

## Appendix 2.1 – Live Register of Delegations

### 1. Introduction

- 1.1. This is the Live Register of Delegations maintained in accordance with Appendix 2. The Chief Executive, the Directors, and the Heads of Service are responsible for maintaining the Live Register of Delegations. The Live Register of Delegations must be updated to reflect any changes within a reasonable time.
- 1.2. The specific functions of the Council set out in column 3 below are delegated to the corresponding officers listed in column 2 (or any temporary replacement post holder nominated in accordance with paragraph 2.3 of the Scheme) subject to the requirements and limits of this Scheme of Delegation.
- 1.3. The initials **UD** are used within the Date column to record where a delegation or nomination has been decided further to the use of an Urgent Decision in accordance with Paragraph 3 of Appendix 2 of the Constitution.

### 2. Standards and Constitution Scheme of Delegation

No	Title of Post Holder	Function Delegated	Date
SC1	Hearing Panels	Determination of complaints referred by an Investigating Officer regarding alleged breaches of the councillors' Code of Conduct	12 December 2023
SC2	Monitoring Officer in consultation with Chair of the Standards and Constitution Committee	To grant dispensations in situations where so many councillors of the decision-making body have Disclosable Pecuniary Interests in a matter that it would otherwise impede the transaction of the business	12 December 2023
SC3	Monitoring Officer	Determination of matters in respect of the councillors' Code of Conduct and arrangements for dealing with allegations of breach (following consultation with the Independent Person where required) except for those which are identified as reserved for determination by the Full Council, other committees, or Hearings Panels.	12 December 2023

### 3. Planning Scheme of Delegation

3.1. The terms of reference of the Planning Committee include responsibility to determine the level of delegation to officers. It is important that there is clarity as to which decisions officers can determine and which the Planning Committee must determine.

No	Title of Post Holder	Function Delegated	Date
P1	Head of Place Development, Development Management Manager, Planning Policy Manager	<p>Determination of all matters arising from all legislation relating to the use and development of land.</p> <p>Should any of these officers think it necessary or appropriate, they may at their discretion, refer any matter for consideration and / or determination by the Planning Committee, and shall inform the Chair of Planning Committee accordingly.</p> <p>A Planning Committee member or any councillor may call in a matter for determination by the Planning Committee in accordance with the procedure outlined in the Framework (Annex 4.8, Section 8).</p> <p>The request to “call-in” an application must be on relevant planning grounds and merit intervention to have the application placed before the Planning Committee. Where the “call in” is not made on material planning grounds the “call-in” will be invalid. The decision as to whether the grounds are justifiable will be at the discretion of the Head of Place Development in consultation with the Chair of Planning Committee and the councillors concerned.</p>	12 December 2023
P2	Chief Executive, Directors, Heads of Service	To authorise, in writing, Officers to enter on to land or to apply for a warrant and thereafter enter land pursuant to sections 196A-196C and 214B-214D of the Town and Country Planning Act 1990 as amended	12 December 2023
P3	Head of Place Development	Agree the terms of, and variations to, Section 106 agreements under the Town	12 December

		and Country Planning Act 1990 in connection with the grant of planning permission granted under appeal.	2023
P4	Head of Place Development	To refuse to enter into a Section 106 agreement if the same has not been completed within 6 months of the Planning Committee having granted planning permission, subject to a Section 106 agreement, without the need to return the matter to the Planning Committee.	12 December 2023

#### 4. Parking & Environmental Enforcement Scheme of Delegation

4.1. For this scheme of delegation, the relevant legislation has been added for further clarity.

No	Title of Post Holder	Legislation	Function Delegated	Date
PEE1	Parking & Enforcement Manager	Traffic Management Act 2004	To make decisions regarding the issuing of Penalty Charge Notices, cancellations and write offs. To instruct Enforcement Agents (bailiffs) to remove a vehicle, act upon a warrant or stand down	12 December 2023
PEE2	Parking & Enforcement Manager	Epsom & Ewell Borough Council Off Street Parking Places Order March 2022 variation 1	To charge a lost token fee or make a discretionary decision about a parking charge within our car parks	12 December 2023
PEE3	Parking & Enforcement Manager	Refuse Disposal Amenity Act 1978	To investigate abandoned vehicle cases including the power to remove a vehicle from a location in the open air and to instruct for a vehicle to be destroyed if all efforts to reunite with its owner have been exhausted	12 December 2023
PEE4	Parking & Enforcement Manager	Environmental Protection Act 1990 (Sections 87 & 88)	To issue Fixed Penalty Notices for offences such as littering and fly tipping	12 December 2023

PEE5	Parking & Enforcement Manager	Anti-Social Behaviour, Crime and Policing Act 2014 (Sections 59 & 66)	Miscellaneous powers to disperse groups, challenge and move on suspected perpetrators of ASB, alcohol or substance abuse.	12 December 2023
PEE6	Parking & Enforcement Manager	Anti-Social Behaviour Act 2003 (Section 43)	To take action against graffiti and flyposting	12 December 2023
PEE7	Parking & Enforcement Manager	Road Traffic (Vehicle Emissions) (Fixed Penalty)(England ) Regulations 2002	To warn and if necessary issue a Fixed Penalty Notice to drivers who are idling their vehicle engine	12 December 2023
<i>Parking Team</i>				
PEE8	Parking Operations Supervisor	Traffic Management Act 2004	Issuing Penalty Charge Notices in Borough Council car parks	12 December 2023
PEE9	Parking Operations Supervisor	Epsom & Ewell Borough Council Off Street Parking Places Order March 2022 variation 1	To charge a lost token fee or make a discretionary decision about a parking charge within our car parks	12 December 2023
PEE10	Civil Enforcement Officer	Traffic Management Act 2004	Issuing Penalty Charge Notices in Borough Council car parks	12 December 2023
PEE11	Civil Enforcement Officer	Epsom & Ewell Borough Council Off Street Parking Places Order March 2022 variation 1	To charge a lost token fee or make a discretionary decision about a parking charge within our car parks	12 December 2023
<i>Environmental Team</i>				
PEE12	Enforcement Operations Supervisor	Traffic Management Act 2004	Issuing Penalty Charge Notices in Borough Council car parks	12 December 2023
PEE13	Enforcement Operations Supervisor	Epsom & Ewell Borough Council Off Street Parking Places Order March 2022 variation 1	To charge a lost token fee or make a discretionary decision about a parking charge within our car parks	12 December 2023
PEE14	Enforcement Operations Supervisor	Refuse Disposal Amenity Act 1978	To investigate abandoned vehicle cases including the power to remove a vehicle from a location in the open air and to instruct for a vehicle to be destroyed if all efforts to reunite with its	12 December 2023

			owner have been exhausted	
PEE15	Enforcement Operations Supervisor	Environmental Protection Act 1990 (Sections 87 & 88)	To issue Fixed Penalty Notices for offences such as littering and fly tipping	12 December 2023
PEE16	Enforcement Operations Supervisor	Anti-Social Behaviour, Crime and Policing Act 2014 (Sections 59 & 66)	Miscellaneous powers to disperse groups, challenge and move on suspected perpetrators of ASB, alcohol or substance abuse.	12 December 2023
PEE17	Enforcement Operations Supervisor	Anti-Social Behaviour Act 2003 (Section 43)	To take action against graffiti and flyposting	12 December 2023
PEE18	Enforcement Operations Supervisor	Road Traffic (Vehicle Emissions) (Fixed Penalty)(England ) Regulations 2002	To warn and if necessary issue a Fixed Penalty Notice to drivers who are idling their vehicle engine	12 December 2023
PEE19	Environmental Enforcement Officer	Traffic Management Act 2004	Issuing Penalty Charge Notices in Borough Council car parks	12 December 2023
PEE20	Environmental Enforcement Officer	Refuse Disposal Amenity Act 1978	To investigate abandoned vehicle cases	12 December 2023
PEE21	Environmental Enforcement Officer	Environmental Protection Act 1990 (Sections 87 & 88)	To issue Fixed Penalty Notices for offences such as littering and fly tipping	12 December 2023
PEE22	Environmental Enforcement Officer	Anti-Social Behaviour, Crime and Policing Act 2014 (Sections 59 & 66)	Miscellaneous powers to disperse groups, challenge and move on suspected perpetrators of ASB, alcohol or substance abuse.	12 December 2023
PEE23	Environmental Enforcement Officer	Anti-Social Behaviour Act 2003 (Section 43)	To take action against graffiti and flyposting	12 December 2023
PEE24	Environmental Enforcement Officer	Road Traffic (Vehicle Emissions) (Fixed Penalty)(England ) Regulations 2002	To warn and if necessary issue a Fixed Penalty Notice to drivers who are idling their vehicle engine	12 December 2023
<i>Business Support Team</i>				
PEE25	Business Support Manager	Traffic Management Act 2004	To make decisions regarding the issuing of Penalty Charge Notices, cancellations and write offs. To instruct	12 December 2023

			Enforcement Agents (bailiffs) to remove a vehicle, act upon a warrant or stand down	
PEE26	Business Support Manager	Epsom & Ewell Borough Council Off Street Parking Places Order March 2022 variation 1	To charge a lost token fee or make a discretionary decision about a parking charge within our car parks	12 December 2023
PEE27	Business Support Supervisor	Traffic Management Act 2004	To make decisions regarding the issuing of Penalty Charge Notices, cancellations and write offs. To instruct Enforcement Agents (bailiffs) to remove a vehicle, act upon a warrant or stand down	12 December 2023
PEE28	Business Support Supervisor	Epsom & Ewell Borough Council Off Street Parking Places Order March 2022 variation 1	To charge a lost token fee or make a discretionary decision about a parking charge within our car parks	12 December 2023
PEE29	Business Support Officer	Traffic Management Act 2004	To accept or reject a Penalty Charge Notice appeal or representation	12 December 2023
PEE30	Business Support Officer	Epsom & Ewell Borough Council Off Street Parking Places Order March 2022 variation 1	To charge a lost token fee or make a discretionary decision about a parking charge within our car parks	12 December 2023

## 5. Operational Services Scheme of Delegation

No	Title of Post Holder	Function Delegated	Date
OS1	Head of Operational Services, Street Care Manager & Street Care Assistant Manager	Agree rents with market traders within the fees and parameters as approved by committee and in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS2	Head of Operational Services	Signing of market traders' annual contracts, in in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS3	Head of Operational Services	Negotiation and entering into annual home ground agreements for football, cricket and bowling in accordance with	12 December 2023

		Financial Regulations and Contract Standing Orders with fees as set in fees and charges	
OS4	Head of Operational Services, Street Care Manager & Assistant Street Care Manager	Entering into Agreements for the use of Hook Road Area, Parks and Open Spaces in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS5	Head of Operational Services, Street Care Manager & Assistant Street Care Manager	Negotiation and entering into Agreements for filming rights, with fees to be charged as agreed by Committee	12 December 2023
OS6	Head of Operational Services	Signing of allotment agreements	12 December 2023
OS7	Head of Operational Services, Community Services Manager, Theatre Manager	Negotiation of rentals and discounts to gain business opportunities within all council owned venues (e.g. Playhouse, Bourne Hall, etc..) in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS8	Head of Operational Services & Transport and Waste Services Manager	Negotiation of waste collection charges for large contracts, in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS9	Head of Operational Services	Signing and negotiation of service level agreements with Surrey County Council, Community Transport, Meals at Home, Home from Hospital, Community Alarm; in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS10	Head of Operational Services	Signing and negotiation of rental agreements for the use of a room or area with the portfolio of venues or parks pavilions excluding leases, which are property services; in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS11	Head of Operational Services	Determining and Issuing Refunds on services requests agreement; in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS12	Head of Operational Services	Negotiating and entering into advertising agreements concerning all council owned venues, in accordance with Financial Regulations and Contract Standing Orders	12 December 2023
OS13	Head of Operational Services	Decisions to issue Non-cultivation orders on allotment sites	12 December 2023

OS14	Head of Operational Services	Determining and Issuing - Tables and Chairs Licences and Scaffolding & Hoarding Licences	12 December 2023
OS15	Head of Operational Services, Street Care Manager & Assistant Street Care Manager	Decisions regarding Unauthorised Encampments	12 December 2023

## 6. Housing Services Scheme of Delegation

6.1. For this scheme of delegation, the relevant legislation has been added for further clarity.

No	Title of Post Holder	Legislation	Function Delegated	Date
HS1	Head of Housing & Community	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	12 December 2023



		Domestic Abuse Act 2021		
HS2	Strategic Housing Manager	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	12 December 2023
HS3	Housing Options Manager	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any	12 December 2023

		Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council’s housing and homelessness functions.	
HS4	Housing Options Officer	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act	To make all decisions, take all actions and exercise all powers in respect of the Council’s housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council’s housing and homelessness	12 December 2023

		2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	functions.	
HS5	Housing Support Assistant	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	12 December 2023

HS6	Housing Options Single Persons Officer	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	12 December 2023
HS7	Housing Solutions Manager	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted	12 December 2023

		<p>Homelessness (Priority Need for Accommodation) (England) Order 2002                  Housing Act 2004                  Fraud Act 2006                  Equality Act 2010                  Localism Act 2011                  Welfare Reform Act 2012                  Suitability of Accommodation Order 2012                  Care Act 2014                  Homelessness Reduction Act 2017                  The Homelessness (Review Procedure etc) Regulations 2018                  Domestic Abuse Act 2021</p>	<p>policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.</p>	
HS8	Housing Needs Move On Officer	<p>Protection from Eviction Act 1977                  Criminal Law Act 1977                  Housing Act 1985                  Children Act 1989                  Housing Act 1996                  Human Rights Act 1998                  Children Leaving Care Act 2000                  Housing Act 2002                  Homelessness (Priority Need for Accommodation) (England) Order 2002                  Housing Act 2004                  Fraud Act 2006                  Equality Act 2010                  Localism Act 2011                  Welfare Reform Act 2012                  Suitability of Accommodation</p>	<p>To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.</p>	12 December 2023

		Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021		
HS9	Rent Deposit Officer	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	12 December 2023
HS10	Temporary accommodation Assistant	Protection from Eviction Act 1977 Criminal Law Act	To make all decisions, take all actions and exercise	12 December 2023

		1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	
HS11	Private Sector Leasing and Temporary accommodation Officer	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 HS 12Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent,	12 December 2023

		Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	
HS12	Housing Support Assistant	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	12 December 2023



		Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021		
HS13	Housing Needs and Development Officer	Protection from Eviction Act 1977 Criminal Law Act 1977 Housing Act 1985 Children Act 1989 Housing Act 1996 Human Rights Act 1998 Children Leaving Care Act 2000 Housing Act 2002 Homelessness (Priority Need for Accommodation) (England) Order 2002 Housing Act 2004 Fraud Act 2006 Equality Act 2010 Localism Act 2011 Welfare Reform Act 2012 Suitability of Accommodation Order 2012 Care Act 2014 Homelessness Reduction Act 2017 The Homelessness (Review Procedure etc) Regulations 2018 Domestic Abuse Act 2021	To make all decisions, take all actions and exercise all powers in respect of the Council's housing and homelessness functions in accordance with any one or number of the legislation in As listed and/or any adopted policy(ies) of the Council and/or any other subsequent, new or replacing legislation or adopted Council policy relating to the Council's housing and homelessness functions.	12 December 2023

## 7. Public Protection Scheme of Delegation

- 7.1. For this scheme of delegation, the relevant legislation has been added for further clarity.

<b>No</b>	<b>Title of Post Holder</b>	<b>Legislation</b>	<b>Function Delegated</b>	<b>Date</b>
PPS1	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.11	Service of Improvement notice (category 1 hazards)	12 December 2023
PPS2	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.12	Service of Improvement notice (category 2 hazards)	12 December 2023
PPS3	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.20	Service of prohibition orders (category 1 hazards)	12 December 2023
PPS4	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.21	Service of prohibition orders (category 2 hazards)	12 December 2023
PPS5	Public Protection Manager, Principal Environmental Health	Housing Act 2004 s.28	Service of Hazard Awareness Notice (category 1)	12 December 2023

	Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant		hazards)	
PPS6	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.29	Service of Hazard Awareness notice (category 2 hazards)	12 December 2023
PPS7	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.31	Carrying out works in default	12 December 2023
PPS8	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.40	Emergency Remedial Action	12 December 2023
PPS9	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Housing Act 2004 s.62	Grant or refuse HMO licence	12 December 2023

	Environmental Health Assistant			
PPS10	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.64	Grant HMO licence temporary exemption	12 December 2023
PPS11	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.70	Revoke HMO licence	12 December 2023
PPS12	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.239	Housing Act Powers of Entry	12 December 2023
PPS13	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Housing Act 2004 s.235	Powers to require documentation	12 December 2023
PPS14	Public Protection Manager, Principal	Food Safety and Hygiene	Food Hygiene Improvement Notice	12 December

	Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	(England) Regulations 2013 regulation 6		2023
PPS15	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer	Food Safety and Hygiene (England) Regulations 2013 regulation 8	Hygiene Emergency Prohibition Notices	12 December 2023
PPS16	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Food Safety and Hygiene (England) Regulations 2013 regulation 9	Remedial Action Notices	12 December 2023
PPS17	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer	Food Safety and Hygiene (England) Regulations 2013 regulation 10	Detention notices	12 December 2023
PPS18	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Food Safety and Hygiene (England) Regulations 2013 regulation 14	Procurement of samples	12 December 2023
PPS19	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Food Safety and Hygiene (England) Regulations 2013 regulation 16	Powers of entry	12 December 2023
PPS20	Public Protection	Food Safety	Certification of food	12

	Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	and Hygiene (England) Regulations 2013 regulation 29		December 2023
PPS21	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Food Safety Act 1990	General Provisions (s.5(6))	12 December 2023
PPS22	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Environmental Protection Act 1990 s.33ZA	Flytip Fixed Penalty	12 December 2023
PPS23	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Environmental Protection Act 1990 s.34ZA	Failure of waste duty of care fixed penalty	12 December 2023
PPS24	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Environmental Protection Act 1990 s.34A	Failure to furnish documents fixed penalty	12 December 2023

PPS25	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Environmental Protection Act 1990 s.34B	Power to search and seize vehicles	12 December 2023
PPS26	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Contaminated Land Officer, Environmental Health Enforcement Officer,	Environmental Protection Act 1990 s.78B	Identification of contaminated land	12 December 2023
PPS27	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Contaminated Land Officer, Environmental Health Enforcement Officer,	Environmental Protection Act 1990 s.78E	Service of contaminated land remediation notices	12 December 2023
PPS28	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant, Community Safety and Enforcement Officer	Control of Pollution (Amendment) Act 1989 s.5	Power to require authority to transport waste	12 December 2023
PPS29	Public Protection Manager, Principal Environmental Health Officer, Environmental Health	Control of Pollution (Amendment) Act 1989 s.5B	Fixed penalty notice - failure to provide authority	12 December 2023

	Officer, Environmental Health Enforcement Officer, Environmental Health Assistant, Community Safety and Enforcement Officer			
PPS30	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	Environmental Protection Act 1990 s.80	Service of abatement notice	12 December 2023
PPS31	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant	The Environmental Permitting (England and Wales) Regulations 2016 reg 13	Issue of permit	12 December 2023
PPS32	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Contaminated Land Officer, Environmental Health Assistant	Environment Act 1995 s.108	General powers of enforcing authorities, entry, demand for information etc	12 December 2023
PPS33	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer,	Prevention of Damage by Pests Act 1949 s.4	Power to require treatment of land to destroy rats and mice	12 December 2023



	Environmental Health Enforcement Officer, Environmental Health Assistant			
PPS34	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health Protection (Local Authority Powers) Regulations 2010 reg 8	Notice requesting cooperation	12 December 2023
PPS35	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health Protection (Local Authority Powers) Regulations 2010 reg 2	Notice requiring to keep a child away from school	12 December 2023
PPS36	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health Protection (Local Authority Powers) Regulations 2010 reg 11	Relocation of dead bodies	12 December 2023
PPS37	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health Protection (Local Authority Powers) Regulations 2010 reg 9	Restriction of contact with dead bodies	12 December 2023
PPS38	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health Protection (Local Authority Powers) Regulations 2010 reg 10	Restriction of access to dead bodies	12 December 2023
PPS39	Public Protection	Health and	Be appointed as	12

	Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Safety at Work Etc Act 1974 s.19	Inspectors	December 2023
PPS40	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health and Safety at Work Etc Act 1974 s.26	That the Council indemnify its appointed inspectors	12 December 2023
PPS41	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health and Safety at Work Etc Act 1974 Sections 20-22, 25 & 39	Be delegated the power as set out in: section 20(2) (a) to (m) inclusive section 21 section 22 section 25 section 39 (power to prosecute before magistrates in England & Wales)	12 December 2023
PPS42	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer,	Health and Safety at Work Etc Act 1974 s.53(1)	Be delegated any powers derived from health and safety regulations and/or powers under existing relevant statutory provisions (defined in Section 53(1) of HSWA), and regulations, orders or other legislation made under them.	12 December 2023
PPS43	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer,	Anti-social Behaviour, Crime and Policing Act 2014 s.53	Power to issue Community Protection Notice / Fixed Penalty Notice	12 December 2023

	Environmental Health Enforcement Officer, Community Safety and Enforcement Officer			
PPS44	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer	Dangerous Dogs Act 1991 s.5	Seizure of dangerous dogs	12 December 2023
PPS45	Public Protection Manager, Principal Environmental Health Officer, Principal Licensing Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Contaminated Land Officer, Environmental Health Assistant, Licensing Officer, Community Safety and Enforcement Officer	Local Government (Miscellaneous Provisions) Act 1976 s.16	Power to obtain particulars of persons interested in land	12 December 2023
PPS46	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer	Public Health Act 1936 s.83	Cleansing of filthy or verminous premises	12 December 2023
PPS47	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health	Public Health Act 1936 s.79	Power to require removal of noxious matter by occupier of premises in urban district	12 December 2023

	Enforcement Officer			
PPS48	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer	Public Health Act 1961 s.17	Power to require unblocking and repair of drains	12 December 2023
PPS49	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer	The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 regulation 35	Require thermal improvements to dwellings	12 December 2023
PPS50	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer	The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 reg 4	Service of remedial notice	12 December 2023
PPS51	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer	The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 reg 6	Power to require remedial action	12 December 2023
PPS52	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer	The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 reg 5	Service of remedial notice	12 December 2023
PPS53	Public Protection Manager, Principal Environmental Health	The Smoke and Carbon Monoxide Alarm	Power to require remedial action	12 December 2023

	Officer, Environmental Health Officer, Environmental Health Enforcement Officer	(England) Regulations 2015 reg 6		
PPS54	Public Protection Manager, Principal Environmental Health Officer, Principal Licensing Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Licensing Officer	Local Government (Miscellaneous Provisions) Act 1982 s.17	Power to enter premises (acupuncture etc.)	12 December 2023
PPS55	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s 120	Grant of Application for personal licence If no objection made	12 December 2023
PPS56	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s132A	Notice inviting representation following personal licence holder being convicted of a relevant offence	12 December 2023
PPS57	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 Act s 178	Notice to freeholder etc. to be notified of licensing matters	12 December 2023
PPS58	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s 186	Institution of proceedings for offences	12 December 2023
PPS59	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s 23	Grant of Application for premises licence If no relevant representation made	12 December 2023
PPS60	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 72	Grant of Application for club premises certificate If no relevant representation	12 December 2023
PPS61	Public Protection	Licensing Act	Grant of Application	12

	Manager, Principal Licensing Officer, Licensing Officer	2003 s 35	to vary premises licence If no relevant representation received	December 2023
PPS62	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s 85	Grant of Application to vary club premises certificate If no relevant representation received	12 December 2023
PPS63	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s 86A	Determination of Minor Variation to club premises certificate	12 December 2023
PPS64	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s 39	Grant of Application to vary designated premises supervisor if no objection received	12 December 2023
PPS65	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s 41	Request to be removed as designated premises supervisor	12 December 2023
PPS66	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s 41B	Determination of Minor Variation to premises licence	12 December 2023
PPS67	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s 44	Application for transfer of premises licence if no objection received	12 December 2023
PPS68	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s 47	Applications for interim authorities if no objection	12 December 2023

PPS69	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Licensing Act 2003 s 18, 35	Decision on whether a complaint is irrelevant frivolous vexatious etc	12 December 2023
PPS70	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s 102	Acknowledgement of temporary event notice	12 December 2023
PPS71	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s104A	Issue Counter notice following objection to late temporary event notice	12 December 2023
PPS72	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s 105	Issue Counter notice following objection to temporary event notice	12 December 2023
PPS73	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Licensing Act 2003 s 107	issue counter notice to temporary event notice where permitted limits exceeded	12 December 2023
PPS74	Public Protection Manager, Principal Environmental Health Officer, Principal Licensing Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant, Licensing Officer	Licensing Act 2003 s 108	Right of entry where temporary event notice given	12 December 2023
PPS75	Public Protection Manager, Principal Environmental Health Officer, Principal	Licensing Act 2003 s 179	Rights of entry to investigate licensable activities	12 December 2023

	Licensing Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant, Licensing Officer			
PPS76	Public Protection Manager, Principal Environmental Health Officer, Principal Licensing Officer, Environmental Health Officer, Environmental Health Enforcement Officer, Environmental Health Assistant, Licensing Officer	Licensing Act 2003 s 180	Right of entry to investigate offences	12 December 2023
PPS77	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Town Police Clauses Act 1847 s.37	Grant Hackney Carriage Licence	12 December 2023
PPS78	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 48	Grant of Private Hire Vehicle Licence	12 December 2023
PPS79	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 51	Grant of Private Hire Vehicle Drivers licence	12 December 2023
PPS80	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s57	Grant of private hire operators licence	12 December 2023
PPS81	Public Protection	Local	Power to require	12



	Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Government (Miscellaneous Provisions) Act 1976 s 56	applicants to submit information.	December 2023
PPS82	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 58	Notice requiring return of identification plate or disc on revocation or expiry of licence etc.	12 December 2023
PPS83	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 60	Suspension and revocation of vehicle licences.	12 December 2023
PPS84	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 61	Suspension and revocation of drivers' licences.	12 December 2023
PPS85	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 62	Suspension and revocation of operators' licences.	12 December 2023
PPS86	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 65	Fixing of fares for hackney carriages.	12 December 2023
PPS87	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Local Government (Miscellaneous Provisions) Act 1976 s 68	Immediate Suspension of vehicle licence	12 December 2023
PPS88	Public Protection Manager, Principal Licensing Officer, Licensing Officer,	Local Government (Miscellaneous Provisions) Act	Notice exempting holder from displaying vehicle plate and driver ID	12 December 2023

	Public Protection Technical Officer	1976 s 75	badge	
PPS89	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Hackney Carriage and Private Hire Licensing Policy as adopted December 2022	Attach Penalty Points to Drivers, Operators and Vehicle Licences	12 December 2023
PPS90	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 s 163	Determination of premises licence application	12 December 2023
PPS91	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 s 187	Determination of variation premises licence	12 December 2023
PPS92	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 s 188	Grant following transfer of premises licence	12 December 2023
PPS93	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 s 220	Acknowledgment of temporary use notice	12 December 2023
PPS94	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 Schedule 10	Issue of Family Entertainment Centre Gaming Machine Permits	12 December 2023
PPS95	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 Schedule 11	Registration of small society lottery	12 December 2023
PPS96	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 Schedule 12	Issue of Club Gaming Permits and Club Machine Permits	12 December 2023
PPS97	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 Schedule 13	issue of Licensed Premises Gaming Machine Permits	12 December 2023
PPS98	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 Schedule 14	Licensed Prize Gaming Permits	12 December 2023
PPS99	Public Protection	Gambling Act	Powers to inspect	12

	Manager, Principal Licensing Officer, Licensing Officer	2005 s 317	premises etc.	December 2023
PPS100	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Gambling Act 2005 s 304	Authorised person	12 December 2023
PPS101	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Local Government (Miscellaneous Provisions) Act 1982 s 14	Registration for Acupuncture	12 December 2023
PPS102	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Local Government (Miscellaneous Provisions) Act 1982 s 15	Registration of Tattooing, semi-permanent skin-colouring, cosmetic piercing and electrolysis.	12 December 2023
PPS103	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Local Government (Miscellaneous Provisions) Act 1982 Schedule 3 paras 8 to 11	Grant, renewal, variation and transfer of licences for sex establishments were no objection received	12 December 2023
PPS104	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Local Government (Miscellaneous Provisions) Act 1982 Schedule 3 para 24	Powers of local authority officers	12 December 2023
PPS105	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Local Government (Miscellaneous Provisions) Act 1982 Schedule 4 paras 3 and 7	determination of applications street trading consents and licences	12 December 2023
PPS106	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Animal Welfare Act 2006 s 51	Appointment of inspector and vet to exercise enforcement powers	12 December 2023
PPS107	Public Protection Manager, Principal Licensing Officer,	Animal Welfare (Licensing of Activities	Appointment of inspector to carry out inspections of	12 December 2023

	Licensing Officer	Involving Animals) (England) Regulations 2018 regulation 4(2)(a)	premises upon application or renewal of a licence	
PPS108	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 regulation 4(4)	Appointment of vet in relation to breeding of dogs licence	12 December 2023
PPS109	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 regulation 4(5)	Appointment of vet in relation to hiring out of horse licence	12 December 2023
PPS110	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 regulation 15	Determination of grant or renewal of a licence	12 December 2023
PPS111	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 regulation 4(2)(a)	Powers with respect to suspension, variation without consent or revocation of a licence	12 December 2023
PPS112	Public Protection Manager, Principal Licensing Officer,	Zoo Licensing Act 1982 s 4	Determination of grant or refusal of licence	12 December 2023

	Licensing Officer			
PPS113	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Zoo Licensing Act 1982 s 17	Power of Entry	12 December 2023
PPS114	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Zoo Licensing Act 1982 s 16G	Power to revoke licence	12 December 2023
PPS115	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Scrap Metal Dealers Act 2013 s 3	Determination of application	12 December 2023
PPS116	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Scrap Metal Dealers Act 2013 s 4	Power to revoke licence or imposition of conditions	12 December 2023
PPS117	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Scrap Metal Dealers Act 2013 s 16	Right to enter and inspect	12 December 2023
PPS118	Public Protection Manager, Principal Licensing Officer, Licensing Officer	Police Factories etc. (Miscellaneous Provisions) Act 1916 s 5	Grant of permit for charity street collection	12 December 2023
PPS119	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	House to House Collections Act 1939 2	Determination of licence	12 December 2023
PPS120	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Charities Act 2006 s59	Grant of permit for charity street collection	12 December 2023
PPS121	Public Protection Manager, Principal Licensing Officer, Licensing Officer, Public Protection Technical Officer	Charities Act 2006 s60	Refusal of permits for charity street collection	12 December 2023
PPS122	Public Protection	Business and	Determination of	12

	Manager, Principal Licensing Officer, Licensing Officer	Planning act 2020 s 3	Pavement Licence	December 2023
PPS123	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer.	Anti-Social Behaviour, Crime and Policing Act 2014 s.43	Community Protection Notices – Power to Issue Notice	12 December 2023
PPS124	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer.	Anti-Social Behaviour, Crime and Policing Act 2014 s.47	Remedial Action by Local Authority	12 December 2023
PPS125	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer.	Anti-Social Behaviour, Crime and Policing Act 2014 s.52	Determination and Service of Fixed Penalty Notices	12 December 2023
PPS126	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer.	Environmental Protection Act 1990 s.87	Litter Offences	12 December 2023
PPS127	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer.	Environmental Protection Act 1990 s.88	Determination and Service of Fixed Penalty Notices	12 December 2023
PPS128	Public Protection Manager, Principal	Public Health Act 1936 s.287	Power to enter premises	12 December

	Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer.			2023
PPS129	Public Protection Manager, Principal Environmental Health Officer, Environmental Health Officer, Environmental Health Enforcement Officer.	Public Health Control of Diseases Act 1936 s.46	Decisions on behalf of the Council regarding Burial and Cremation.	12 December 2023
PPS130	Licensing Officer	Hypnotism Act 1952	Issue of consent to the exhibition, demonstration or performance of hypnotism	4 March 2024 <b>UD</b>
PPS131	Head of Housing and Community in consultation with the Chair of the Environment Committee	Not Applicable	To commence work on independent noise investigation and subsequent potential enforcement in relation to the Chalk Pit site only when in their professional opinion the level of noise and complaints warrant such action following completion and commissioning of the required buildings with current or amended planning permission.	26 March 2024

### 8. Returning Officer Scheme of Delegation

No	Title of Post Holder	Function Delegated	Date
RO1	Chief Executive	Determination of any ongoing review or change of polling places for a five-year period from 1st March 2024, or until	13 February 2024

		superceded by any review of any polling place or district.	
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**9. Property and Regeneration Scheme of Delegation**

<b>No</b>	<b>Title of Post Holder</b>	<b>Function Delegated</b>	<b>Date</b>
PR1	Chief Executive, Director of Environment, Housing and Regeneration in consultation with the S151 Officer	To approve all necessary project/procurement expenditure and release of funds from budgets/reserves (up to the approved limit) through to completion and delivery of the Council's Civic Offices at 70 East Street, Epsom.	12 December 2023