exercised to determine applications for the grant, renewal or transfer of licences, designations or certificates where objections have been received and not withdrawn.</p>
<p>To determine all functions relating to the Gambling Act 2005</p>	<p>Director of Place and Economy</p>	<p>Delegated authority shall not be exercised in relation to approval of the Statement of Principles which shall be recommended to Council from the Licensing and Appeals Committee.</p>
		<p>Delegated authority shall not be exercised for a club gaming/club machine permit where relevant objections from consultees have been received and have not been withdrawn.</p>

		Delegated authority shall not be exercised for a transfer of a licence where relevant objections from consultees have been received from the Gambling Commission and have not been withdrawn.
To determine any matter relating to the functions of private hire and Hackney Carriage licensing functions under the Town and Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976 and any secondary or subsequent legislation.	Director of Place and Economy	Delegated authority shall not be exercised when revoking licences (unless in the interests of urgent public safety) for Hackney Carriages and private hire vehicle drivers and operators.
		Delegated authority shall not be exercised to determine the provision, siting, designation and establishment of Hackney Carriage Stands which shall be recommended to Council by the Licensing and Appeals Committee.
		Delegated authority shall not be exercised to determine Hackney Carriage bylaws which shall be recommended to Council by the Licensing and Appeals Committee.
		Delegated authority shall not be exercised to determine policies for the licensing of Hackney Carriage vehicles and drivers and private hire drivers and operators including standard conditions which shall be recommended for approval to the Executive by the Licensing and Appeals Committee.
		Delegated authority shall not be exercised to determine policies for the fixing of Hackney Carriage vehicle fare scales which shall be recommended to the Executive by the Licensing and Appeals Committee.
To determine any matter relating to the licensing of sex establishments	Director of Place and Economy	Delegated authority shall not be exercised where relevant representations/objections as determined by the Monitoring Officer have been received.

Employment Matters

Nature of Decision	Officers	Conditions
<p>Take any action in accordance with the Council’s agreed policies and procedures with respect to the recruitment, appointment, promotion, training, grading, discipline, determination of wages and salary scales, determination of allowances, determination and application of conditions of service, including but not limited to allocation of leave, honorariums, ill health retirement and determination of establishment.</p>	<p>All Corporate Leadership Team</p>	<p>Appointment of those officers listed in the Employment Procedure Rules shall be the decision of the Employment Committee or a Sub Committee established by them.</p>
	<p>All Corporate Leadership Team</p>	<p>The appointment of Deputy Chief Officers shall be the decision of the Head of Paid Service and in accordance with the Employment Procedure Rules. Full Council must have considered the remuneration of any post which will be remunerated over £100k prior to an appointment being made.</p>
	<p>All Corporate Leadership Team</p>	<p>Dismissal of Deputy Chief Officers shall be the decision of the Head of Paid Service and in accordance with the Employment Procedure Rules.</p>
	<p>Head of Paid Service</p>	<p>Agreement to make special severance payments under the Localism Act 2011 shall be exercised by the Head of Paid Service in consultation with the Monitoring Officer and Section 151 Officer, subject to the following:-</p> <ol style="list-style-type: none"> a. Full Council must approve the severance payment of any post over £100k prior to payment being agreed. b. For payments of £20,000 and above, but below £100,000, a clear record of the Leader’s approval and that of any others who have signed off the payment should be made.

Issue of certificates of opinion as to whether or not the duties of a post fall within the criteria of political sensitivity	Director of Customer and Governance	
The issue of HR1 notices in respect of potential redundancies	Director of Customer and Governance	
To approve strategic employment policies; i.e. those employment policies immediately and directly affecting all or most employees.	Head of Paid Service	
Functions in respect of the exercise of discretions under the local government pension scheme including the award of discretionary payments.	All Corporate Leadership Team	
To carry out powers and duties under the Health and Safety at Work Act	Head of Paid Service	

Legal Matters

Nature of Decision	Officers	Conditions
Make applications to the Court of Protection for Receivership Orders in relation to clients lacking mental capacity to carry out their financial affairs	Executive Director for Adults, Health and Wellbeing	
Apply to become an appointee in relation to clients lacking capacity to carry out their financial affairs	Executive Director for Adults, Health and Wellbeing	
Carry out the health functions delegated to the Authority by an NHS body under arrangements between NHS bodies and local authorities pursuant to section 31 Health Act 1999.	Executive Director for Adults, Health and Wellbeing	
Determine liability, demand payment, make arrangements for collection and take action for recovery of Council Tax and Non Domestic Rates.	Assistant Director Revenue and Benefits	

Defend and/or settle all claims made against the Council up to £100,000.	Director of Customer and Governance	
Issue proceedings, prosecute, defend, conduct, withdraw, settle or appeal any legal proceedings or process on behalf of the Council.	Director of Customer and Governance	
Institute criminal proceedings in respect of offences against any legislation (including byelaws) which the Council is allowed to enforce, or which any of the Queen’s subjects may prosecute; and offences of common assault on behalf of an employee, if so required.	Director of Customer and Governance	
Authorise any Officer of the Council to prosecute, or defend on its behalf, or to appear on its behalf in, proceedings before a Magistrates Court, in accordance with Section 223 of the Local Government Act 1972.	Director of Customer and Governance	
Make orders or take any other steps in relation to any legislation when instructed by the officer with the relevant area of responsibility.	Director of Customer and Governance	
Appoint Education Appeal Panel members, in accordance with the provisions of the Education (Admission Appeals Arrangements) (England) (Regulations 2002), as amended, such appointments to last for a period of three years then membership be re-assessed and re-appointments made as appropriate.	Director of Customer and Governance	
Determining applications affecting the registers of commons and village greens (under the Commons Act 2006 and any subsequent legislation).	Director of Customer and Governance	In the case of contested matters, or Matters which require oral representation or an inquiry, an Independent Inspector shall be appointed to determine the application.

To carry out powers in relation to assets of community value under Part 5 Chapter 3 of the Localism Act 2011.	Assistant Director Assets	Powers to determine whether an asset should be placed on the list Powers to determine reviews – Director of Customer and Governance
To approve Public Spaces Protection Orders (PSPO's),	Assistant Director Regulatory Services	Unless they are likely to be considered to be sensitive or significant in which case they shall be determined by Executive.

End of Officer Scheme of Delegation

May 2023