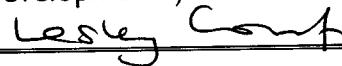


Council on 26th April 2004**Report title: Amendments to the Constitution****Report of: CHIEF EXECUTIVE****1. Purpose:**

To present changes to the Constitution for adoption as considered by the Constitution Advisory Panel on 22 April 2004, resulting from the third and final tranche of the review of the constitution.

2. Recommendations:

1. That the report and recommendations of the Constitution Advisory Panel be adopted.
2. That the changes shown in Appendix C be adopted as amendments to the Council's Constitution under section 37 of the Local Government Act 2000.

Report authorised by: Lesley Courcouf, ACE (Organisational Development)**Contact officer:** Chris McLean, Head of Members' and Democratic Services**Telephone:** 020 8489 2636**3. Access to information:**

Local Government (Access to Information) Act 1985

- Constitution of the London Borough of Haringey (May 2002)
- Local Government Act 2000
- DTLR Modular Constitution (2001)
- DTLR Guidance – New Council Constitutions Guidance (2001/02)

4.0

- 4.1 The Constitution Advisory Panel at its meeting on 22nd April agreed that the Licensing Procedure Rules be deferred and that the Contract Procedure Rules, the Scheme of Delegation and the remaining changes to the Council Procedure Rules be agreed. The Council Procedure Rules appended to this report contain some minor amendments agreed by CAP and therefore differ with the version appended to the main report. The subsequent changes agreed by CAP are underlined in the Appendix C to this report.
- 4.2 The Constitution Advisory Panel in considering the detailed changes to the above three themes had regard to the views of the political Groups as reported to them.
- 4.3 Attached at **Appendix C** are the text changes required to be made to the constitution, which Members are asked to agree and adopt respectively. In Appendix C the text proposed for deletion is shown struck through and the amended or additional text is shown in italics and / or underlined.

5.0 **Comments of the Acting Head of Legal Services**

- 5.1 This addendum report was prepared in consultation with the Legal Service, which has been actively involved throughout the Review of the Constitution. The recommended amendments will help to ensure that the Council's procedures comply with the law.

Appendix C

APPENDIX SHOWING CHANGES TO COUNCIL PROCEDURE RULES AGREED BY THE CONSTITUTION ADVISORY PANEL ON 22/04/04 AS COMPARED WITH THE VERSION INCLUDED IN THE PREVIOUSLY CIRCULATED AGENDA FOR FULL COUNCIL

DEFINITIONS

Council Procedure Rules

In these Rules:

“day” means any calendar day including week-ends and public holidays

“working day” means any day when the offices of the Council’s Members’ and Democratic Services are open for business excluding week-ends and public holidays.

“clear day” means any working day and it excludes both the day of any initial action, giving notice or dispatch of papers (as appropriate) and the day of any subsequent action or meeting (as appropriate).

where any action is required to be taken on, or before the end of, a working day, then it must be completed by 5.00 p.m. on that day unless the relevant Rule states otherwise.

11. DEPUTATIONS AND PETITIONS

A. Deputations

1. A deputation wishing to be received at a meeting of the Council must give the Chief Executive notice in writing leaving to be received by 10. a.m. on such day as shall leave at least five clear days before the meeting (e.g. Friday for a meeting on the Monday 10 days later). The deputation must also send, with the written notice, a statement of their purpose. This must relate to a local government matter concerning the Borough.
2. The Council shall decide whether or not to receive the deputation or whether or not to refer it to an appropriate committee, sub-committee, or other body.

3. A deputation shall not exceed six people. Only one member of the deputation may address the Council meeting but any member of the deputation may reply to questions from Council Members.
4. The total time allowed to a deputation shall normally be a maximum of five minutes to address the Council and five minutes for questions from Members, unless the meeting approves some other limit.

B. Petitions

1. Any person(s) wishing to present a petition at a meeting of the Council must give notice in writing to the Chief Executive ~~leaving~~ to be received by 10. a.m. on such day as shall leave at least five clear days before the meeting (e.g. Friday for a meeting on the Monday 10 days later). The petitioner(s) must also send, with the notice, a statement of the terms of the petition. This must relate to a local government matter concerning the Borough.
2. The Council shall decide whether or not to receive the petition or whether or not to refer it to an appropriate committee, sub-committee, panel or other body.
3. A petition shall be presented by not more than two persons who shall not address the Council but may reply to questions from members of the Council. (The Mayor may ask the Chief Executive or his/her representative to read or summarise briefly the substance of the petition.)

Contract Procedure Rules

STATEMENT OF PRINCIPLES

1. The Contract Standing Orders provide the framework rules for the Council's procurement of works, goods and services. Following them will ensure value for money, propriety and the proper spending of public money.
2. The Procurement Code of Practice provides more detail and shall govern Council tendering and contract procedures. The Director of Finance and Head of Procurement shall maintain and issue the Procurement Code of Practice. Any procurement activity shall proceed in accordance with the Contract Standing Orders and the Procurement Code of Practice.
3. The Head of Procurement shall make the latest version of the Contract Standing Orders and the Procurement Code of Practice available to every Director and Member of the Council. Directors or officers acting on their behalf shall apply the requirements of the Standing Orders and the Procurement Code of Practice when engaging in any procurement activity.
4. The purpose of procurement activity shall be to achieve best value for local people in accordance with the Council's statutory or approved objectives. This should include an innovative approach to building partnerships with the private and not-for-profit sectors within a robust contractual framework. Officers with responsibility for procurement shall ensure that they are able to demonstrate achievement of best value by having regard to a combination of economy, efficiency and effectiveness.
5. Every contract or official order for works, goods or services made by the Council shall be for the purpose of achieving the Council's statutory or approved objectives and shall conform to all relevant English and European Union legislation.
6. Nothing in the Contract Standing Orders or the Procurement Code of Practice shall be construed as removing or diminishing the responsibility of all involved to meet individual and collective accountabilities.
7. Directors shall ensure that the Council Executive or a member of the Executive is consulted on any procurement activity of a controversial nature.
8. Directors must ensure that audit trails are in place for all procurement activity in accordance with the Procurement Code of Practice.
9. No Member shall enter into any contract on the Council's behalf.

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10. No Member shall be permitted to become security under any agreement between the Council and a contractor employed by it.

CONTRACT STANDING ORDERS

1. INTRODUCTION

- 1.1 Procurement decisions are among the most important decisions a manager will make because the money involved is public money and the Council is concerned to ensure that high quality goods, works and services are provided. Efficient use of resources in order to achieve best value is therefore an imperative. The Council's reputation is equally important and should be safeguarded from any imputation of dishonesty or corruption.
- 1.2 For these reasons it is a disciplinary offence to fail to comply with Contract Standing Orders and the Procurement Code of Practice when letting contracts and employees have a duty to report breaches of Contract Standing Orders to an appropriate senior manager and the Head of Audit.
- 1.3 Reference should be made to the Procurement Code of Practice for more detailed procurement procedures.

2. DEFINITIONS AND INTERPRETATION

- 2.1 These Contract Standing Orders are made pursuant to section 135 of the Local Government Act 1972 and shall come into force with this Constitution
- 2.2 Unless the context otherwise requires, in these Contract Standing Orders the terms below shall have the meanings ascribed to them.
- a) **"Director"** means an employee of the Council holding a post designated as Director, Chief Executive or Assistant Chief Executive.
- b) **"EU"** means European Union.
- c) **"Executive"** means the Executive of Haringey Council or any other formally constituted Member body operating within the terms of its reference (e.g. the Executive Procurement Committee).
- d) **"General Manager"** means the person holding the position of general manager of Alexandra Palace and Park Charitable Trust.
- 2.3 In the event of any conflict between European Union law, English law and Council policy, the requirements of European Union law shall prevail over English law and the requirements of English law shall prevail over Council policy.

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In particular caution should be exercised when considering the use of an approved list as this may conflict with EU Procurement legislation.

- 2.4 In the event of any doubt as to the interpretation of these Contract Standing Orders, or as to the proper procedure to be followed, reference should be made to the Head of Procurement.

3. THE ROLE AND RESPONSIBILITIES OF DIRECTORS

The Director has responsibility for all contracts tendered and let by his/her Directorate. He/she is accountable to the Executive for the performance of his/her duties in relation to contract letting and management, which are:

- a) to ensure compliance with English and EU legislation and Council Policy;
- b) to ensure value for money in all procurement matters;
- c) to ensure compliance with Contract Standing Orders and the Procurement Code of Practice;
- d) to maintain a departmental scheme of delegation;
- e) to ensure that all relevant staff are familiar with the provisions of Contract Standing Orders and the Procurement Code of Practice and that they receive adequate training on their operation;
- f) to ensure compliance with any guidelines issued in respect of these Contract Standing Orders;
- g) to take immediate action in the event of a breach of Contract Standing Orders or the Procurement Code of Practice within his or her area;
- h) to keep proper records of all contracts, tenders etc. including minutes of tender evaluation panels and other meetings;
- i) to keep records of waivers of any provision of these Contract Standing Orders;
- j) to make appropriate arrangements for the opening of tenders and their secure retention so as to protect the integrity of the tendering process;
- k) to ensure that the Council's seal is affixed to any document required to be executed as a deed and that where a document is not expressed to be

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under seal, it is signed by two people as provided for in these Contract Standing Orders;

- l) to ensure original contract documents are forwarded to the ~~Borough Solicitor~~ Head of Legal Services for safekeeping;
- m) ~~to keep a register of all contracts over £5,000; to record all contracts in the Contracts Register of the relevant Business Unit;~~
- n) to ensure effective monitoring of all contracts in his/her area.

4. THE ROLE AND RESPONSIBILITY OF THE EXECUTIVE

- 4.1 The Executive will hold Directors accountable for any decisions he/she makes under his/her delegated authority or under these Contract Standing Orders.
- 4.2 The General Purposes Committee will keep under review these Contract Standing Orders and recommend amendments to full Council for adoption.
- 4.3 The Executive ~~or any other formally constituted member body operating within the terms of its reference~~ will award contracts valued over £250,000 (two hundred and fifty thousand) provided that the award of any contract valued over £3,000,000 (three million) is a 'key decision' and as such must be in the Council's forward plan and comply with the other procedures in that regard set out in the Constitution.

5. CALCULATION OF CONTRACT VALUES

- 5.1 Directors must ensure that a pre-tender estimate of anticipated costs is prepared and recorded in writing. Where EU Public Procurement rules apply, Directors must also ascertain the value of a contract in accordance with those rules.
- 5.2 Unless otherwise specifically provided, where a value or an estimated value is given in these Contract Standing Orders it means the aggregate value payable in pounds sterling exclusive of Value Added Tax over the entire contract period.
- 5.3 Contracts must not be artificially under or over estimated or divided into two or more separate contracts where the effect is to avoid the application of Contract Standing Orders.

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6. SCOPE OF CONTRACT STANDING ORDERS

- 6.1 These Contract Standing Orders shall apply to all contracts "for the procurement by the Council of works, goods and services" unless otherwise expressly stated or these requirements are waived in accordance with paragraph 7.
- 6.2 Where a contract has an estimated value of less than ~~£3000~~ £5000, the Director concerned should act in the manner most expedient to the efficient management of the service, having kept a written record for so doing.
- 6.3 Where a contract has an estimated value of more than ~~£3000~~ £5000 but less than £25,000 quotations should be obtained or the tender procedure followed. However the Director may decide that such processes are not appropriate in order to secure value for money for the Council. If that is the case, the Director may determine another process of selecting a contractor which will meet best value criteria. The decision and process must be properly documented.
- 6.4 Except as otherwise provided, contracts must be let following a competitive tendering process in accordance with the procedures set out in these Contract Standing Orders and any guidelines or Codes of Practice issued from time to time under these Contract Standing Orders.
- 6.5 No contract shall be let unless the expenditure involved has been fully considered and approved and sufficient money has been allocated in the relevant budget.
- 6.6 It shall be a condition of any contract between the Council and any person (not being an Officer of the Council) who is required to supervise a contract on the Council's behalf that, in relation to such contract, he/she shall comply in all respects with the requirements of these Contract Standing Orders as if he/she were an employee of the Council.
- 6.7 These Contract Standing Orders shall not apply to contracts of employment, or to contracts relating to any interest in land. For the avoidance of doubt, there are excluded from these Contract Standing Orders any agreement relating to the provision of nomination rights to housing, collateral management arrangements in respect of social housing and the acquisition of rights or benefits pursuant to the Council's Private Sector Temporary Accommodation Leasing Scheme. [NB separate issue – discuss status with Terence Mitchison]

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Consortium contracts

- 6.8 These Contract Standing Orders shall not apply where the Council is part of a group of public sector bodies consortium of borough councils contracting with the same contractor in respect of the provision of a particular goods or services or works ("**a consortium**"), and the contract has been tendered and the form of contract agreed in accordance with the contract standing orders of another member borough council in of the consortium or otherwise on a basis designed to achieve best value, except that the Council's decision to enter into a contract with the recommended contractor must be made in accordance with paragraphs 11.2 to 11.4.

Education

- 6.9 For the avoidance of doubt, these Contract Standing Orders apply to all schools within the London Borough of Haringey. A school's governing body shall have the powers and duties of a Director specified in these Contract Standing Orders, except in relation to waiver (paragraph 7.2).

Social services care contracts for individuals

- 6.10 Social Services care contracts ~~for individuals are either~~ may be 'block ' or 'term' contracts' (where a set number of beds, places or services is provided by the contractor **at pre-agreed prices**, to which the Council may refer users over the contract period) or 'spot' contracts' (one-off contracts meeting an individual's user's needs, or contracts where a number of beds, places or services are provided by the contractor framework contracts without pre-agreed prices, such prices to be agreed upon each referral of a user over the contract period). The Director of Social Services will seek to maximise the use of block ~~or term~~ contracts where this represents best value for the Council. The following provisions shall apply to Social Services care contracts ~~for individuals~~:
- a) All Contract Standing Orders apply to block ~~and term~~ contracts;
 - b) Contract Standing Orders 8, 9 and 10 (in relation to tender procedures and formation of contract) shall not apply to spot contracts;
 - c) The Director of Social Services may award all spot contracts, which shall be reviewed at least annually as part of the review of whether the service provided continues to meet the needs of the service user. - [for a maximum period of two years];
 - d) The Director of Social Services shall provide ~~monthly~~ quarterly reports to the relevant Executive Member and an annual report to the Executive detailing the nature, extent and value of spot contracts entered into in the previous year.

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Alexandra Palace and Park

6.11 These Contract Standing Orders apply to the procurement of works, goods and services by or on behalf of Alexandra Palace and Park Charitable Trust on the following basis:

- a) The General Manager shall have the powers and duties of a Director specified in these Contract Standing Orders.
- b) The Alexandra Palace and Park Board and Panel shall have the powers and duties of the Executive and an Executive Member specified in these Contract Standing Orders.
- c) In the event of any conflict, the requirements of the Charities Act 1993, any regulations made under that Act or charity law in general, shall prevail over the provisions of Contract Standing Orders.

7. WAIVER OF CONTRACT STANDING ORDERS

7.1 Where Contract Standing Orders apply to a contract (see Contract Standing Order 6 above) any individual provision in them other than paragraph 8.1 (which relates to EU procedures) may be waived by the appropriate person specified in paragraph 7.2 on the basis set out in paragraph 7.3.

7.2 Subject to paragraph 7.5, A waiver of a provision of these Contract Standing Orders may be agreed by:

- a) the Executive ~~[or any other formally constituted member body operating within the terms of its reference];~~ or
- b) a Director where the contract value is £50,000 or less (save that the Director shall not have authority to waive any of the provisions of Contract Standing Order 12 which relate to conditions applying to contracts); or
- c) an Executive Member where the contract value is between £50,000 and £250,000.

7.3 A waiver may be agreed by the appropriate person if they are satisfied after considering a written report by the appropriate officer that the waiver is justified because:

- a) the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be

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such that a departure from the requirements of Contract Standing Orders is justifiable; or

- b) the contract is for works, goods or services that are required in circumstances of extreme urgency that could not reasonably have been foreseen; or
- c) the circumstances of the proposed contract are covered by legislative exemptions (whether under EU or English law); or
- d) it is in the Council's overall interest; or
- e) there are other circumstances which are genuinely exceptional.

7.4 A record of the decision approving a waiver and the reasons for it must be kept and an entry made in the appropriate register.

7.5 Where a waiver of Contract Standing Orders is sought for the second~~third~~ time in relation to the same contract, then regardless of the value of the contract, that waiver may only be agreed by the Executive.

8. TENDER PROCEDURES

EU procedures

8.1 Where the value of a contract is equal to or exceeds the threshold set in respect of the Public Works Contracts Regulations 1991, the Public Supply Contracts Regulations 1995 or the Public Services Contracts Regulations 1993 (whichever is relevant), and the regulations require open competition, then the relevant regulations shall govern the tender process and paragraph 8.2 shall not apply. Where the subject matter of the contract is exempt from EU tendering requirements, paragraph 8.2 shall apply.

General procedures

8.2 Where tenders are to be invited (other than in accordance with the open competition requirements of the regulations referred to in paragraph 8.1), the procedure to be followed shall be determined prior to advertising and shall be one of the following:

- a) Open tender (all interested contractors submit a tender in response to an advertisement);

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- b) Restricted procedure (expressions of interest from interested contractors in response to an advertisement, with a selection of those contractors being invited to submit a tender);
- c) Negotiated procedure (expressions of interest from interested contractors in response to an advertisement, with a selection of those contractors being invited to negotiate); or
- d) Where an approved list of contractors exists in respect of the subject matter of the contract to be tendered, the approved list procedure (a selection of contractors previously approved being invited to submit a tender).

9. RECEIPT AND OPENING OF TENDERS

- 9.1 Contractors must be informed that their tenders will only be considered if they are:
- a) sent in a plain envelope or parcel with a label on which is printed the word "Tender" followed by the subject of the contract; and
 - b) contained in a sealed envelope or parcel which does not show the identity of the tenderer in any way; and
 - c) delivered to the place and by the time stated in the tender invitation.
- 9.2 Tenders which do not meet the requirements of Contract Standing Order 9.1 may only be considered if the other tenders have not yet been opened and:
- a) failure to comply is the Council's fault; or
 - b) a tender is late, and it is clear without any contact with the contractor that the tender was sent in such a way that in the normal course of events it would have arrived on time.
- 9.3 Tenders must be kept safe until the time for their opening by an officer given this duty by the:
- a) Director for contracts with an estimated value of £150,000 or less, and
 - b) ~~Borough Solicitor~~ Head of Legal Services for all other contracts.

Records of the time and date of receipt of all tenders must be kept by that Officer.

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- 9.4 Tenders for a particular contract must be opened at the same time in the presence of two officers who have not been involved in the tendering process and who are responsible for properly recording receipt.
- 9.5 Tenders may be received electronically with the prior approval of, and in accordance with a procedure specified by, the Head of Procurement.

10. POST TENDER NEGOTIATIONS

- 10.1 Except where the negotiated procedure referred to in paragraph 8.2(c) applies, negotiations after receipt of formal bids or tenders and before the letting of contract(s) with those tenderers submitting the most economically advantageous tender, with a view to obtaining an improvement in content in circumstances which do not put other tenderers at a disadvantage, distort competition or affect adversely trust in the competitive tendering process, may only take place if the prior authority of the Director has been obtained.
- 10.2 In addition there may be circumstances where an officer authorised by the Director may contact a contractor in order to clarify an ambiguous tender. This does not constitute post tender negotiations.
- 10.3 All communication with contractors under this Contract Standing Order must be in writing or recorded in writing.

11. TENDER ACCEPTANCE AND CONTRACT FORMATION

- 11.1 Tenders are to be accepted on the basis of either
- a) The lowest price or
 - b) The most economically advantageous tender (i.e. the tender providing the most benefit to the Council) as determined by such criteria as are relevant to the type of works, goods or services.
- 11.2 A Director may award all contracts valued at £250,000 or less.
- 11.3 Subject to the provisions of paragraph 11.4, the Executive must award all contracts valued over £250,000.
- 11.4 The award of any contract valued over £3,000,000 (three million) is a 'key decision' and as such must be in the Council's forward plan and comply with the other procedures in that regard set out in the Constitution.

11.5 Requirements for signing of contracts are set out in paragraph 12.

12. CONDITIONS APPLYING TO CONTRACTS

Form and execution of contracts

- 12.1 Except as provided in clause 12.2, all contracts above £50 in value must be in writing and by way of a document prepared by or on a basis approved by the ~~Borough Solicitor~~Head of Legal Services.
- 12.2 A contract made in extreme urgency need not be in writing so long as it is confirmed in writing within two weeks.
- 12.3 Every contract shall specify:
- a) the works, goods or services or to be provided or executed.
 - b) the price to be paid or the precise method of its ascertainment and a statement of any discounts or other deductions.
 - c) as appropriate, the start and finish dates, or delivery dates, and any maintenance or defects liability period.
- 12.4 A contract up to and including £150,000 in value does not require sealing. If signed on behalf of the Council, such a contract must be signed by both the relevant Director and the Head of the relevant business unit.
- 12.5 A contract over £150,000 in value must be executed on behalf of the Council under seal as a deed.

Conditions applying to all contracts with value of £25,000 or more

- 12.6 Every contract with a value of £25,000 or more must unless the ~~Borough Solicitor~~Head of Legal Services and Director of Finance agree to the contrary contain clauses to cover the following:
- a) compliance with all legislation;
 - b) compliance with the Council's insurance requirements;
 - c) a prohibition on assignment and/or subletting without the written consent of the Director;

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- d) a provision allowing the Council to cancel the contract and recover any resulting loss from the contractor if the contractor does anything which is contrary to the Prevention of Corruption Acts 1889 to 1916 or incites breach of Section 117 (2) of the Local Government Act 1972;
- e) a provision to ensure the Council is protected against the contractor's defective performance by default provisions which are appropriate to the contract;
- f) if the contractor is in breach of contract the Council can do any or all of the following:
 - a. (i) determine all or part of the contract or determine the contractor's appointment;
 - b. (ii) itself perform the contract in whole or in part;
 - c. (iii) recover from the contractor any additional cost resulting from the completion or cancellation of the contract.
- g) if the contractor has obtained or received by whatever means any information which gives or is intended or likely to give the contractor any unfair advantage over any other tenderer (including the Council's own workforce) in relation to the tendering for and award of any works/services contract, that the Council shall be entitled to terminate that contract;
- h) that the contractor shall be required to make available to the Council or its auditors such documents or access to information or access to the staff/officers of the contractor as is necessary to conduct any audit investigation into the contract;
- i) that the contractor shall be required to make available to the Council upon request such information the Council considers necessary whether in relation to staff or otherwise, to enable the Council to meet its duties in relation to retendering the contract.

Conditions applying to all contracts over £150,000

- 12.7 Every contract which exceeds £150,000 in value must contain clauses to cover the following:

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- a) if it is a contract for works, that the Council may require the contractor to provide security for completing the contract in the form of a bond;
- b) that where the contractor is a subsidiary or group company the contractor may be required to provide a parent or group company guarantee.

Conditions applying specifically to computer software contracts

12.8 All computer software contracts shall contain a clause to the effect that use of the software by the Council's contractors shall not amount to use by a third party for which an additional software licence might otherwise be required.

13. VARIATIONS AND EXTENSIONS

13.1 Subject to any statutory restrictions and compliance with Financial Regulations a Director may authorise the following extensions and variations to an existing contract:

- a) Either:
 - (i) an extension for a particular period provided for within the terms of the contract (but subject to satisfactory outcomes of contract monitoring, such information having been provided to the relevant Executive Member); or
 - (ii) a single extension of the contract by up to six months, or half the contract term (whichever is less); and
 - b) any other variation, and if relevant a consequent change in price, determined in accordance with the contract terms.
- ~~b) a variation and if relevant a consequent change in price determined in accordance with the contract terms.~~

13.2 In any other circumstances the Executive may vary or extend a contract providing that to do so is consistent with the provisions of Financial Regulations.

13.3 In addition a Director may authorise variations to a contract where either delay would incur substantial cost penalties to the Council or the proposed variations are unavoidable and/or essential for the contract to proceed or continue, and the additional cost of such variations does not exceed 25% of the value of the contract, up to a maximum of £150,000. Variations above this level may be authorised by a Director, where the Director considers that circumstances

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require such authorisation, as long as such variations are reported to the Executive at the earliest opportunity.

~~13.4 Where a contract provides for an extension of the contract for a particular period, a Director may exercise the right to such an extension within the terms of the contract. This is subject to satisfactory outcomes of contract monitoring, such information having been provided to the relevant Executive Member.~~

~~13.5~~ 13.4 All variations and extensions must be recorded in writing.

14. NOVATIONS (TRANSFERS)

In appropriate circumstances the Council may agree to novate (transfer) a contract. This decision must be taken by the Executive ~~{or a Committee of the Executive operating within the terms of its reference}~~ for contracts of a value in excess of £250,000, and by the Director for contracts of a value up to £250,000.

SCHEME OF DELEGATION

Section 1. Introduction

1. What is the Scheme of Delegation?

1.1 The Council's Constitution sets out how the Council operates, how decisions are made and the procedures that are followed to ensure that the Council operates in an efficient, transparent and accountable manner.

1.2 The Constitution describes the overall areas of responsibility for Members of the Executive and for Committees and Sub-Committees. However, to ensure that the Council runs efficiently, it is necessary for some decisions to be taken by officers. The Scheme of Delegation sets out which officers are empowered to undertake which decisions or actions on behalf of the Council.

1.3 Where a delegation to an officer is of a continuing nature, for example to discharge a particular statutory power on an on-going basis, or it is expected to extend beyond six months, it has to be set out in a formal Scheme of Delegation within the Constitution.

1.4 Certain types of decision must by law be delegated to an officer rather than being determined by Members. These include the appointment and dismissal of officers below Deputy Chief Officer level, discharge of the duties of the Returning Officer in elections and the Proper Officer functions. Other Council functions must by law be determined by Members, for example, setting the Council Tax and adopting the plans or strategies constituting the Council's Policy Framework. For the great majority of local authority functions, it is a matter of local choice for the Council whether they are exercised by Members or delegated to officers.

1.5 The exclusions from the delegations to officer (i.e. the matters that are reserved for Members' decision) are set out in paragraphs 4.1 and 4.2 below. The structure of this scheme reflects best practice in other Local Authorities, notably the London Borough of Bexley, but the actual effect is to continue Haringey's existing practice with respect to the extent of the powers delegated to officers.

2. Haringey Council's Schemes of Delegation

2.1 This document constitutes Haringey Council's Scheme of Delegation. The delegations are set out on a Directorate by Directorate basis in sections 2 - 7 of this document, while those general delegations that apply to all Chief Officers are brought together in section 8. Section 9 of this document sets out the Proper Officer Functions - a legal document that ensures that appropriate officers are nominated for all statutory powers requiring a Proper Officer.

2.2 The layout is as follows. For each Directorate, the overall delegated powers of the Director are set out in broad functional terms. These are then followed by a schedule of specific delegations for that Directorate, which are arranged in two parts: non-statutory and statutory. These specific delegations

are included within the overall delegated powers. While all Local Authority powers are based on Statute, it is sometimes clearer to describe them functionally rather than by reference to the detailed legislation.

2.3 The Delegations follow a standard format to show:-

- (a) the subject matter for non-statutory delegations or the relevant Act or Regulation for statutory delegations (in chronological order);
- (b) the power delegated;
- (c) the officer to whom the power is delegated;
- (d) where that power must be exercised in consultation with an Executive Member or Chair, the delegation is shown with an asterisk*.

3. General Principles of the Schemes of Delegation

3.1 This scheme delegates some of the powers and duties of the Council to Senior Officers. This scheme delegates powers and duties within broad functional descriptions and includes powers and duties under all legislation present and future within those descriptions and all powers and duties incidental to that legislation. Any reference to legislation in this scheme shall include any subordinate legislation within the meaning assigned in the Interpretation Act 1978 and the requirements of European law having effect in English law.

3.2 This scheme operates under Section 101, Section 151 and Section 270 of the Local Government Act 1972 in relation to the delegation of non-Executive functions by the Council. This scheme also operates under section 15 of the Local Government Act 2000 in relation to the delegation of Executive functions by the Executive. Senior Officers are authorised to exercise the functions of the London Borough of Haringey, both Executive and non-Executive relating to their areas of responsibility as set out in Part 7 of this Constitution including professional and managerial functions relating to the relevant Service subject to the limitations and reservations of the scheme.

3.3 This scheme includes the obligation on officers to keep Members properly informed of activity arising within the scope of these delegations and to ensure a proper record of such activity is kept and available to Members and the public in accordance with legislation. Therefore, each Director must ensure that there is a system in place within his/her Directorate which records any decisions made under delegated powers.

3.4 Regular reports (at least quarterly) shall be presented to the Executive Meeting, in the case of executive functions, and to the General Purposes Committee, in the case of non-executive functions, recording the number and type of decisions taken under urgency provisions. There should be no abuse of urgency provisions especially since this would undermine proper forward planning.

3.5 The Council may require an officer to consult an Executive Member before exercising the delegation in specific circumstances.

3.6 Powers exercised by an officer in relation to this scheme shall be exercised in accordance with the Council's Policy Framework and Budget, Employment Policies, Equal Opportunities Policies, the Officers' Code of Conduct, the Protocol on Officer/Member Relations, Council Procedure Rules, Contract Procedure Rules, Finance Procedure Rules and all other provisions of this Constitution and any statutory restrictions and requirements. Officers are particularly required to make decisions in accordance with the Protocol for Officers Taking Decisions under Delegated Powers, set out at the end of Section 1 (paragraphs 7.1 to 7.7).

3.7 The Chief Executive as Head of Paid Service, after consulting such Directors as is considered appropriate, shall be responsible for Corporate strategy, policy initiatives and integrated planning and service delivery.

3.8 If the post or office of any employee of the Council is vacant, or the employee is absent or otherwise unable to act, the most suitable senior officer available is hereby authorised to exercise the responsibilities of the vacant office and such action shall be recorded in writing by the Director with responsibility for the post or officer in question.

4. General Limitations:

4.1 This scheme does not delegate to officers:

- i) Any matter reserved to full Council;
- ii) Any matter which by law may not be delegated to an officer;
- iii) Any matter expressly reserved to the Executive within its Terms of Reference or otherwise, by Standing Orders or Financial Regulations or withdrawn from delegation by this scheme or by the Executive or full Council;
- iv) Change to fees, charges or concession policies;
- v) Decisions on permanent savings in the budget to achieve the Executive's policies;
- vi) The making of an order for the compulsory acquisition of land;
- vii) The acquisition of land in advance of requirements;
- viii) The confirmation of any order or the issue or grant of any permission, consent, licence or other determination that is the subject of a statutory right of appeal to an external authority that has been duly exercised.
- ix) The adoption, amendment or deletion of any strategic plan or policy as set out in the Terms of Reference of the full Council, the Executive or any Committee, Sub-Committee or Panel of the Council or The Executive.

4.2 Officers shall not be authorised by virtue of these provisions:

- a). to incur any capital or revenue expenditure in excess of the estimates allocated to a function under the relevant head of

- expenditure, but subject to such modifications as may be made in accordance with Financial Regulations;
- b). to authorise the adoption, exercise or discharge of any policy, power or duty of a kind which has not previously been undertaken by the Council;
 - c). to take a decision in contravention of any existing Council policy.

4.3 Where action needs to be taken on any urgent matter between meetings of The Executive, individual Executive Members or any Committee or Sub-Committee of the Council and, by virtue of paragraphs 4.1 or 4.2 above, such action would not be authorised within these provisions, the following rules shall apply:

- (a) in the case of executive functions, a report will be prepared for the Executive Member with portfolio responsibility for that Member to take the decision in advance of the scheduled meeting. The Protocol for Decision-Making shall be followed for "relevant decisions".
- (b) where the matter has been allocated in the Forward Plan to the Executive Meeting and subsequently becomes urgent, the decision shall be referred to the Leader in accordance with the provision on Executive Functions in Part 3, Section 2, paragraph (v).
- (c) in the case of non-executive functions, a report will be prepared so that the Chief Officer or Deputy Chief Officer having operational responsibility can take the decision in consultation with the Chair of the Committee or Sub-Committee having the matter within its terms of reference. The Protocol for Decision-Making shall be followed for "relevant decisions".

5. Further Provisions

5.1 In this scheme "Chief Officer" means an officer directly accountable to the Chief Executive and "Deputy Chief Officer" means an officer directly accountable to a Chief Officer (excluding for these purposes officers with secretarial, clerical or support service duties).

5.2 This scheme includes power for officers vested with delegated powers to nominate in writing other officers (described by name or post) to exercise any of their administrative functions either fully or under the general supervision and control of the officer primarily responsible. Nominations shall be notified to, on the forms supplied by, and recorded in a register kept by, the Head of Members' and Democratic Services. Nominations may be made across departmental boundaries. (Any officer exercising powers or duties in pursuance of delegation will be politically restricted under Section 2 (1)(g) of the Local Government and Housing Act 1989).

5.3 A power specifically delegated by this Scheme to one officer shall not be exercised by another officer without the consent of the former.

5.4 It shall always be open to an officer to consult with the Committee or with appropriate Members on the exercise of delegated powers; or not to exercise

delegated powers but to refer the matter to the Executive or to a Committee of the Council.

5.5 In exercising delegated powers, officers shall consult the relevant Executive Member as required in Financial Regulations or Contract Standing Orders.

5.6 The Chief Executive's powers shall include the power to act where necessary in relation to any matter which is not the specific responsibility of a Director or where the appropriate Director is absent or prevented from acting and no other arrangements have been made.

5.7 In the event of a "catastrophic incident", declared by the Secretary of State to be imminent or to have occurred, all Council Officers are authorised to take any action in accordance with the instructions of the Chief Executive or any external Chief Executive appointed to co-ordinate the actions of some or all London local authorities.

5.8 This scheme operates from the date approved by the full Council.

6. Responsibility for maintaining and updating the Scheme of Delegations

6.1 The delegations in this document are necessary for officers to perform their duties in order to discharge the Council's functions and responsibilities and to demonstrate if called upon to do so that they have the necessary authority to act. It is essential therefore that the contents of this document are kept up to date.

6.2 Each Director must ensure that there is a nominated officer in their Directorate who takes responsibility for considering changes to the Scheme of Delegation. This officer must ensure that changes to existing legislation, proposed new legislation affecting the Directorate and new operational or policy developments are discussed with the Monitoring Officer. The Monitoring Officer will be responsible for preparing any necessary reports to full Council recommending amendments to the Scheme.

6.3 In cases where there is an immediate or urgent need to amend the Scheme of Delegation before a report can be considered by full Council, amendments may be authorised:

- (i) by the Leader in relation to any Executive function, and
- (ii) by the Chief Executive, acting in consultation with the Chair of the General Purposes Committee, in relation to any non-Executive function.

6.4 Any such urgent amendments to the Scheme will only be effective for six months unless they are formally adopted as amendments to the Constitution by full Council before the expiry of that period.

7. Protocol for Officers Taking Decisions under Delegated Powers

7.1 This Protocol applies to decisions taken by an officer exercising delegated powers, including decisions taken in consultation with an Executive Member or Members or a Committee Chair. It does not apply to day-to-day routine management decisions but it does apply to decisions having a significant effect on Borough residents, service users, partner organisations and others outside the Council.

7.2 In every case there are certain mandatory requirements which must be addressed prior to a decision under delegated powers. The primary responsibility for compliance rests on the officer submitting the report but the officer proposing to exercise delegated powers must not proceed to make the decision unless the mandatory requirements are all met. There are no exceptions for urgency or otherwise except where there is express authorisation from the Chief Executive in the event of a civil emergency.

7.3 The mandatory requirements are:

- (i) there must be a written report explaining the issue(s) to be decided
- (ii) the report must identify by name and post the officer submitting the report and the officer proposing to take the decision.
- (iii) the report must contain all the facts relevant to the decision
- (iv) the report must identify the delegated power(s) relied upon
- (v) the Ward or Wards affected must be stated in the report
- (vi) the report must conclude with a clear recommendation setting out each significant element of the decision(s) required
- (vii) the date of the submission of the report and date of the decision itself must be recorded on the report.
- (viii) any financial implications
- (ix) any legal implications.

7.4 The officer submitting the report and the officer proposing to exercise delegated powers must both consider whether the nature of the decision and the circumstances require that any or all of the following discretionary matters should be expressly included in the report before the decision is made. If there is any doubt, the advice of the Monitoring Officer should be obtained.

7.5 The discretionary matters are:

- (i) any environmental implications
- (ii) any equalities implications
- (iii) any relevant Council policies
- (iv) any relevant national or regional guidance
- (v) any consultations undertaken and the views of consultees
- (vi) any other implications for service delivery in the relevant Directorate
- (vii) any implications for other Council services outside the Directorate and any comments from other Directorates
- (viii) any staffing implications
- (ix) any background documents relied upon

- (x) any information in the report or background documents that could or should be restricted from public disclosure as confidential or exempt information under the Freedom of Information Act 2000
- (xi) any alternative options to the recommended decision
- (xii) any consultation with Members (whether Executive Members, Chairs or Ward Members).

7.6 The officer exercising delegated powers is responsible for ensuring that all decisions taken are properly recorded in accordance with the procedure for the relevant Directorate.

7.7 The Chief Executive's Management Board may impose additional requirements in relation to some or all categories of delegated decision.



Section 2 Chief Executive's Service – Scheme of Delegation

To the Chief Executive

1. All the powers delegated to the other Senior Officers and shall be able to exercise those powers in the place of that Senior Officer. Further, in the event of any dispute or doubt as to the delegated powers of any other Senior Officer, the Chief Executive shall have the authority to determine which Senior Officer is to exercise that power.
2. Excluded from this delegation is the withdrawal or modification of public library facilities.
3. The corporate management of the Authority and specifically through the Chief Executive's Management Board
 - (i) Advice to the Council on the Policy Framework
 - (ii) The preparation and consultation in draft of the Forward Plan on a monthly basis
 - (iii) The responsibility for the discharge of the Council's functions in implementation of statutory and non-statutory plans including the modernisation, collation, indexation and publication of policies and practices of the Council within the evolving Policy Framework as the Council and the Executive shall determine
4. The authority to institute, defend or settle any legal proceedings or arbitration where urgent action is needed to protect the interests of the Council.
5. To be Head of the Paid Service.
6. The power to incur expenditure and take any necessary action within local authority statutory functions, including jointly with other authorities, in the event of a civil emergency.
7. To nominate other senior officers of the Council, whether orally or in writing, to take administrative decisions in the event of a civil emergency.
8. In the event that all Members of the Executive are removed from office under Article 7.05 (in Part 2), to exercise all Executive functions in consultation with the Mayor until the Council shall appoint a new Executive.
9. Included in this delegation are the statutory and non-statutory functions also delegated to the designated officers listed below.

Schedule of abbreviations used in the Scheme of Delegations for the Chief Executive's Service

Chief Executive	CE
Assistant Chief Executive - Strategy	ACE-S
Assistant Chief Executive - Organisational Development	ACE-OD
Assistant Chief Executive - Access	ACE-A
Head of Legal Services	HLS
Head of Libraries	HL
Head of Information Technology	HIT
Head of Equalities	HE
Head of Communications	HC
Corporate Complaints Manager	CCM
Head of Personnel	HP
Head of Local Democracy	HLD

Non-statutory delegations

1. Power to grant a licence to display the Borough Coat of Arms to other organisations.	HLD
2. Power to provide town maps by advertising companies.	HC
3. Power to provide official guides, street maps and similar publications.	HC
4. Power to authorise attendance by Members at conferences, seminars etc. which do not appear in the approved list of conferences in consultation with the Chief Whips of the Party Groups.	HLD*
5. Power to authenticate any notice, order, assent, demand or other document which the Council are authorised or required by or under any Act and any instrument made thereunder to give make or issue.	HLS
6. Power to obtain particulars of occupiers of and other persons interested in land and of persons authorised to manage or to arrange for the letting of land.	HLS
7. Power to make minor boundary adjustments between adjoining parcels of Council owned land and to authorise the necessary Appropriation Orders and adjustments to accounts to be made.	HLS
8. Power to administer any charity of which the Council is trustee (except Alexandra Park and Palace and The Mayor's Charity).	HLS
9. Power to administer the Mayor's Charity in consultation with the Mayor	HLD*
10. Power, notwithstanding the arrangements for the discharge of the function by the appropriate Designated Officer, to authorise, institute, defend, compromise or adjourn any form of legal proceedings or statutory procedure and to make any appeal or contend any appeal in criminal or civil proceedings where such action is desirable to protect the Council's interests.	HLS
11. Power to authorise other officers to represent the Council in civil or criminal proceedings.	HLS
12. Power to issue or serve any statutory notice on instructions from a	HLS

designated officer who has delegated power to issue or serve such a notice.	
13. Power to take part in such schemes of co-operation between library authorities as will improve the library service.	HL
14. Power to permit groups from interested organisations to visit the library buildings at suitable times during the day and after closing hours when necessary.	HL
15. Power to approve the conditions for the display of works of historical, archaeological and artistic interest which are the responsibility of the Libraries and Community Information Department where it may be desirable to show them elsewhere than in Library premises.	HL
16. Power occasionally to vary library opening hours.	HL
17. Power to fix the number of items loaned per borrower and loan period.	HL
18. Power to adopt appropriate pricing policy for sale of withdrawn stock.	HL
19. Power to charge for copies of local studies material.	HL
20. Power to permit the use of library premises for adult literacy and English language classes.	HL
21. Power to determine the charges for the reproduction of Local Studies material required for commercial purposes having regard to the scales recommended by the Museums Association.	HL
22. Power to approve appropriate charges for events of an educational or cultural nature held on library premises.	HL
23. Power to approve charges for individual library or museums publications.	HL
24. Power to alter the library charge for copies produced from microforms to conform to that levied by the Planning Department.	HL
25. Power to introduce modifications to the employees' car leasing scheme which do not adversely affect the Council's financial position.	ACE -OD
26. Power (in consultation with the relevant Executive Member) to make exceptions to the Council's Policy to re-employ officers, craft or manual workers either as an individual consultant, or in temporary or permanent employment, who have left the Council's employment under the special early retirement/voluntary schemes	ACE -OD*
27. Power (in consultation with the relevant Executive Member) to implement discretionary elements of nationally negotiated agreements	ACE -OD*
28. Power to identify posts/jobs exempt from the Job Share Policy	HP
29. Power to agree special leave entitlements in the case of sick dependants leave	HP
30. Power to implement statutory or case law changes to employment issues where no exercise of discretion is required	HP
31. Power to implement nationally negotiated agreements affecting employees where no exercise of discretion is involved	HP
32. Power to authorise the 'certificate of opinion' for employees on SCP44 or above making application for exemption under the Local Government & Housing Act 1989 - Politically Restricted Posts	HP
33. Approval of time off for accredited Trade Union representatives to attend training courses or other approved activities in connection with their industrial duties	HP
34. Approval of time off for Special Branch Meetings	HP

35. Approval of payments made in respect of injury allowances within the scope of part L of the Superannuation Regulations	HP
36. Power to vary enhanced severance payments in individual cases, subject to appropriate statutory provisions	HP
37. Power to enter into and agree appropriate settlements for individuals at termination of employment or in legal proceedings including those reached by compromise agreement	HP
38. Power to implement scales of election expenses recommended by the Association of London Government.	CE
39. Duty and power in consultation with the relevant Executive Member to monitor the Council's compliance with: <ul style="list-style-type: none"> • the Disability Discrimination Act 1995 • the Race Relations Act 1976 and the Race Relations Amendment Act 2002 • Sex Discrimination Act 1974 	HE*

Statutory Delegations

Land Registration Rules 1925		
Rule 12	Power to sign instrument in form 53	HLS
Law of Property Act 1925		
Sections 115 & 120	Power to sign receipt on discharge	HLS
The Public Libraries and Museums Act 1964		
Section 12	Power to contribute to expenses of any person providing or maintaining or benefiting a museum or art gallery	HL
Section 15	Power to establish a fund for purchase of objects for exhibition	HL
Section 20	Power to allow use of library and museums premises for meetings etc of an educational or cultural nature	HL
Attachment of Earnings Act 1971		
Section 3	Power to apply to Court for attachment of earnings order against debtors	HLS
Local Government Act 1972		

Section 222	Power to prosecute and defend, compromise or adjourn proceedings and power to authorise legal proceedings on recommendation by relevant Designated Officer	HLS
Section 223	Power to authorise a Member or officer to appear in legal proceedings.	HLS
GLC (General Powers) Act 1974		
Section 16	Power to enter into agreements affecting land	HLS
Local Government Act 1974		
Section 28	Power to comment on any allegations contained in a complaint to the Local Government Ombudsman	CCM
Section 32(3)	Power to give notice to Local Government Ombudsman that disclosure of any document or information would be contrary to the public interest	CCM
Local Land Charges Act 1975	All functions	HLS
Local Government (Miscellaneous Provisions) Act 1976		
Section 16	Power to serve requisitions for information	HLS
Section 28	Power to apply for the repayment of unclaimed compensation paid into court	HLS
Section 32	Powers to execute works outside local area	HLS
Employment Protection (Consolidation) Act 1978		
Section 5	Power to exclude certain contracts in writing (from sections 1-4)	ACE-OD
Section 11	Power to refer certain questions (re. Section 1 or Section 4 or Section 8 Statements - or lack of) to industrial tribunals for determination	ACE-OD
Data Protection Act 1984		
Section 4	Power to register personal data	HIT
Housing Act 1985		
Section 73	Power to assist voluntary organisations	ACE-S

Local Government and Housing Act 1989		
Section 33	Steps to promote economic development	ACE-S
Marriage Act 1994		
Section 1 and Regulations made thereunder	To recommend the scale of fees for applications for approval of premises for civil marriages and the attendance thereat of the Superintendent Registrar, Registrar of Marriage or their deputies, such scale to recover all of the Council's costs involved, and subject to approval by the relevant Executive Member	HLS*
Local Government Act 2000		
Sections 2, 3 and 4	Steps to promote economic, social and environmental well-being	ACE-S

Section 3 Finance Directorate – Scheme of Delegation

To the Director of Finance

All Financial Services functions of the Council except those powers and responsibilities undertaken by the Executive Member with this portfolio or reserved to the Council or to Committees, Sub-Committees or Panels within their terms of reference. This delegation includes all the powers delegated to other senior officers within the Directorate and the Director shall be able to exercise those powers in the place of that senior officer.

Included within this delegation are:

- (a) At the request of the Director of Social Services, acting as Receiver appointed by the Court of Protection
- (b) All matters relating to the acquisition, disposal and management of land or interests in land, except the matters delegated to the Head of Property Services. This delegation to the Director includes:
 - (i) any decision to acquire or dispose of any property asset with a capital value equalling or exceeding £250,000 unless such a transaction is pursuant to a statutory requirement when the Director shall make the decision if the capital value equals or exceeds £500,000.
 - (ii) Any decision to agree rent, payable or receivable, in respect of property assets which are Council owned, occupied or leased and where the rent is to equal or exceed £100,000 per annum.
- (c) The statutory and non-statutory functions also delegated to the designated officers as listed below.

This delegation to the Director excludes any decision to acquire or dispose of any property asset with a capital value equalling or exceeding £3 million or which is otherwise a key decision. Such decisions are referred to The Executive unless the Leader allocates them to the appropriate individual Executive Member.

To the Head of Revenues and Benefits

Authorising all enforcement functions, prosecutions and legal proceedings in the area of operational responsibility of the post including action to prevent fraud in relation to Housing Benefit and Council Tax. Included in this delegation are the statutory and non-statutory delegations to the Head of Revenues and Benefits listed below.

To the Head of Property Services

All matters relating to the acquisition, disposal and management of land or interests in land, subject to the following exceptions:

1. Any decision to acquire or dispose of any property asset with a capital value equalling or exceeding £3 million or which is otherwise a key decision.
2. Any decision to acquire or dispose of any property asset with a capital value equalling or exceeding £250,000 unless such a transaction is pursuant to a statutory requirement (for example, Right-to-Buy sales under the Housing Act 1985). In cases where the transaction is pursuant to a statutory requirement the decision is still within the delegation to the Head of Property Services unless the capital value equals or exceeds £500,000.
3. Any decision to agree rent, payable or receivable, in respect of property assets which are Council owned, occupied or leased and where the rent is to equal or exceed £100,000 per annum.
4. Any decision concerning management or use of land held for the operational requirements of the officers of a Directorate. Any decision on the letting or disposal of such land shall be within the delegation to the Head of Property Services if the capital is below £250,000 and otherwise within the delegation to the Director of Finance unless a key decision.

Outside the scheme of delegation are:

- (i) Any acquisition of property assets involving the use of a Compulsory Purchase Order, and
- (ii) Any acquisition of land in advance of identified requirements.

Included in this delegation are the statutory and non-statutory delegations to the Head of Property listed below.

Schedule of abbreviations used in the Scheme of Delegations for the Finance directorate	
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Director of Finance	DF
Head of Procurement	HPr
Head of Property	HP
Head of Corporate Finance	HCF
Head of Revenues and Benefits	HRB



Insurance Matters	
Power to arrange insurance cover in accordance with Committee instructions or instructions given subsequently by the appropriate Executive Member and the negotiation of all insurance claims in consultation with the relevant Designated Officer	DF *
Power to exercise discretion, in consultation with the appropriate Designated Officer and with the Head of Legal Service to pay claims, where the Council is liable but not covered by insurance	DF
Power to exercise discretion, in consultation with the appropriate Designated Officer and the Head of Legal Service to make ex gratia payments, without admitting liability, up to such limits as are specified from time to time by the appropriate Executive Member.	DF

Salaries, Wages, Compensations etc.	
Power to make such payments or to approve and control any alternative arrangements	DF
Power to approve the terms of release of people aged 50 or over and made redundant or retired early with a claim on the pension scheme provided this is within the limits of Council policies.	DF

Payment of Accounts etc.	
Power to deal with or approve alternative arrangements for dealing with all certified expenditure matters	DF

Other Financial Matters	
Power to select the managers of the Council's internal funds and negotiate management fees	DF
Power to make financial arrangements for the leasing of vehicles and equipment	DF
Power to manage the authority's loan debt in accordance with S101 & S111, Local Government Act 1972	DF
Power to respond to annual expenditure proposals submitted by the following bodies (if applicable):- Greater London Authority London Pension Fund Authority Lee Valley Regional Park Authority North London Waste Authority Association of London Government Greater London Magistrates Courts Authority Environment Agency	DF

Power to determine Housing Benefit claims	DF
Power to approve additional Housing Benefits and Council Tax benefits to all categories of claimant in exceptional circumstances	DF
Power to approve backdated claims for Council Tax Benefit in accordance with the regulations	DF
Power to sign any notice or other document of any description which has to be sent, made, given or served under the Local Government Finance Act 1988	DF
Power to manage Council borrowings and investments within limits set by the Council	DF
Authority to manage the Capital Programme flexibly and to make adjustments to the phasing of approved projects within the limits of available capital resources	DF
Authority in consultation with the Assistant Chief Executive- Strategy and appropriate Executive Member to approve the submission of bids to the European Social Fund	DF *
Power to remove contractors from Selective Tendering Lists when they have ceased trading or have requested to be removed.	HPr

Land acquisitions, management and disposal	
• Acquisitions	
(1) Power to settle compensation for the loss of interests in land up to a maximum of £250,000 per interest where in the approved capital programme.	HP
(2) Power to give undertakings to prospective vendors relating to the payment of professional fees incurred, and to pay such abortive fees and expenses if the Council withdraws from negotiations.	HP
(3) Power to authorise arbitration or lands tribunal proceedings to be taken.	HP
• General Estate Management	
(1) Power to settle dilapidation and compensation claims arising under the Landlord and Tenant Acts and Agricultural Holdings Acts or related Acts.	HP
(2) Power to authorise in the interests of good estate management Arbitration, Lands Tribunal, Valuation Court, Agricultural Lands Tribunal and court proceedings to be taken.	HP
• Disposals	
(1) Power to agree the transfer of Council owned land as a result of legislation redefining responsibility for the provision of some public services.	HP

Other delegations	
Power to make minor boundary adjustments between adjoining parcels of Council owned land and to authorise the necessary Appropriation Orders and adjustments to accounts to be made	HP



Lands Clauses Consolidation Act 1845		
Section 18	Power to serve notice to treat	HP
Section 76	Power to deposit purchase money in a bank	HP
Section 77	Power to execute deed poll	HP
Section 91	Power to take proceedings to obtain possession	HP
Section 124	Power to purchase interests which may have been omitted by mistake	HP
Law of Property Act 1925		
Section 46	Power to agree the form of Contract and Conditions of Sale	HP
Section 49	Power to make application to Court to determine questions arising out of contract	HP
Section 84	Power to apply to the Lands Tribunal to modify or discharge restrictive covenants	HP
Sections 87-89	Power to charge and realise legal mortgages on freehold and leasehold property	HP
Section 91	Power to sell mortgaged property	HP
Section 94	Power to tag and make further advances	HP
Section 98	Power to take action for possession pursuant to mortgage	HP
Section 99	Power of mortgagee in possession to lease	HP
Section 143	Power to grant licences	HP
Section 144	Power to grant licence to assign	HP
Section 146	Power to serve notices prior to exercising right of re-entry or forfeiture	HP
Section 148	Power to waive covenant in lease	HP
Section 150	Power to surrender and accept surrender of leases	HP
Section 187	Power to acquire grant or exercise easements	HP
Landlord and Tenant Act 1927		
Section 1	Power to determine tenant's right to or, where the Council is the tenant, to claim compensation for improvements	HP
Section 3	Power to accept tenant's claim or objection	HP
Section 8	Power to determine rights of mesne landlords to compensation	HP
Section 16	Power to determine landlord's right to	HP

	reimbursement of increased taxes, rates or insurance premiums		
Section 19	Power to grant or where the Council is the tenant, to ask for licence to assign, improve or alter premises	HP	
Landlord and Tenant Act 1954			
Section 24A	Power to apply to court to determine a reasonable rent	HP	
Section 25	Power to terminate tenancies	HP	
Section 27	Power to terminate fixed term tenancy	HP	
Section 28	Power to agree to the renewal of tenancies	HP	
Section 30	Power to oppose an application for a new tenancy	HP	
Section 33	Power to agree the duration of a new tenancy	HP	
Section 34	Power to agree rent under a new tenancy	HP	
Section 37	Power to compensate tenant, or apply for compensation where Council is the tenant, where order for new tenancy precluded on certain grounds	HP	
Section 40	Duty to give information to landlords and tenants	HP	
Land Compensation Act 1961			
Section 31	Power to withdraw notices to treat	HP	
Compulsory Purchase Act 1965			
Section 4	Power to serve notice to treat.	HP	
Section 9	Power to pay compensation into Court and execute deed poll	HP	
Section 11	Powers of entry upon land pursuant to notice to treat	HP	
Section 13	Power to secure possession of land	HP	
Section 14	Power to purchase or redeem the interest of a mortgagee	HP	
Section 18	Power to deal with land subject to a rent charge	HP	
Section 27	Power to make good deficiencies in rates	HP	
The Chronically Sick and Disabled Persons Act 1970 (except in relation to operational premises of other Directorates)	<ul style="list-style-type: none"> • Section 4 • Section 7 • Section 8 	<ul style="list-style-type: none"> • Duty to provide access to, and facilities for, disabled persons at premises open to the public • Duty to provide signs indicating that provision has been made for the disabled at any building • Duty to provide for the needs of disabled employees of the Council 	HP

Attachment of Earnings Act 1971 <ul style="list-style-type: none"> • Section 7 • Section 9 • Section 15 	<ul style="list-style-type: none"> • Power to comply with order served on Council in respect of Council employees • Power to comply with variation order • Power to notify Court of change of employees earnings or of employment 	DF
Local Government Act 1972 <ul style="list-style-type: none"> • Section 114 • Section 118 • Section 119 • Section 122 • Section 140 • Section 146 • Section 148 • Section 168 	<ul style="list-style-type: none"> • Power to take such security as considered appropriate from any officer or other person entrusted with control of money, or property belonging to the Council • Power to pay salary of a mentally disordered officer or pensioner of the authority to his representative or apply the salary for the patient's family or debts • Power to make payments due to deceased officers to that person's personal representatives or beneficiaries • Power to make alterations in accounts on appropriations representing the then market value of the land • Power to insure members against accident whilst engaged in the Authority's business • Power to transfer securities on alteration of name of authority or area of responsibilities and power to make necessary statutory declaration in support • Duty to keep a General Rate Fund Account • Duty to make financial returns to the Secretary of State 	DF
<ul style="list-style-type: none"> • Schedule 13 	<ul style="list-style-type: none"> • Power to negotiate (after consultation with the appropriate Executive 	DF*

	<p>Member as to price and interest rate) the issue of local bonds up to an amount of £3,000,000 and to take such other steps as are necessary in connection with the issue.</p> <p>In particular to supply such information and sign such documents as may be necessary to obtain permission for the bonds to be dealt in and to be quoted on the London Stock Exchange.</p> <p>Power to invite investments in housing bonds by local and national advertisement</p>	
<p>Local Government Superannuation Act 1972 Local Government Superannuation Regulations 1974 (as amended) Regulation</p>		
B1	Duty to maintain a Superannuation Fund	DF
B5	Duty to manage Superannuation Fund under the supervision of the Pensions Panel	DF
B6	Powers to use and invest monies in accordance with advice of Pensions Committee	DF
B7	Duty to arrange for quinquennial Actuarial Valuation	DF
B8(4)	Duty to obtain Actuary Certificate and to send copy to Minister	DF
B9	Duty to supply a copy of audited accounts to admitted employing authorities	DF
C2(A)	Election by employee to avoid reduction of retirement allowance	DF
C4	Power to deduct employee's contribution from salary and to recover contributions payable (when not deducted)	DF
C5, 6 & 7	Duty of Council to make contribution to Superannuation	DF
D10(2)	Power to accept added years reckonable as reckonable service on payment by employee	DF
D13(2)	Power to determine intervals of payment of additional contributions	DF
E(1)5 and E2-E14 (except E2(3)(a) E2(4)(a)(iii) and E2(4)(b)(iv))	Duty of Council to pay pensions and calculation of amount	DF

L2, 3 & 4	Power to decide status of employees and notification thereof	DF
L8 & 9	Power to decide benefits and notification thereof	DF
L10	Power to pay amounts due in respect of deceased persons	DF
L11	Power to certify reduction in remuneration	DF
N	Power to make arrangements on interchange of employees to Council's superannuation fund	DF
P	Power to make interfund transfers	DF
R	Duty to allow pre-entry War service credits	DF
Greater London Council (General Powers) Act 1973 <ul style="list-style-type: none"> • Section 26 • Section 27 • Section 28(1) • Section 28(2)(a) • Section 28(3-4) 	<ul style="list-style-type: none"> • Power to recover rates from certain owners of hereditaments • Power to recover rates from tenants and lodgers - time limit 1 month • Power to charge unpaid rates on premises by agreement with owner • Power to enforce a charge on a hereditament • Power to charge such rate of interest as may be determined and to remit the whole or any part of such interest recoverable 	DF
Fire Precautions (Loans) Act 1973 <ul style="list-style-type: none"> • Section 1 	<ul style="list-style-type: none"> • Power to make loans to meet certain expenditure occasioned by Fire Precautions Act 1971 	DF
Land Compensation Act 1973		
Section 15	Power to keep records and provide information for ascertaining relevant dates	HP
Section 28	Power to pay expenses of persons moving temporarily during construction works etc.	HP
Section 38	Power to pay allowances to persons displaced	HP
Section 42	Power to indemnify re-housing or lending authority for net losses	HP
Section 43	Power to defray expenses in connection with acquisition of new dwellings	HP
Section 52	Power to make an advance payment of	HP

	compensation	
Local Government (Miscellaneous Provisions) Act 1976		
Section 15	Power to survey land which the Authority proposes to acquire compulsorily	HP
Local Government (Compensation for Premature Retirement) Regulations 1982 (as amended)		
Part III	Calculation of compensation	DF
Part IV	Adjustments to amounts calculated	DF
Part V	Miscellaneous matters	DF
Local Government Finance Act 1988		
• Section 114	Duty to report to the Council in the event of an unlawful decision or expenditure	DF
• Section 115	Power to authorise entering into certain agreements during prohibition period	DF
Social Security Contribution and Benefits Act 1992 • Section 123	• Power to operate income related benefit scheme	DF
Social Security Administration Act 1992 • Section 134	• Power to operate housing benefits scheme	DF
Local Government Finance Act 1992 and Council Tax (Administration and Enforcement) Regulations 1992 • Regulation 3 • Regulation 4 • Regulation 5 • Regulation 7 • Regulation 12 • Regulation 18 • Regulation 21 • Regulation 23 • Regulation 24	• Power to request information from resident • Power to request information from public bodies • Power to request information from Registrar • Power to notify owner of exempt dwellings • Power to request information of resident, owner or managing agent • Power to serve demand notice • Power to serve instalment notice • Authority to serve reminder notice • Power to serve notice of adjustment	DF DF

<ul style="list-style-type: none"> • Regulation 25 • Regulation 28 • Regulation 29 • Regulation 31 • Regulation 33 • Regulation 34 • Regulation 37 • Regulation 41 • Regulation 45 • Regulation 47 • Regulation 49 • Regulation 50 	<ul style="list-style-type: none"> • Power to accept lump sum payment • Power to serve joint taxpayers notice • Power to serve penalty payment notice • Power to serve default notice • Authority to serve final notice • Power to apply for liability order • Power to make attachment of earnings order • Power to give notice of payment • Power to levy distress or authorise other person to do so • Power to apply for commitment to prison • Power to issue creditors petition or winding up proceedings • Power to apply for charging order 	
Disability Discrimination Act 1995 (except in relation to operational premises of other Directorates)	Duties in relation to premises	HP
Section 6	Duty to take reasonable steps to prevent disabled employees being placed at a substantial disadvantage compared to others	HP
Section 21	Duties to take reasonable steps to remove difficulties for service users	HP
Social Security Administration (Fraud) Act 1997	Power to impose an administrative penalty of up to 30% in respect of fraudulent claims	DF
Local Government Act 2003		
<ul style="list-style-type: none"> ▪ Section 14 	Power to supply information requested by the Secretary of State	DF
<ul style="list-style-type: none"> ▪ Section 25 	Power to report to the Council on the robustness of estimates for the purpose of budget calculations and the adequacy of proposed financial reserves	DF
<ul style="list-style-type: none"> ▪ Section 27 	Power to report to the Council on the inadequacy of a controlled reserve	DF
<ul style="list-style-type: none"> ▪ Section 84 	Power to adopt the council tax base in accordance with the Local Government Finance Act 1992	DF

Section 4 Environmental Services -Schemes of Delegation

To the Director of Environmental Services

All Environmental Services functions of the Council, except those powers and responsibilities undertaken by the Executive or Executive Member with this portfolio, or reserved to the Council.

These functions include Planning, Transportation, Highways, Parking, Waste Management, Environmental Regulation, Private Sector Housing, Building Recreation, Leisure, Building Control, Trading Standards, Licensing and Regeneration Projects and excluding:

- i) Transport Supplementary Grant and Transport Supplementary Credit Approvals - the annual bid to the Government Office for London for Transport Supplementary Grant and Transport Supplementary Credit Approvals via the Interim Transport Plan and the successor system following the establishment of the Greater London Authority
- ii) Interim Transport Plan/Local Implementation Plan - the addition of the scheme to, or deletion of a scheme from, the active preparation programme;
- iii) 'Major Greater London Road Network Schemes' - Council response to public draft line, side road and compulsory purchase orders;
- iv) Major Capital Transportation Proposals :
 - Choosing a preferred route or option following public consultation;
 - Authorising the promotion of Compulsory Purchase and Side Road Orders;
- v) The functions delegated to the Planning Applications Sub-Committee and Licensing Sub-Committee unless specifically delegated to him or her by those Sub-Committees.

Included in this delegation are the statutory and non-statutory functions also delegated to the designated officers as listed below

To the Head of Building Control

Authorising all enforcement functions, prosecutions and legal proceedings in the area of operational responsibility of the post including the Buildings Acts, Building Regulations, London Buildings Acts and the Safety of Sports Grounds.

To the Commercial Group Manager Environmental Services

Authorising all enforcement functions, prosecutions and legal proceedings in the area of operational responsibility of the post including environmental protection, licensing and registration, health and safety, public health and food safety.

To the Principal Trading Standards Officers

Authorising all enforcement functions, prosecutions and legal prosecutions in the area of operational responsibility of the post including trading standards, weights and measures and the protection of the public and consumers.

The enforcement of all legislation listed at the end of the attached schedule (List of Public Protection Statutes), or any legislation amending, extending, or replacing that legislation.

To the Planning Officer from the Planning Applications Sub-Committee*

Delegated authority from the Planning Applications Sub-Committee to the

- (i) Assistant Director of Planning Environmental Policy and Performance,
 - (ii) Group Manager – Planning,
 - (iii) Head of Development Control East and
 - (iv) Head of Development Control West,
- relates to the following categories of development/matters only, and shall be exercised by any one or more of the above officers acting in consultation with the Chair of the Sub-Committee:

The delegated authority from the Planning Applications Sub-Committee to the

- (v) Assistant Director – Enforcement, relates to category (s) [Enforcement] only.
- a) Development within the curtilage of an existing residential property, including extensions, alteration and ancillary buildings and works, and including works that would be permitted development but for the use of the premises as flats or the effect of express planning conditions.
 - b) Conversion of dwelling houses or non-residential buildings into two or more self-contained dwellings.
 - c) Formation of vehicular access, or alteration to existing vehicular access, on to highways.
 - d) Minor amendments to the siting and design of buildings following approval or original developments.
 - e) The erection of not more than 5 dwellings.
 - f) Changes of use to up to 500 sq. metres of floor spaces (including application for H.M.O.'s and hostels).
 - g) Erection, or extension, of non-residential buildings where the new build does not exceed 500 sq. metres of total floor area (including installation of underground fuel and other storage tanks).
 - h) Installation of shop fronts.
 - i) Continuation of temporary planning permissions.
 - j) Display of advertisements.
 - k) Listed building consent applications, and applications for demolition of buildings or structures in Conservation Areas.
 - l) Works to trees (including pruning, lopping or felling) covered by a Tree Preservation Order, and works to trees within a Conservation Area; works to trees covered by a planning condition.
 - m) Certification of Lawfulness for Proposed or Existing Development
 - n) Sundry minor developments not including above and not involving the provision of more than 100 sq. metres of floor space (e.g. walls, fences, windows, replacement roofs or walls, electricity installations, external staircases, satellite dishes, cash dispensers, and the like).
 - o) The determination of the need for further details on outline applications; the approval of reserved matters following the grant of outline permission, and the approval of matters subject of condition on a full planning permission.

- p) The determination of proposals for the erection or installation of telecommunications equipment, including masts, antennae, and equipment cabinets, including those submitted under the Prior Notification procedures of the General Permitted Development Order.
- q) Any other applications where the officer's recommendation is for refusal unless requested by the Chair to be considered at the Planning Applications Sub-Committee.
- r) Any other applications where the officer's recommendation is for approval and the proposal is in accordance with agreed planning policy and there have been no objections as a result of consultation, following discussion of the case with the Chair or Vice-Chair of the Planning Applications Sub-Committee.
- s) All Enforcement Action (including in respect of Conservation Area, Listed Buildings, Trees, Advertisements, and all power to prosecute) within the Sub-Committee's terms of reference.

To the Environmental Control Officers from the Licensing Sub-Committee

Delegated authority from the Licensing Sub-Committee to:

- (i) the Assistant Director of Enforcement,
- (ii) the Group Manager Commercial and Environmental Protection and
- (iii) the Team Leader Trading Standards

relates to the following functions and may be exercised by one or more of the above officers:

1. Everything relating to the functions set out in paragraph B of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (S.I. no. 2853 as amended) with the exception of:
 - a) Any case where there is any objection to an application for the grant, renewal or variation of a licence or permit (however described).
 - b) Any case where the applicant or licence holder has a statutory right to be heard by the licensing authority.
 - c) Any case where an application for the grant, renewal or variation of a public entertainment or night café licence is unopposed but the proposed hours of operation would exceed those of comparable licensed premises in the vicinity and any application if the proposed hours of closing are later than 2.00 a.m.

The categories above excepted from delegation to officers will be referred to the Sub-Committee for hearing.

2. All enforcement action within the Sub-Committee's terms of reference including powers to prosecute, the exercise of statutory rights of entry to premises and the execution of works in default.

3. Members have the right to call for a report on a particular case.

Paragraph B of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (S.I. no. 2853 as amended) is set out below.

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule)	Statutory power or Regulations
1. Power to issue licences authorising the use of land as a caravan site ("site licences").	Section 3(3) of the Caravan Sites and Control of Development Act 1960 (c. 62).
2. Power to license the use of moveable dwellings and camping sites.	Section 269(1) of the Public Health Act 1936 (c.49).
3. Power to license hackney carriages and private hire vehicles.	(a) as to hackney carriages, the Town Police Clauses Act 1847 (10 & 11 Vict. c. 89), as extended by section 171 of the Public Health Act 1875 (38 & 39 Vict. c. 55), and section 15 of the Transport Act 1985 (c. 67); and sections 47, 57, 58, 60 and 79 of the Local Government (Miscellaneous Provisions) Act 1976 (c. 57); (b) as to private hire vehicles, sections 48, 57, 58, 60 and 79 of the Local Government (Miscellaneous Provisions) Act 1976.
4. Power to license drivers of hackney carriages and private hire vehicles.	Sections 51, 53, 54, 59, 61 and 79 of the Local Government (Miscellaneous Provisions) Act 1976.
5. Power to license operators of hackney carriages and private hire vehicles.	Sections 55 to 58, 62 and 79 of the Local Government (Miscellaneous Provisions) Act 1976.
6. Power to register pool promoters.	Schedule 2 to the Betting, Gaming and Lotteries Act 1963 (c. 2)[24].
7. Power to grant track betting licences.	Schedule 3 to the Betting, Gaming and Lotteries Act 1963[25].
8. Power to license inter-track betting schemes.	Schedules 5ZA to the Betting, Gaming and Lotteries Act 1963[26].
9. Power to grant permits in respect of premises with amusement machines.	Schedule 9 to the Gaming Act 1968 (c. 65)[27].
10. Power to register societies wishing to promote lotteries.	Schedule 1 to the Lotteries and Amusements Act 1976 (c. 32)[28].

11. Power to grant permits in respect of premises where amusements with prizes are provided.	Schedule 3 to the Lotteries and Amusements Act 1976[29].
12. Power to issue cinema and cinema club licences.	Section 1 of the Cinema Act 1985 (c. 13).
13. Power to issue theatre licences.	Sections 12 to 14 of the Theatres Act 1968 (c. 54)[30].
14. Power to issue entertainments licences.	Section 12 of the Children and Young Persons Act 1933 (c. 12), section 52 of, and Schedule 12 to, the London Government Act 1963 (c. 33), section 79 of the Licensing Act 1964 (c. 26), sections 1 to 5 and 7 of, and Parts I and II of the Schedule to, the Private Places of Entertainment (Licensing) Act 1967 (c. 19) and Part I of, and Schedules 1 and 2 to, the Local Government (Miscellaneous Provisions) Act 1982 (c. 30).
15. Power to license sex shops and sex cinemas.	The Local Government (Miscellaneous Provisions) Act 1982, section 2 and Schedule 3.
16. Power to license performances of hypnotism.	The Hypnotism Act 1952 (c. 46).
17. Power to license premises for acupuncture, tattooing, ear-piercing and electrolysis.	Sections 13 to 17 of the Local Government (Miscellaneous Provisions) Act 1982.
18. Power to license pleasure boats and pleasure vessels.	Section 94 of the Public Health Acts Amendment Act 1907 (c. 53)[31].
19. Power to register door staff.	Paragraphs 1(2) and 9 of Schedule 12 to the London Government Act 1963 (c. 33) and Part V of the London Local Authorities Act 1995 (c. x).
20. Power to license market and street trading.	Part III of, and Schedule 4 to, the Local Government (Miscellaneous Provisions) Act 1982, Part III of the London Local Authorities Act 1990 (c. vii) and section 6 of the London Local Authorities Act 1994 (c. xii).

<p>21. Power to license night cafes and take-away food shops.</p>	<p>Section 2 of the Late Night Refreshment Houses Act 1969 (c. 53)[32], Part II of the London Local Authorities Act 1990 and section 5 of the London Local Authorities Act 1994.</p>
<p>22. Duty to keep list of persons entitled to sell non-medicinal poisons.</p>	<p>Sections 3(1)(b)(ii), 5, 6 and 11 of the Poisons Act 1972 (c. 66)[33].</p>
<p>23. Power to license dealers in game and the killing and selling of game.</p>	<p>Sections 5, 6, 17, 18 and 21 to 23 of the Game Act 1831 (c. 32); sections 2 to 16 of the Game Licensing Act 1860 (c. 90), section 4 of the Customs and Inland Revenue Act 1883 (c. 10), sections 12(3) and 27 of the Local Government Act 1874 (c. 73), and section 213 of the Local Government Act 1972 (c. 70).</p>
<p>24. Power of register and license premises for the preparation of food.</p>	<p>Section 19 of the Food Safety Act 1990 (c. 16).</p>
<p>25. Power to license scrap yards.</p>	<p>Section 1 of the Scrap Metal Dealers Act 1964 (c. 69).</p>
<p>26. Power to issue, amend or replace safety certificates (whether general or special) for sports grounds.</p>	<p>The Safety of Sports Grounds Act 1975 (c. 52)[34].</p>
<p>27. Power to issue, cancel, amend or replace safety certificates for regulated stands at sports grounds.</p>	<p>Part III of the Fire Safety and Safety of Places of Sport Act 1987 (c.27).</p>
<p>28. Power to issue fire certificates.</p>	<p>Section 5 of the Fire Precautions Act 1971 (c. 40).</p>
<p>29. Power to license premises for the breeding of dogs.</p>	<p>Section 1 of the Breeding of Dogs Act 1973 (c. 60) and section 1 of the Breeding and Sale of Dogs (Welfare) Act 1999 (c. 11).</p>
<p>30. Power to license pet shops and other establishments where animals are bred or kept for the purposes of carrying on a business.</p>	<p>Section 1 of the Pet Animals Act 1951 (c. 35)[35]; section 1 of the Animal Boarding Establishments Act 1963(c. 43)[36]; the Riding Establishments Acts 1964 and 1970 (1964 c. 70 and 1970 c. 70)[37]; section 1 of</p>

	the Breeding of Dogs Act 1973 (c. 60)[38], and sections 1 and 8 of the Breeding and Sale of Dogs (Welfare) Act 1999.
31. Power to register animal trainers and exhibitors.	Section 1 of the Performing Animals (Regulation) Act 1925 (c. 38)[39].
32. Power to license zoos.	Section 1 of the Zoo Licensing Act 1981 (c. 37)[40].
33. Power to license dangerous wild animals.	Section 1 of the Dangerous Wild Animals Act 1976 (c. 38).
34. Power to license knackers' yards.	Section 4 of the Slaughterhouses Act 1974. See also the Animal By-Products Order 1999 (S.I. 1999/646).
35. Power to license the employment of children.	Part II of the Children and Young Persons Act 1933 (c. 33), byelaws made under that Part, and Part II of the Children and Young Persons Act 1963 (c. 37).
36. Power to approve premises for the solemnisation of marriages.	Section 46A of the Marriage Act 1949 (c. 76) and the Marriages (Approved Premises) Regulations 1995 (S. I. 1995/510)[41].
37. Power to register common land or town or village greens, except where the power is exercisable solely for the purpose of giving effect to - (a) an exchange of lands effected by an order under section 19(3) of, or paragraph 6(4) of Schedule 3 to, the Acquisition of Land Act 1981 (c. 67) or (b) an order under section 147 of the Inclosure Act 1845 (c. 8 & 9 Vict. c. 118).	Regulation 6 of the Commons Registration (New Land) Regulations 1969 (S.I. 1969/1843).
38. Power to register variation of rights of common.	Regulation 29 of the Commons Registration (General) Regulations 1966 (S.I. 1966/1471)[42].
39. Power to license persons to collect for charitable and other causes.	Section 5 of the Police, Factories etc. (Miscellaneous Provisions) Act 1916 (c. 31) and section 2 of the House to House Collections Act 1939 (c. 44)[43].
40. Power to grant consent for the operation of a loudspeaker.	Schedule 2 to the Noise and Statutory Nuisance Act 1993 (c. 40).

41. Power to grant a street works licence.	Section 50 of the New Roads and Street Works Act 1991 (c. 22).
42. Power to license agencies for the supply of nurses.	Section 2 of the Nurses Agencies Act 1957 (c. 16).
43. Power to issue licences for the movement of pigs.	Article 12 of the Pigs (Records, Identification and Movement) Order 1995 (S.I. 1995/11).
44. Power to license the sale of pigs.	Article 13 of the Pigs (Records, Identification and Movement) Order 1995.
45. Power to license collecting centres for the movement of pigs.	Article 14 of the Pigs (Records, Identification and Movement) Order 1995.
46. Power to issue a licence to move cattle from a market.	Article 5(2) of the Cattle Identification Regulations 1998 (S.I. 1998/871).
47. Power to permit deposit of builder's skip on highway.	Section 139 of the Highways Act 1980 (c. 66).
48. Power to license planting, retention and maintenance of trees etc. in part of highway.	Section 142 of the Highways Act 1980.
49. Power to authorise erection of stiles etc. on footpaths or bridleways.	Section 147 of the Highways Act 1980.
50. Power to license works in relation to buildings etc. which obstruct the highway.	Section 169 of the Highways Act 1980.
51. Power to consent to temporary deposits or excavations in streets.	Section 171 of the Highways Act 1980.
52. Power to dispense with obligation to erect hoarding or fence.	Section 172 of the Highways Act 1980.
53. Power to restrict the placing of rails, beams etc. over highways.	Section 178 of the Highways Act 1980.

54. Power to consent to construction of cellars etc. under street.	Section 179 of the Highways Act 1980[44].
55. Power to consent to the making of openings into cellars etc. under streets, and pavement lights and ventilators.	Section 180 of the Highways Act 1980.
56. Power to sanction use of parts of buildings for storage of celluloid.	Section 1 of the Celluloid and Cinematograph Film Act 1922 (c. 35).
57. Power to approve meat product premises.	Regulations 4 and 5 of the Meat Products (Hygiene) Regulations 1994 (S.I. 1994/3082)[45].
58. Power to approve premises for the production of minced meat or meat preparations.	Regulation 4 of the Minced Meat and Meat Preparations (Hygiene) Regulations 1995 (S.I. 1995/3205).
59. Power to approve dairy establishments.	Regulations 6 and 7 of the Dairy Products (Hygiene) Regulations 1995 (S.I. 1995/1086)[46].
60. Power to approve egg product establishments.	Regulation 5 of the Egg Products Regulations 1993 (S.I. 1993/1520).
61. Power to issue licences to retail butchers' shops carrying out commercial operations in relation to unwrapped raw meat and selling or supplying both raw meat and ready-to-eat foods.	Schedule 1A to the Food Safety (General Food Hygiene) Regulations 1995 (S.I. 1995/1763)[47].
62. Power to approve fish products premises.	Regulation 24 of the Food Safety (Fishery Products and Live Shellfish) (Hygiene) Regulations 1998 (S.I. 1998/994).
63. Power to approve dispatch or purification centres.	Regulation 11 of the Food Safety (Fishery Products and Live Shellfish) (Hygiene) Regulations 1998.
64. Power to register fishing vessels on board which shrimps or molluscs are cooked.	Regulation 21 of the Food Safety (Fishery Products and Live Shellfish) (Hygiene) Regulations 1998.

65. Power to approve factory vessels and fishery product establishments.	Regulation 24 of the Food Safety (Fishery Products and Live Shellfish) (Hygiene) Regulations 1998.
66. Power to register auction and wholesale markets.	Regulation 26 of the Food Safety (Fishery Products and Live Shellfish) (Hygiene) Regulations 1998.
67. Duty to keep register of food business premises.	Regulation 5 of the Food Premises (Registration) Regulations 1991 (S.I. 1991/2828).
69. Power to issue near beer licence	Sections 16 to 19 and 21 of the London Local Authorities Act 1995
70. Power to register premises or stalls for the sale of goods by way of competitive bidding.	Section 28 of the Greater London Council (General Powers) Act 1984
71. Power to register motor salvage operators.	Part I of the Vehicles (Crime) Act 2001.

Schedule of abbreviations used in the Scheme of Delegations for Environmental Services

Director of Environmental Services	DEnv
Assistant Director – Planning, Environmental Policy & Performance	AD-PEPP
Assistant Director – Street Scene	AD-SS
Assistant Director – Enforcement	AD-Enf
Assistant Director – Recreation Services	AD-RS
Head of Building Control	HBC
Team Leader – Transportation Planning	TL-TP
Group Manager- Planning	GM-P
Head of Development Control - East	HDC-E

Head of Development Control - West	HDC-W
Head of Highways	HOH
Head of Parking	HP
Head of Waste Management	HWM
Team Leader – Trading Standards	TL-TS
General Manager – Commercial & Environmental Protection	GM-CEP

Non-statutory delegations

Environmental Health Matters	
Authority to waive or vary Environmental Health charges in appropriate cases, for e.g. for persons aged 60 years and over.	AD-Enf
Planning Matters	
<u>Drafting of additional conditions and additional reasons for refusal.</u> Authority to draft additional planning conditions and additional reasons for refusal of planning permission within the scope of the conclusions of the Planning Control Committee, where these were not included in the recommendations in the Committee report, subject to his being satisfied that the working thereof is in accordance with all such conditions and reasons as considered proper.	AD-PEPP GM-P HDC-E HDC-W
Making representations in respect of proposed development notified to the Council by a Government Department or statutory undertaker or comments on proposals in adjoining Boroughs.	AD-PEPP GM-P HDC-E HDC
Public transport	
Power to make urgent representations to London Transport or any other body on any proposed changes to public transport services, including fares.	AD-PEPP TL-TP

Traffic and Parking Management		
1. Power to vary the location of marked footway parking bays within the areas where the Council has authorised parking of vehicles on the footway pursuant to Section 15(4) of the Greater London Council (General Powers) Act 1974.		HOH
2. Power to determine requests for minor traffic and parking measures which result in the need for advertisement of a Traffic Order and to process the Order subject to conditions.		HOH
Environmental Improvements		
1. Power to review annually the categories and donation for commemorative trees and seats		DEnv

Statutory delegations

All the specific statutory delegations listed below to the Assistant Director for Enforcement are also delegated to the Group Managers and Team Leaders responsible to the Assistant Director for Enforcement.

Game Act 1831		
Section 18	Power to grant licence to deal in game.	AD-Enf
Game Licensing Act 1860		
Section 2	Power to grant licence to deal in game.	AD-Enf
Section 10	Power to display regulations made pursuant to this Act.	AD-RS
Public Health Act 1875		
Section 153	Power to require gas and water pipes to be moved.	HOH
Section 161	Power to light streets etc.	HOH
Section 164	Power to lay out plant, improve and maintain lands for and to support or contribute to the support of cemeteries. Power to lay out plant, improve and maintain lands for and to support or contribute to the support of public walks or pleasure grounds.	AD-RS

Explosives Act 1875 (as amended)		
Section 15	Power to licence store	AD-Enf
Section 21	Power to register premises	AD-Enf
Section 73	Power to search premises in certain circumstances	AD-Enf
Section 74	Powers of seizure	AD-Enf
Public Health Acts Amendment Act 1890		
<ul style="list-style-type: none"> Section 44 (extended by S53 of the PHA 1961) 	<p>Power to close and grant exclusive use of parks and pleasure grounds.</p> <p>(Excludes the following which requires Executive Member approval:</p> <ul style="list-style-type: none"> Over 10,000 per day attendance; Lasting more than 7 days; More than 2 days with 5000 per day attendance; Occupying site for more than 14 days) 	AD-RS *
<ul style="list-style-type: none"> Section 44 (extended by S54 of the PHA 1961) 	Power to provide and let for hire pleasure boats.	AD-RS
Open Spaces Act 1906		
Section 10	Power to administer and maintain open spaces and burial grounds acquired.	AD-RS
Section 11	Powers of management and removal of tombstone.	AD-RS
Public Health Acts Amendment Act 1907		

Section 76(1)(a)	<p>Power to enclose part of park or ground to protect ice for skating and to charge for admission.</p> <p>(Excludes the following which requires Executive Member approval:</p> <ul style="list-style-type: none"> • Over 10,000 per day attendance; • Lasting more than 7 days; • More than 2 days with 5000 per day attendance; <p>Occupying site for more than 14 days)</p>	AD-RS *
Section 76(1)(b)	<p>Power to set apart a part of a park for games or recreations and to exclude the public.</p> <p>(Excludes the following which requires Executive Member approval:</p> <ul style="list-style-type: none"> • Over 10,000 per day attendance; • Lasting more than 7 days; • More than 2 days with 5000 per day attendance; <p>Occupying site for more than 14 days)</p>	AD-RS *
Section 76(1)(c)	Power to provide apparatus for games and recreations and to charge for use.	AD-RS
Section 76 (1)(f)	Power to place or authorise placing of chairs or seats and charge for use.	AD-RS
Section 76(1)(g)	Power to provide and maintain reading rooms, pavilions, other buildings and conveniences and to charge for admission.	AD-RS
Section 76(1)(h)	Power to provide and maintain refreshment rooms.	AD-RS
Section 76(1)(i)	Power to manage or let refreshment rooms.	AD-RS
The Small Holdings and Allotments Act 1908		

Section 26	Power to improve, adapt and maintain land for allotments.	AD-RS
Section 28	Power to make rules for regulating the letting of allotments, etc.	AD-RS
Section 30	Power to recover rent and possession of allotments.	AD-RS
Section 44	Power to renew tenancy of land compulsorily hired.	AD-RS
Section 46	Power to resume possession of land hired compulsorily.	AD-RS
Allotments Act 1922		
Section 2	Power to compensate tenant on termination of allotment tenancy.	AD-RS
Section 11	Power to serve counter notice on landlord who requires possession of allotment garden land from local authority.	AD-RS
Performing Animals (Regulations) Act 1925		
Section 1	Duty to keep register for purposes of Act	AD-Enf
Section 3	Power to enter premises for inspection	AD-Enf
Public Health Act 1925		
Section 56	Power to charge for the use of part of a park or ground set apart for cricket, football or other games or recreation facility	AD-RS
Public Health Act 1936		
PART II Sanitation and Buildings		
Section 45	Power to require owner to put right defective closets capable of repair	AD-Enf
Section 48	Power to examine and test drains and other apparatus believed to be defective. (As agent for Thames Water)	AD-Enf
Section 49	Power to regulate rooms over water closets, cesspools, etc.	AD-Enf
Section 51	Power to ensure proper maintenance of water closets	AD-Enf
Section 52	Power to ensure sanitary use	AD-Enf

Section 78	Power to cleanse courts and passages not repairable at public expense and recharge the cost thereof	AD-Enf
Section 83	Power to control cleansing of filthy or verminous premises	AD-Enf
Section 84	Power to control cleansing or destruction of filthy or verminous articles	AD-Enf
Section 85	Power to free persons and clothing from vermin	AD-Enf
Section 87	Power to provide public conveniences and to make byelaws therefore where provision is made	AD-Enf
PART III		
Nuisances and Offensive Trades		
Section 140	Power to control use of water from polluted source of water	AD-Enf
PART VI		
Hospitals, Nursing Homes Etc		
Section 198	Power (duty if so required by the Minister) to provide mortuaries and post mortem rooms and power to make byelaws with respect to their management. Power to provide for the interment of any dead body received into a local authority mortuary	AD-Enf
PART VII		
Notification of Births, Maternity and Child Welfare and Child Life Protection		
Section 205	Power to enforce requirement that women be not employed in workshops within four weeks after birth of child	AD-Enf
PART VIII		
Baths		
Section 227	Power of Council to lay pipes for purposes connected with baths	AD-Enf
PART XI		
Miscellaneous		
Section 261	Power to obtain order for cleansing of ditch or watercourse etc	HBC

Section 13	Powers of inspection	AD-Enf
Section 14	Powers of sampling	AD-Enf
Section 35	Power to appoint Authorised officers	AD-Enf
Pet Animals Act 1951		
Section 1	Power to grant licence and specify conditions for pet shop	AD-Enf
Section 4	Power to inspect premises	AD-Enf
Section 6	Power to prosecute	AD-Enf
Local Government (Misc Provisions) Act 1953		
Sections 4-7	Powers to provide bus shelters	HOH
Tottenham Corporation Act 1952		
Section 43	Remedy defective state of premises	AD-Enf
Clean Air Act 1956		
Section 10	In consultation with Group Manager Environmental Protection, to act on behalf of the Council under section 10, rejection of plans where a chimney is not of sufficient height to prevent the emission from the chimney becoming prejudicial to health	AD-PEPP Head of Building Control Principal Building Surveyor
Nursing Agencies Act 1957		
Section 2	Power to grant licences and power to make conditions in such licences	AD-Enf
Trading Representation (Disabled Persons) Act 1958		
Section 1	Power to investigate and enforce Act	AD-Enf
Caravan Sites and Control of Development Act 1960		

Section 3(3)	Power to issue licence for a caravan site	AD-Enf
Section 5	Power to attach conditions to site licences	AD-Enf
Section 8	Power to alter above conditions	AD-Enf
Section 10	Power to consent to transfer of licence to new occupier of the land	AD-Enf
Section 11	Power to require holder to deliver up licence to enter alterations therein	AD-Enf
Section 24	Power to provide caravan sites, services or facilities and to charge therefor	AD-Enf
Section 25	Power to keep register of site licences	AD-Enf
Section 26	Power of duly authorised officer to enter caravan site at reasonable time	AD-Enf
Factories Act 1961		
Various Sections	Powers of entry, inspection, legal proceedings etc - same for a local authority as for an inspector	AD-Enf
Home Safety Act 1961		
Section 1	Power to make arrangements for the promotion of safety in the home	AD-Enf
Land Compensation Act 1961		
Section 17	Power to issue certificate of appropriate alternative development or to issue certificate of no alternative development	AD-PEPP GM-P HDC-E HDC-W
Public Health Act 1961		
Section 17	Power to require owner or occupier to remedy stopped-up drains and to carry out the work and recover the costs in default	AD-Enf
Section 22	Power to cleanse or repair drains and recover reasonable charges	AD-Enf
Section 34	Power to remove accumulation of rubbish from any land in the open air	AD-Enf
Section 35	Power to require fumigation	AD-Enf
Section 37	Power to prohibit the sale of, disinfect or destroy verminous articles and recover the expenses therefore	AD-Enf
Section 40	Power to attach street lamps to buildings	HOH

Section 262	Power to require culverting of watercourses and ditches where building operations in prospect	HBC
Section 263	Power to consent to culverting of watercourses	HBC
Section 264	Power to require cleansing of culverts	HBC
Section 268	Power to deal with nuisances arising from tents, vans, sheds etc. and power to make byelaws for promoting their cleanliness	AD-Enf
Section 269	Power to control use of moveable dwellings	AD-Enf
PART XII		
General		
Section 275	Power to execute certain sewage works (after service of notice) and duty to recover expenses	AD-Enf
	Power to carry out works to private retaining walls in default and recover reasonable expenses in so doing, pursuant to Section 290(6) of the Public Health Act 1936, as applied by Section 167(7) of the Highways Act 1980 in circumstances where a notice has been served under Section 167(5) of the Highways Act 1980 but the notice has not been complied with.	AD-Enf
Section 290(6)	Power to execute works and recover expenses reasonably incurred.	AD-Enf
	Power to prosecute for failing to execute works within time limit.	AD-Enf
Section 287(1)	Power to enter premises for the purposes of the Public Health Acts and to serve notices on the occupier	AD-Enf
Section 287(2)	Power to apply for Justices Warrant authorising entry for purposes set out in section 287(1)	AD-Enf
London Building Acts 1939 (as amended/applied by the Local Government Act 1985)		
Section 6	Power by Order to assign a name or rename a street etc.	AD-PEPP TL-TP

Section 11	Power by Order to number or renumber a building etc.	AD-PEPP TL-TP
Section 61-68	Dangerous structures/Buildings	HBC Principal Building Surveyor Senior Building Surveyor Building Surveyor
Prevention of Damage by Pests Act 1949		
Section 2	Power to enforce the duties of owners and occupiers of land under this Act	AD-Enf
Section 4	Power to serve Notices	AD-Enf
Section 5	Power to carry out work in default and to recover the expenses incurred	AD-Enf
Section 6	Power to sign and serve notice, to carry out work and recover the expenses incurred	AD-Enf
Section 22	Power to enter premises	AD-Enf
Allotments Act 1950		
Section 4	Power to recover compensation for deterioration of the land from the tenant	AD-RS
Section 5	Power to set-off compensation against rent due from the tenant on termination of allotment tenancy	AD-RS
Rag Flock and Other Filling Materials Act 1951		
Section 2	Power to register premises for this purpose	AD-Enf
Section 6	Power to grant/refuse licence for premises to manufacture rag flock	AD-Enf
Section 7	Power to license premises to store rag flock	AD-Enf
Section 12	Power to enforce Act	AD-Enf

Section 52	Power to manage parks and pleasure grounds	AD-RS
Section 54	Power to provide and manage boating pools and lakes in parks and pleasure grounds	AD-RS
Section 73	Power to inspect and require works to be executed to derelict petrol tanks	AD-Enf
Section 74	Power to reduce numbers of pigeons and other birds in built up areas	AD-Enf
Section 75	Power to make byelaws as to pleasure fairs and roller skating rinks, and duty to enforce them	AD-RS
Section 81	Power to summarily recover damages for negligence to any lamp, lamp post, notice board, fence etc. as a civil debt	HOH
Local Authorities (Historic Buildings) Act 1962		
Section 1	Power to contribute to preservation of historic buildings	AD-PEPP GM-P HDC-E HDC-W
Section 2	Power to recover grants on disposal of property within 3 years	AD-PEPP GM-P HDC-E HDC-W
GLC (General Powers) Act 1963		
Section 31	Laundrettes	AD-Enf
Hallmarking Act 1963		
Section 9	Powers of entry, inspection, seizure and purchase	AD-Enf
Betting, Gaming and Lotteries Act 1963		
Section 2	Power to object to grant of Bookmaker's Permit	AD-Enf
Section 9	Power to lodge objection to Betting Office Licence	AD-Enf
London Government Act 1963		
Schedule 12	Power to grant, or amend licence or grant, revoke or amend an occasional Public	AD-Enf

	Entertainment Licence	
Schedule 12 (as amended)	Power to authorise officers to undertake the inspections of premises and where necessary examine any records.	AD-Enf
Section 52 and Schedule 12	Power to apply for music and dancing licence	AD-Enf
Section 52 and Schedule 12	Power to vary the standard conditions for unopposed licences for outdoor events.	AD-Enf
Section 40 & Schedule 9	Power to deal with derelict land detrimental to the amenities of the neighbourhood	AD-PEPP GM-P HDC-E HDC-W
Animal Boarding Establishments Act 1963		
Section 1	Power to grant licence and specify conditions	AD-Enf
Section 2	Power to prosecute	AD-Enf
Section 3	Power to inspect premises	AD-Enf
Scrap Metal Dealers Act 1964		
Section 1	Power to prosecute	AD-Enf
Section 3	Power to impose conditions as to keeping of records, etc	AD-Enf
Section 6	Powers of entry and inspection	AD-Enf
Trading Stamps Act 1964		
Section 1	Power to investigate and enforce provisions against persons prohibited from carrying on business as promoters of trading stamps schemes	AD-Enf
Section 2	Power to investigate and enforce provisions regarding statements on the face of trading stamps	AD-Enf
Section 5	Power to investigate and enforce provisions regarding disclosure of promoters' names and addresses on catalogues and stamp books	AD-Enf
Section 6	Power to investigate and enforce provisions regarding advertisements referring to the value of trading stamps	AD-Enf
Section 7	Power to investigate and enforce provisions regarding the display of information in shops	AD-Enf

Licensing Act 1964		
Section 3	<ul style="list-style-type: none"> • Power to oppose grant of justices' licence • Authority to name officers who shall apply for transfers of Justices' licences for licensed premises owned by the Council • Application for renewal of Justices' licences for licensed premises owned by the Council 	AD-Enf
Section 21	Power to appeal against the grant of a justices' licence	AD-Enf
Section 40	Power to object to application for issue of renewal of registration certificate	AD-Enf
Greater London Council (General Powers) Act 1967		
Section 21	Power to register hairdressers and barbers in the Borough	AD-Enf
Section 23	Power to sign and serve notice on owner to require restoration of water supply and in default to execute works and recover expenses	AD-Enf
Slaughter of Poultry Act 1967		
Section 2	Duty to keep register of poultry premises	AD-Enf
Section 4	Power to enter premises to check compliance with Act	AD-Enf
Section 6	Power to institute proceedings under Act	AD-Enf
Greater London Council (General Powers) Act 1968		
Section 49	Power to register and renew registration of premises for use as a night cafe, or refuse to do so	AD-Enf
Section 51	Power of duly authorised officer to enter premises	AD-Enf
Section 55	Power to exempt certain premises from above provisions	AD-Enf
Medicines Act 1968		
Section 108	Power to enforce Act	AD-Enf
Section 111	Power to enter premises	AD-Enf
Section 112	Power to inspect/take samples/seize goods and documents in respect of:-	
	- Medicated animal foodstuffs	AD-Enf

	- Products for Human Consumption	AD-Enf
Trade Descriptions Acts 1968		
Section 26	Power to enforce Act	AD-Enf
Section 27	Power to make test purchases	AD-Enf
Section 28	Power to enter premises and seize goods	AD-Enf
Transport Act 1968		
Section 63	Power to object to grant of goods vehicle operators licence.	HOH
Section 69	Power to object to grant of goods vehicle operators licence on environmental grounds	HOH
Section 118	Power to maintain bridges over railways or inland waterways belonging to a Railways or Waterways Board	HOH
Section 123	Power to contribute to Railway Board's barriers etc. at level crossings	HOH
Countryside Act 1968		
Section 27	Power to signpost footpaths and bridleways	AD-SS
Gaming Act 1968		
Section 34	Power to grant and renew or refuse permits in respect of machines used for gaming, save where use is main activity in premises.	AD-Enf
Section 34	Power to renew permits, where amusement with prizes machines is the main activity of the premises.	AD-Enf
Section 34 schedule 9 (paragraph 8b)	Power to authorise officers to undertake the inspections of premises and where necessary examine any records.	AD-Enf
Theatres Act 1968		
Section 12	<ul style="list-style-type: none"> • Power to grant/amend licence for public performance of a play or grant/amend/revoke occasional licence • Power to authorise officers to undertake the inspections of premises and where necessary examine any records. 	AD-Enf
Development of Tourism Act 1969		
Section 10 and Regulations	Power to enforce the Tourism Sleeping Accommodation (Price Display) Order 1977 and any other regulations made or to be made under these sections	AD-Enf

G.L.C.(General Powers) Act 1969		
Section 43	Power to give form of grant of the exclusive right of burial in any part of a burial ground or cemetery maintained by Council under the hand of the Town Clerk or authorised deputy instead of under seal. (See Section 42 Cemetery Clauses Act 1847)	AD-RS
Agriculture Act 1970		
Section 67	Power to enforce Part IV of the Act concerning fertilisers and feeding stuffs	AD-Enf
Section 75	Duty to take sample for analysis at request of purchaser	AD-Enf
Section 76	Power to enter premises and take samples	AD-Enf
Section 80	Power to institute proceedings for infringement of Act	AD-Enf
Riding Establishments Act 1964 (As amended by Riding Establishments Act 1970)		
Section 1	Power to grant licence and specify conditions (Refusals to be referred to Committee)	AD-Enf
Section 2	Power to inspect premises	AD-Enf
Section 5	Power to prosecute for any offence under this Act	AD-Enf
Haringey Corporation Act 1971		
Section 5	Restoration of gas or electricity supply where disconnected	AD-Enf
Unsolicited Goods and Services Act 1971		
Section 2	Power to investigate offences and enforce the provisions of the Act	AD-Enf
GLC (General Powers) Act 1972		
Section 19	Restoration of gas or electricity supply where disconnected	AD-Enf
European Communities Act 1972		
Section 2	1. Power to implement Treaties and other subordinate legislation relating to additives, preservatives, colouring matter, antioxidants and standards of foodstuffs for	AD-Enf

	<p>Human Consumption</p> <p>2. Power to enforce The "Materials and articles coming into contact with Food Regulations 1978"</p> <p>3. Power to enforce and supervise various Regulations concerning the EEC and made under the provisions of this Act, including:-</p> <ul style="list-style-type: none"> • Crystal Glass (Descriptions) Regulations 1973 and prosecution of offences thereunder • Egg (Marketing Standards) Regulations 1973 as amended and prosecution of offences thereunder • Measuring Instruments (EEC Requirements) Regulations 1975 as amended and prosecution of offences thereunder (Regulation 25) • Measuring Container Bottles (EEC Requirements) Regulations 1977 and prosecutions of offences thereunder (Regulation 13) • Textile Products (Indication of Fibre Content) Regulations 1973 and prosecution for offences (Regulation 3) together with the Textile Products (Determination of Composition) Regulations 1976 • Pre-packaging and labelling of Wine Grape Must (EEC Requirements) Regulations 1978 • Units of Measurement Regulations 1976 and 1978 • Aerosol Dispensers (EEC Requirements) Regulations 1977 • Dangerous Substances and Preparations (Safety) Regulations 1980 • The Cosmetic Products (Safety) Regulations 1984 • The Classification, Packaging and Labelling of Dangerous Substances Regulations 1984 	
<p>Section 2(2) - The Package Travel, Package Holidays and Package Tours Regulations 1992</p>	<p>Power to enforce the regulations and authorise officers for enforcement purposes.</p>	<p>AD-Enf</p>
<p>Local Government Act 1972</p>		

Section 145(2)(a)	Power to enclose or set apart any part of a park or pleasure ground (Excludes the following which requires Executive Member approval: <ul style="list-style-type: none"> • Over 10,000 per day attendance; • Lasting more than 7 days; • More than 2 days with 5000 per day attendance; • Occupying site for more than 14 days) 	AD-RS *
Section 145(2)(c)	Power to permit use by any other person, and to charge or authorise charging for admission	AD-RS
Section 214 and regulations made thereunder	Power to provide and maintain cemeteries, or contribute towards the expenses	AD-RS
Section 214	<ul style="list-style-type: none"> • Power to grant burial rights and rights to erect memorials. • Power to agree to maintain graves and memorials. • Power to extend the period of grant of exclusive right of burial, up to a maximum of 100 years. 	AD-RS
Section 215	Power to maintain a closed churchyard	AD-RS
The Road Traffic (Foreign Vehicles) Act 1972		
Sections 1 and 2	Power in certain cases to prohibit driving of foreign vehicles	AD-Enf
The Poisons Act 1972		
Section 5	Power to maintain list of persons entitled to sell certain listed poisons	AD-Enf
Section 9	Power to inspect and enforce the Act including powers of entry	AD-Enf
Fair Trading Act 1973		
Section 27	Power to enforce any Order made by the Secretary of State pursuant to a report of the Advisory Council in respect of certain consumer trade practices	AD-Enf
Section 28	Power to make test purchases	AD-Enf
Section 29	Power to enter and seize goods	AD-Enf

Section 32	Power to compensate for loss of seized goods	AD-Enf
Section 130	Duty to inform Director of Fair Trading of intended prosecution under this Act or under the Trade Descriptions Act	AD-Enf
Greater London Council (General Powers) Act 1973		
Section 30	Powers re closure of insanitary food premises	AD-Enf
Section 31	Power to control self-operated laundrettes	AD-Enf
Section 32(2)	Power to pursue complaints, test and evaluate goods and services; investigate and advise upon methods of financing expenditure on goods or services	AD-Enf
Breeding of Dogs Act 1973		
Section 1(2)	Power to grant a licence to keep a breeding establishment and to improve conditions in the licence (Refusals are referred to Committee)	AD-Enf
Section 1(18)	Power to extend licence for 3 months to assist Personal Representatives of deceased licensee	AD-Enf
Section 2(1)	Power to authorise vet to inspect premises	AD-Enf
Consumer Credit Act 1974		
PART XI		
Section 161	Power to enforce Act	AD-Enf
Section 162	Power of duly authorised officer to enter any premises and take copies of books or documents	AD-Enf
Section 163	Power to compensate any loss caused by action under S.162 above, unless owner convicted of an offence under this Act.	AD-Enf
Section 164	Power to make test purchases and related action.	AD-Enf
Control of Pollution Act 1974		
Section 3	Power to prosecute for the deposit of controlled waste on unlicensed land.	AD-Enf
Section 13	Power to serve notice requiring provision re dustbins	AD-Enf
Section 16	Power to remove waste deposited in breach of licensing provisions	AD-Enf

Section 57	Power to conduct periodic inspections re noise pollution	AD-Enf
Section 60	Power to serve notice imposing requirements to control noise on construction sites	AD-Enf
Section 63	Power to designate noise abatement zones	AD-Enf
Section 64	Power to measure noise in noise abatement zones	AD-Enf
Section 65	Power to consent to noise exceeding permitted level	AD-Enf
Section 66	Power to serve notice requiring reduction of noise level emanating from premises	AD-Enf
Section 67	Power to determine satisfactory level of noise to be allowed to emanate from new buildings	AD-Enf
Section 69	Power to execute works in default and recover expenditure thereon	AD-Enf
Section 91	Power to enter and inspect premises	AD-Enf
Section 93	Power to obtain any information reasonably required in order to enforce powers contained in the Act	AD-Enf
Health and Safety at Work etc Act 1974		
Section 18	Power to enforce Health and Safety Regulations where appropriate	AD-Enf
Section 19	Power to appoint inspectors	AD-Enf
Section 20	Powers of Health and Safety at Work Inspectors under this Act	AD-Enf
Section 21	Power of inspectors to serve improvements notices	AD-Enf
Section 22	Power of inspectors to serve prohibition notices	AD-Enf
Section 34	Power to extend time for bringing summary proceedings	AD-Enf
Prices Acts 1974 and 1975		
Section 2 (as amended) 4,5 & schedule and orders made thereunder	Power of duly authorised officer to inspect premises and take samples of goods and copies of documents etc, including powers of entry and enforcement	AD-Enf
Slaughter Houses Act 1974		
Sections 1-27	Powers and duties in relation to the provision and regulation of slaughter houses	AD-Enf
Guard Dogs Act 1975		

Section 3	Power to grant licences.	AD-Enf
Section 5	Power to prosecute for contravention of Section 1 or 2.	AD-Enf
Safety of Sports Grounds Act 1975		
Section 10	<ul style="list-style-type: none"> • Power to serve prohibition notice and any consents of approvals required under the Safety Certificate. • Power to approve applications for Safety Certificates in accordance with the act and the Safety at places of Sport Act 1987 	AD-PEPP HBC
Lotteries and Amusements Act 1976		
Schedule 1 & Section 5	Power to register a society which wishes to run a "society's lottery"	AD-Enf
Dangerous Wild Animals Act 1976		
Section 1	Power to grant a licence subject to conditions, and to vary or revoke conditions	AD-Enf
Section 4(1)	Power to seize animal kept contrary to Act, and retain or destroy or dispose of it	AD-Enf
Local Government (Miscellaneous Provisions) Act 1976		
Section 15	Power to survey land which the Authority proposes to acquire compulsorily	DES
Section 16	Power to serve requisitions for information	AD-PEPP HBC Principal Building Surveyor
Section 19(1)	Power to provide recreational facilities as thought fit	AD-RS
Section 19(2)	Power to make facilities available for such persons as thought fit with or without charge	AD-RS
Section 20	Power to require provision of sanitary appliances at places of entertainment	AD-Enf
Section 23 & 24	Power to deal with dangerous trees	AD-Enf
Section 25	Powers in connection with dangerous excavations adjoining highway	AD-Enf

Section 29	Works to secure unoccupied buildings	AD-Enf
Section 33	Power to make arrangements for the restoration of supply of water, gas or electricity	AD-Enf
Section 35	Power to request obstruction of private sewer to be removed by owner/occupier served by it	AD-Enf
Protection from Eviction Act 1977		
Section 6	Power to authorise prosecutions for unlawful harassment and eviction of residential tenants and occupiers	AD-Enf
Local Authorities Cemeteries Order 1977		Bereavement Services Manager
Greater London Council (General Powers) Act 1978		
Section 12(2)	Power to close a park or pleasure ground on a Sunday. (Excludes the following which requires Executive Member approval: <ul style="list-style-type: none"> • Over 10,000 per day attendance; • Lasting more than 7 days; • More than 2 days with 5000 per day attendance; • Occupying site for more than 14 days) 	AD-RS *
Refuse Disposal (Amenity) Act 1978		
Sections 3-5	Power to remove and dispose of abandoned vehicles and to recover expenses thereof	HP
Section 6	Power to remove and dispose of other refuse unlawfully abandoned	HWM
Section 8	Power for duly authorised officer to enter on land to ascertain whether functions under Sections 3 or 6 should be exercised	AD-Enf
Transport Act 1978		HWM
Ensuring vehicles are not mechanically defective, nor overloaded, nor have in place any restrictions so as to contravene any spot check		
Estate Agents Act 1979		
Section 11	Power to enter and inspect	AD-Enf
Section 26	Power to enforce provisions of the Act where appropriate	AD-Enf

Greater London Council (General Powers) Act 1979		
Section 5	Power to provide and permit advertisement units, showcases, etc upon the highway.	HOH
Section 8 and Sch.2	Power to serve notice on occupier to destroy Brown Tail Moth on his land, and to enter and carry out works in default and recover expenses by reference to relevant provisions of Schedule 2	AD-Enf
Highways Act 1980		
	Creation of Highways	
Section 25	Power to create footpaths or bridleway by agreement	AD-PEPP TL-TP
Section 35	Power to create a walkway by agreement	AD-PEPP TL-TP
	Interference with Highways and Streets	
Section 130	Power to protect public rights	HOH
Section 134	Power to ensure that Council given notice of proposed ploughing of footpath, and to ensure surface made good as soon as reasonably convenient after ploughing	HOH
Section 134	Power to enforce landowners duty to make good the surface of a footpath or bridleway within 6 weeks of its ploughing by a farmer, and to vary the period for carrying out such work	HOH
Section 139/140	Power to control and remove Builders skips	HOH
Section 142	Power to grant licences to plant trees, shrubs, etc in a highway	HOH
Section 146	Power to enforce landowners duty to repair and maintain stiles etc on footpaths and bridleways and to decide extent of Council's contribution to cost	HOH
Section 147	Power to authorise erection of stiles in footpath or bridleway	HOH
Section 149	Power to remove things deposited on highways so as to be a nuisance and to recover expenses	HOH
Section 153	To authorise action in relation to removal of doors opening over a highway	HOH

Section 169	Power to control use of scaffolding on highways by licence	HOH
Section 171	Power to give consent with conditions for temporary deposits and excavations in highways	HOH
Section 171	Power to give consent with conditions to building materials deposited on highways	HOH
Section 171/173	Power to regulate erection of hoardings during building operations etc	HOH
Section 178	Power to license beams, rails, pipes, cables, wires and other apparatus over highway	AD-PEPP TL-TP
Section 179/180	Power to prohibit construction of cellars etc under highway without consent, and to control openings into cellars etc. and pavement lights	HOH
Section 209	Power to deal with objections to provisional and final appointments	HOH
Section 220	To authorise the service of advance payments code	HOH
Section 236	Power to agree contribution by Council to private frontagers expenses pursuant to street works	HOH
Section 278	The completion of relevant agreements in respect of the above	AD-PEPP TL-TP
	<i>Maintenance</i>	
Section 36	Duty to keep list of publicly maintainable highways	AD-PEPP TL-TP
Section 37	Power to decide whether dedicated highway should become publicly maintainable	AD-PEPP TL-TP
Section 38	Power to adopt roads by agreement	AD-PEPP TL-TP
Section 45	Power to get materials for repair of publicly maintainable highways	HOH
Section 46	Power to fence and fill up excavations made pursuant to S.45	HOH
Section 47	Power to apply to Magistrates Court for order that it is unnecessary to maintain a highway as a publicly maintainable highway	AD-PEPP TL-TP
Section 56(2)	Power to serve counter-notice admitting or denying that highway is publicly maintainable	AD-PEPP

		TL-TP
Section 59	Power to recover maintenance expenses due to extraordinary traffic	HOH
	<i>Improvement of Highways</i>	
Section 66	Power to provide footway and guard rails	HOH
Section 67	Power to provide, maintain, alter and remove guard rails in private streets	HOH
Section 68	Power to provide pedestrian refuges	HOH
Section 70	Power to construct, light, maintain, alter, remove or close temporarily a footbridge	HOH
Section 71	Power to provide margin for horses or livestock where considered desirable	HOH
Section 72	Power to make agreements for widening of existing highways	AD-PEPP TL-TP
Sections 75-77	Power to vary respective widths of carriageway/footway and alteration of levels of highway	HOH
Section 78	Power to cut off dangerous corners	HOH
Section 79	Power to serve notices preventing obstruction of view at corners	HOH
Section 80	Power to fence highways	HOH
Section 81	Power to provide highway boundary posts	HOH
Sections 82-83 & 86-87	Power to make provision for cattle grids	HOH
Section 96	Power to plant trees in and lay out grass verges to a highway	HOH
Section 97	Power to provide lighting for highways	HOH
Section 99	Power to metal highways	HOH
Section 100	Power to undertake works for drainage of highway	HOH
Section 101	Power to fill in roadside ditches, etc.	HOH
Section 102	Power to carry out works to protect highway against natural hazards	HOH
Sections 103-104	Power to provide posts to indicate depth of flood water and to carry out works to mitigate dust	HOH
Section 115 E and F	Power to authorise provision of facilities and structures on the highway	AD-PEPP

		TL-TP
Section 116	Power to authorise application to Magistrates Court to order stopping up or diversion of highway	HOH
Section 117	Agreeing request to apply for order under S116	HOH
	<i>Interference with Highways and Streets</i>	
Section 130	Power to protect the rights of the public	HOH
Section 131	Power to deal with damage to the highway	HOH
Section 132	Power to remove unauthorised marks from highway.	HOH
Section 133	Power to make good damage to highway and recover expenses from person responsible	HOH
Section 136	Power to prevent damage to highway consequent on the exclusion of sun or wind	HOH
Section 138	Power to deal with unlawful erection of buildings, fences etc.	HOH
Section 139	Power to grant permission for builders' skip on highway	HOH
Section 140	Power to arrange for removal of builders' skips from highway	HOH
Section 141	Power to require removal of certain shrubs planted on or near highway	HOH
Section 142	Power to grant licences to plant trees etc.	HOH
Section 143	Power to require removal of structure from highway	HOH
Section 144	Power to erect flag poles etc. on highways	HOH
Section 145	Powers as to gates across highway	HOH
Section 148	Power to deal with unlawful deposits	HOH
Section 149	Power to remove things deposited on highway considered to be a nuisance	HOH
Section 150	Power to remove snow soil etc which has fallen on highway.	HOH
Section 151	Power to prevent soil etc being washed into street	HOH
Section 152	Power to require removal of projections from buildings and to carry out works in default and recover expenses	HOH
Section 153	Power to prevent doors etc opening out into street	HOH
Section 154	Power to lop vegetation overhanging highway	HOH

Section 155	Power to cut or fell dangerous trees etc near roads or footpaths	HOH
Section 156	Power to restrict powers of undertakers to break-up streets	HOH
Section 160(7)	Power to inspect undertakers works, and make requirements so as to prevent obstruction	HOH
Section 162	Power to deal with rope, wires etc across highway	HOH
Section 163	Power to prevent water falling or flowing onto highway	HOH
Section 164	Power to require removal of barbed wire	HOH
Section 165	Power to deal with dangerous land adjoining street	HOH
Section 166	Power to require owner of forecourt abutting street to fence forecourt	HOH
Section 167(2)	Power to approve erection of retaining wall	HOH
Section 167(5)	Power to serve notice requiring works to be carried out to wall to avoid danger	HOH
Section 169	Power to grant permission to scaffolding structures on highway	HOH
Section 170	Power to control mixing of mortar on highway	HOH
Section 171	Power to grant permission for temporary deposits on highway	HOH
Section 172	Power to grant erection of hoarding on highway	HOH
Section 173	Power to ensure hoarding is securely erected.	HOH
Section 176/177	Power to licence the erection of private bridges and other structures over the highway	AD-PEPP TL-TP
Section 180	<ul style="list-style-type: none"> • Power to give consent to the execution of works including provision of pavement lights and ventilators • Prepare and seek authority from relevant Court for stopping up orders under S116/7 of the Highways Act 1980 	
Section 181/182	Power to grant licences replacing etc of certain apparatus on or under a highway	AD-PEPP TL-TP
Section 184	Power to require vehicular cross-overs to be provided	HOH
Section 185	Powers to install storage bins etc in highway	HOH
	New Streets	

Sections 191/192	Power to pass or reject plans under byelaws	HOH
Section 196	Power to allow widening of existing street on one side only to less than prescribed width	HOH
Section 197	Power to require removal or alteration of work not in conformity with byelaws	HOH
	<i>Private Streets Code of 1892</i>	
Section 209	Power to deal with objections to provisional and final apportionments	HOH
Section 210	Power to amend specification, apportionment etc.	HOH
Section 211	Power to make final apportionment and deal with objectors	HOH
Section 212	Power to recover expenses and charge them on premises	HOH
	<i>Advance Payments Code</i>	
Section 219	Power to ensure that owner of new building proposed to be constructed makes an advance payment to the Council in respect of the cost of street works	HOH
Section 220	Duty to serve notice on owner requiring him to make an advance payment	HOH
Sections 221 and 222	Power to release part of an advance payment whose works have been carried out	HOH
Section 223	Duty to refund advance payment upon notice by owner that he is not proceeding with construction	HOH
	<i>General</i>	
Sections 226 and 227	Power to vary respective widths of carriageway/footpath in private street	HOH
Section 228	Power to apply to a magistrates court for an order to overrule objections to streets becoming maintainable highways	AD-PEPP TL-TP
Section 228	Power to adopt private streets after completion of works	AD-PEPP TL-TP
Section 229	Power to accept or refuse request of frontagers to adopt private street	AD-PEPP TL-TP
Section 230	Power to carry out urgent repairs to private street	HOH
Section 236	Power to agree contribution by Council to private frontagers expenses pursuant to street works	HOH

Section 256	Power to exchange land to adjust boundaries of highways	AD-PEPP TL-TP
Section 278	Power to negotiate terms with developers for implementation of works associated with redevelopment sites in the Borough.	AD-PEPP TL-TP
Section 278	The completion of relevant agreements in respect of the above.	AD-PEPP TL-TP
	<i>Miscellaneous & Supplementary Provisions</i>	
Section 286	Power to require that corner of building intended to be erected be rounded off in interests of road safety	HOH
Section 287	Power to provide barriers in streets	HOH
Section 288	Power to require gas and water pipes to be moved	HOH
Section 295	Power to dispose of materials removed from street at time of street works	HOH
Section 300	Power to use vehicles and appliances on footways and bridleways	HOH
Wildlife and Countryside Act 1981		
Section 53(2)	Power to make an Order, modifying the Definitive Map and Statement of Public Rights of Way in the Borough, whenever an "event" referred to in Section 53(3)(a) of the Act has occurred (creation or cessation of highway rights)	AD-PEPP TL-TP
Zoo Licensing Act 1981		
Section 4	Power to grant or refuse licences.	AD-Enf
Section 6	Power to renew licences.	AD-Enf
Section 7	Power to grant approval for transfer of licence to another person.	AD-Enf
Section 15	Power to determine fees and other charges for applications under sections 4, 6 and 7; and in respect of inspections under sections 10, 11 and 12.	AD-Enf
Section 16	Power to alter licences.	AD-Enf
Animal Health Act 1981		

Section 17(3)	Power to serve notice as to infected places and areas	AD-Enf
Section 18(1)	Power to communicate with Minister as to infected places and areas	AD-Enf
Section 18(2)	Power to specify time when infected place or area ceases to be infected	
Section 50(5)	Power to execute and enforce the Act and Orders of the Minister on behalf of the Authority by prosecution or otherwise	AD-Enf
Section 52(1)	Power to appoint inspectors and other officers for the purpose of the Act	AD-Enf
Section 52(2)	Power to assign duties	AD-Enf
Section 57	Power to bury carcasses washed ashore	AD-Enf
Greater London Council (General Powers) Act 1981		
Section 19	Powers to approve applications for the registration of persons and premises under Section 19 (Acupuncture etc)	AD-Enf
Local Government (Misc. Provisions) Act 1982		
Section 2 & Schedule 3	Power to inspect premises and process licence applications.	AD-Enf
Section 2 & Schedule 3	Power to determine and include conditions on unopposed applications for the renewal of a licence.	AD-Enf
Section 2 & Schedule 3	Power to determine applications for the temporary variation of conditions attached to a licence except for a variation which would enable a sex shop to open on a Sunday.	AD-Enf
Section 37	Temporary markets	AD-Enf
Greater London Council (General Powers) Act 1982		
Section 5	Power to control repair works to vehicles on highway.	HOH
Local Government (Misc. Provision) Act		

1982		
Sections 29 and 30	Power to serve notices and execute works	AD-Enf
Section 29	Power to board up vacant premises	AD-Enf
Section 33	Power to enter into and enforce agreements for the renovation of privately owned property.	AD-Enf
Litter Act 1983		
Section 5 & 6	Power to provide and maintain in any street or public place receptacles for refuse or litter; duty to make arrangements for their regular emptying and cleansing; power to put up notice about the leaving of refuse or litter.	HWM
Cycle Tracks Act 1984		
Section 4	<ul style="list-style-type: none"> • Power to provide safety barriers for cycle tracks • Power to: <ul style="list-style-type: none"> (a) carry out pre-order consultation for proposals approved by the appropriate Executive Member to convert public footpaths to cycle tracks; (b) make orders under the Cycle Tracks Act 1984 to give effect to the proposals and give and publish the necessary notices of making the order; and (c) confirm those orders, subject to no objections being received to the notices of making the orders. 	HOH *
Food Act 1984		
Section 54	Power to collect tolls and charges	AD-Enf
Section 55	Power to recover tolls and charges by legal action if necessary.	AD-Enf
Section 57	Power to provide weighing machines and scales.	AD-Enf
Road Traffic Regulation Act 1984		
Sections 6, 9, 10, 45, 46, 46A, 49 & 51	<ul style="list-style-type: none"> • Power to make and publish draft traffic regulation orders and give formal notice. • Power to carry out formal consultations on draft traffic regulation orders. • Power to implement unopposed traffic regulation orders including modifications 	HOH
Section 10(2)	Power to act as the specified Officer for reviewing experimental traffic schemes.	HOH

Section 14) Section 15) Section 16)	Power to make a temporary prohibition or restriction order in respect of traffic on roads.	HOH
Section 16(A)	Power in consultation with the appropriate Executive Member to approve and implement temporary road closures for special events, subject to at least half the cost being met by the applicant and the balance being met from the revenue budget for traffic and road safety schemes	HOH*
Section 21	Power to authorise carriage of excess weights on roads and bridges	HOH
Section 23	Power to establish, alter or remove pedestrian crossings	HOH
Section 65	Power and duties to place traffic signs on highway	HOH
Section 68	Power to place and maintain traffic signs.	HOH
Section 69	Power to remove traffic signs.	HOH
Section 84	<ul style="list-style-type: none"> • Power to devise and publish draft Speed Limit Orders and give formal Notice • Power to undertake formal consultations on draft Speed Limit Orders • Power to implement unopposed Speed Limit Orders including modifications 	HOH
Sections 99 to 102	Removal, disposal and charges for vehicles	HOH
Public Health (Control of Disease) Act 1984		
Section 13	Power to comply with Government regulations made in respect of notifiable diseases.	AD-Enf
Section 16	Power to declare further disease to be notifiable.	AD-Enf
Section 20	Power to compensate for stopping employment to prevent the spread of a notifiable disease.	AD-Enf
Section 22	Power to require a list of day scholars at school where notifiable disease exists.	AD-Enf
Section 23	Power to exclude children from places of entertainment or assembly with a view to preventing the spread of a notifiable disease.	AD-Enf
Section 24	Power to pay the expenses of disinfection (which is done under the Council's direction) of any article exposed to infection from notifiable disease and power to require from the occupier of a building in which a person is suffering from a notifiable disease the address of any laundry etc. to which articles have been/will be sent during the continuance of the disease for the	AD-Enf

	purpose of being washed or cleaned.	
Section 25	Power to cleanse library books exposed to infection from a notifiable disease.	AD-Enf
Section 26	Power to control the placing of infectious matter in dustbins and duty to give notice of the provisions of this Section to the occupiers of any house in which there is a person suffering from a notifiable disease.	AD-Enf
Section 28	Power to prohibit home work on premises where notifiable disease exists.	AD-Enf
Section 29, 30,33	Power to regulate certain matters relating to infectious diseases and duty to give notice to households known to be subject to infectious disease.	AD-Enf
Section 31	Power to cleanse and disinfect articles on premises to stop spread of infectious disease.	AD-Enf
Section 32	Power to remove temporary inmates of infected houses and to provide temporary shelter.	AD-Enf
Section 34	Power to regulate functions of public transport operators in regard to cases of notifiable disease and consequential duties of the authority with regard thereto.	AD-Enf
Section 37	Power to apply for the removal of infected persons to hospital.	AD-Enf
Section 38	Power to apply for order for detention in hospital.	AD-Enf
Section 41	Power to remove to hospital inmate of common lodging house suffering from a notifiable disease.	AD-Enf
Section 42	Power to apply for order closing common lodging house on account of notifiable disease.	AD-Enf
Section 46	Power to make provision re. the burial or cremation of the dead.	AD-Enf
Section 48	Power to dispose of dead bodies and to pay expenses.	AD-Enf
Section 50	Power to enter and inspect canal boats for specified purposes.	AD-Enf
Section 51	Power to carry into effect the provisions of this part of the Act and regulations made thereunder in respect of canals within the district.	AD-Enf
Section 51	Power to take prescribed steps with regard to infectious disease on canal boats.	AD-Enf
Section 54	Power to publish information relating to health or disease.	AD-Enf
Section 55	Power to enforce prohibition on rag shops etc. dealing in food and drink.	AD-Enf

Telecommunications Act 1984		
Sections 28 and 29	Power to enforce Sections 28 and 29 of the Act and the Regulations made thereunder concerning the sale and advertising for sale of telecommunications equipment	AD-Enf
Video Recordings Act 1984		
Section 16A	(a) Power to make test purchases	AD-Enf
	(b) Power to enter premises and inspect and seize goods and documents	AD-Enf
Greater London Council (General Powers) Act 1984		
Part VI	Power to register (and exempt) premises the subject of the Act and power of entry and inspection	AD-Enf
Building Act 1984		
Section 8,9	Power to agree with the Minister to relax building regulations in any particular case	AD-PEPP HBC
Section 16	Power to approve or reject building plan	AD-PEPP HBC Principal Buildings Surveyor
Section 19 and 20	Power to reject plans of buildings using short-lived materials or approve subject to time limiting or other conditions	AD-PEPP HBC Principal Buildings Surveyor
Section 21	Power to reject plans of new building without satisfactory provision for drainage	AD-PEPP HBC Principal Buildings Surveyor
Section 22	Power to require two or more buildings to be drained in combination	AD-PEPP HBC

		Principal Buildings Surveyor
Section 24	Power to reject plans of public/other buildings if no satisfactory exits or entrances provided	AD-PEPP HBC Principal Buildings Surveyor
Section 25	Power to reject plans submitted for building regulation consent if not provided with a sufficient supply of water	AD-PEPP HBC Principal Buildings Surveyor
Section 32	Power to declare plans to be of no effect after interval of three years without work being commenced	AD-PEPP HBC Principal Buildings Surveyor
Section 33	Power to test for conformity	AD-PEPP HBC Principal Buildings Surveyor
Section 35	To authorise on behalf of the Council action under section 35 (proceedings in court for breach of Building Regulations)	AD-PEPP HBC Principal Buildings Surveyor, Building Surveyors
Section 36	Power to require removal or alteration of works not in conformity with regulations or executed notwithstanding rejection of plans; and to carry out works in default and recover costs	AD-PEPP HBC

Section 37	Power to pay expenses reasonably incurred	AD-PEPP HBC
Section 39	Power to make representation to Minister in respect of appeals against refusal to relax regulations	AD-PEPP HBC
Section 47	To receive on behalf of the Council initial notice service under Section 47 of the Building Act 1984	AD-PEPP HBC Principal Building Surveyors
Section 50, 51, 52, 53, 54 and 56	To exercise the powers of the Council under these sections of the act	AD-PEPP HBC Principal Building Surveyors
Section 59	Power of service of notices under Section 59 relating to defective drainage, etc.	AD-PEPP HBC
Section 61	Power to ensure person intending to repair, reconstruct or alter underground drains gives notice to the Council.	AD-PEPP HBC
Section 62	Power to require the disconnection and resealing of drains	AD-PEPP HBC
Section 63	Power to lay information for improper construction or repair of water closet or drains.	AD-PEPP HBC
Section 64	Power to require owner to provide building with sufficient closet accommodation.	AD-PEPP HBC
Section 66	Power to require replacement of earth closets by water closets.	AD-PEPP HBC
Section 68	Power to control privately owned conveniences.	AD-PEPP HBC

Section 70	Power to require adequate food storage.	AD-PEPP HBC
Section 71	To authorise on behalf of the Council action under Section 71, ensuring that entrances, exits etc are provided in certain cases	AD-PEPP HBC Principal Building Surveyors
Section 72	Power to require owner of premises to make proper provisions for escape from fire in high buildings	AD-PEPP HBC Principal Building Surveyors
Section 73	Power to require the raising of chimney and flue heights	AD-PEPP HBC Principal Building Surveyors
Section 74	To act on behalf of the Council under section 74, construction of certain underground cellars or rooms	AD-PEPP HBC Principal Building Surveyors
Section 75	Power to give consent to the construction of cellars and rooms below subsoil water level	AD-PEPP HBC Principal Building Surveyors
Section 76	Power to serve a 9 day notice to remedy a nuisance.	AD-PEPP HBC Principal Building Surveyors

Section 76	Power to serve notice re defective premises.	AD-PEPP HBC Principal Building Surveyors
Section 78	Power to execute emergency measures to deal with dangerous buildings and to recover reasonable charges for doing them	AD-PEPP HBC Principal Building Surveyors
Section 79	Power to require works to be executed re dilapidated buildings and neglected sites	AD-PEPP HBC Principal Building Surveyors
Section 80-82	Power to serve notice re demolition works	AD-PEPP HBC Principal Building Surveyors Senior Building Surveyors
Section 84	Power to require yards/passages giving access to house to be paved and drained.	AD-PEPP HBC Principal Building Surveyors
Section 85	Power to consent to alterations of any court or yard entrance which restricts airflow to court or yard.	AD-PEPP HBC Principal Building Surveyors

Section 91	Power to enforce building regulations	AD-PEPP HBC Principal Building Surveyors
Section 95	Power to enter premises under Section 95.	AD-PEPP HBC Principal Building Surveyors Building Surveyors
Section 99	Power to carry out works in default and recover expenses involved under Section 99.	AD-PEPP HBC Principal Building Surveyors
Food and Environment Protection Act 1985		
Part 1	Powers in relation to contamination of food	AD-Enf
Cinemas Act 1985		
Section 1	Power to grant/amend annual licence or grant/amend/revoke occasional licence.	AD-Enf
Section 13	Power to authorise officers to undertake the inspections of premises and where necessary examine any records.	AD-Enf
Housing Act 1985		
Part XV	Grant for works of improvement, repair and conversion (in respect of recovery of grant due to be paid)	AD-Enf
Section 189	Power to require the repair of unfit houses	AD-Enf
Section 189(3) and 190(3)	Power to serve copy notices on any person having an interest in the house, the subject of Section 189 or 190 Notice	AD-Enf
Section 190	Power to require the repair of houses in disrepair	AD-Enf

Section 193	Power to execute works in default of repair and to recover costs	AD-Enf
Section 202	Power to give notice of proceedings to owners	AD-Enf
Section 246	Power to publish information of action proposed to be taken in Housing Action Area	AD-Enf
Section 254	Power to publicise and to inform persons of the declaration of a general improvement area	AD-Enf
Section 255	Powers to carry out works to land owned by the Council in general improvement areas	AD-Enf
Section 257	Power to publish information to the action the Council proposes to take in a general improvement area	AD-Enf
Section 258	Power to alter provisions as to general improvement areas	AD-Enf
Section 264	Power to serve notices and power to accept undertakings as to reconstruction or use of unfit houses, and to cancel undertaking	AD-Enf
Section 265	Power to make demolition or closing orders or to purchase houses where no undertaking is accepted	AD-Enf
Section 268	Power to serve notice of demolition or closing orders or of intention to purchase	AD-Enf
Section 270	Power to serve notice relating to a demolition order and power to recover costs of obtaining possession	AD-Enf
Section 271 and 272	Power to enforce demolition orders and power to recover costs	AD-Enf
Section 273	Power to cleanse before demolition	AD-Enf
Section 274	Power to permit reconstruction of a house condemned under a demolition order	AD-Enf
Section 275	Power to substitute a closing order for a demolition order	AD-Enf
Section 278	Power to approve use of premises subject to a Closing Order and duty to determine Closing Order when premises or part thereof made fit	AD-Enf
Section 279	Power to substitute a demolition order for a closing order	AD-Enf
Section 286	Power to recover possession of building subject to demolition order	AD-Enf
Section 287	Power to accept offer for sale and demolition of obstructive buildings	AD-Enf
Section 291	Power to deal with land acquired within or adjoining clearance area	AD-Enf
Section 296	Power to execute works in regard to the apparatus of statutory undertakers	AD-Enf
Section 300	Power to serve notice of determination to purchase	AD-Enf

Section 301	Power to temporarily retain unfit houses acquired by the local authority	AD-Enf
Section 304	Power to substitute a closing order for a demolition order and to serve notice of doing so	AD-Enf
Section 310	Power to issue certificates as to the condition of houses	AD-Enf
Section 330	Power to authorise the temporary use of a house by persons in excess of the permitted numbers	AD-Enf
Section 334	Power of local authority to inspect and to make reports and proposals as to overcrowding	AD-Enf
Section 335	Power to give information and certificates with respect to the permitted number of persons in relation to a house	AD-Enf
Section 339	Powers of enforcement	AD-Enf
Section 346	Power to make a register of houses in multiple occupation	AD-Enf
Section 352	Power to require execution of works in respect of defects in structure and equipment to a house in multiple occupation	AD-Enf
Section 354	Power to give directions as to overcrowding in houses in multiple occupation	AD-Enf
Section 358	Power to serve notice in respect of overcrowding in houses let in lodgings	AD-Enf
Section 365	Power by notice to require provision of means of escape from fire	AD-Enf
Section 368 paras 3 and 4	Power to secure that part of a house not used for human habitation	AD-Enf
Section 368(4) para 6	Houses in multiple occupation: means of escape from fire. Power to make closing order with regard to part of a house.	AD-Enf
Section 372	Power to require doing of work to make good neglect of proper standards of management	AD-Enf
Section 375	Power to carry out S.15 works in default and recover costs	AD-Enf
Section 383	Power to renounce possession of furniture in a house subject to a control order	AD-Enf
Section 385	Power when control order is in force	AD-Enf
Section 386	Power to prepare a scheme listing works involving capital expenditure	AD-Enf
Section 388	Power to equip house subject to a control order	AD-Enf
Section 397	Power to apply for a warrant to authorise entry to premises	AD-Enf
Section 586 and Sch 23	Power to make payments in respect of well maintained houses under directions of Secretary of State	AD-Enf

Section 586 and Sch 23	Power to make payments in respect of condemned houses which have been well maintained, and power to sign and serve notice stating that no payment falls to be made	AD-Enf
Section 604A	Power to make closing order as to part of a building	AD-Enf
Section 605	Power to inspect the district and take action concerning housing conditions	AD-Enf
Section 609	Power to enforce covenants against owner for the time being of land	AD-Enf
Schedule 13	Power to keep accounts and to recover capital expenditure	AD-Enf
Schedule 13	Powers where a control order is followed by a compulsory purchase order	AD-Enf
Schedule 23	Power to make payments in respect of partially well maintained houses or parts of buildings	AD-Enf
Local Government Act 1985		
Schedule 8, Paragraph 14	Allocate postal addresses in accordance with the Local Government Act 1985, the London Government Act 1963, Section 43 and the London Buildings Acts (Amendment) 1939 Part 2	AD-PEPP TL-TP
Weights and Measures Act 1985		
Sections 4 & 5	Power to provide and maintain standards	AD-Enf
Section 11	Power to direct manner in which equipment for verification is submitted and charge reasonable fees <ul style="list-style-type: none"> • If increase is in line with inflation • If increase is above rate of inflation to be determined by Director in consultation with the Executive Member 	AD-Enf TL-TS DEnv*
Section 18	Power to examine and certify keepers of public weighing equipment	AD-Enf
Section 19	Power to provide and maintain weighing equipment for public use.	AD-Enf
Section 38	Power of inspection with respect to certain goods	AD-Enf
Section 39	Powers of inspection with respect to documents	AD-Enf
Section 40	Powers of inspection with respect to goods carried on road vehicles	AD-Enf
Section 41	Power to check – weigh certain road vehicles	AD-Enf

Section 42	Power to make test purchases	AD-Enf
Section 52	Power to enforce Act	AD-Enf
Section 53	Power under Part V to enter premises, inspect and test equipment, inspect and test any goods, require assistance from any person, seize equipment, records, documents or goods, require information, make test purchases	AD-Enf
Section 63	Power of Inspectors to give instruction	AD-Enf
Section 72	Power to appoint Inspectors of Weights and Measures and Deputy Chief Inspector	AD-Enf
Section 74	<p>Power to make arrangements for the adjustment of Weights and Measures and charge a reasonable fee.</p> <p>Determine the fees to be charged for testing and reporting on accuracy of other weighting and measuring equipment on request.</p> <p>Determine the fees to be charged for the weighing or measuring of any goods on request.</p> <ul style="list-style-type: none"> • If increase is in line with inflation • If increase is above rate of inflation to be determined by Director in consultation with the Executive Member 	<p>AD-Enf</p> <p>TL-TS</p> <p>D Env*</p>
Section 76	<p>Power to determine fee for the verification of items in bulk.</p> <p>Power to determine fees to be charged for the services or facilities, authorisations, certificates or other documents provided or issued in pursuance of a community obligation.</p> <ul style="list-style-type: none"> • If increase is in line with inflation • If increase is above rate of inflation to be determined by Director in consultation with the Executive Member 	<p>AD-Enf</p> <p>TL-TS</p> <p>D Env*</p>

Section 77	Power to reduce fees	AD-Enf
Section 79	Inspectors powers under Part II & IV of the Act	AD-Enf
Section 83	Power to institute proceedings	AD-Enf
Landlord & Tenant Act 1985		
Section 1 - 3	Power to authorise prosecutions relating to failures to disclose information about landlord's identity, directors and assignments	AD-Enf
Sections 4 - 7	Power to authorise prosecutions relating to failures to disclose information about rent books	AD-Enf
Section 34	Power to authorise prosecutions relating to offences under the Act generally	AD-Enf
Greater London Council (General Powers) Act 1986		
Section 5	(1) Power to grant consent for demolition of works under street (S.5(1))	HOH
	(2) Power to serve notice requiring to deal with works demolished without consent in such manner as may be specified in the Notice (S.5(1))	HOH
	(3) Powers to prosecute for demolition of works under street in contravention of Section 5 (S.5(2))	HOH
Section 6	(1) Power to grant consent to erect or place any wall, barrier or obstruction which would prevent access to any vault, arch or cellar etc (S.6(1))	HOH
	(2) Power to serve Notice requiring removal of wall, barrier or obstruction which would prevent access to a vault, arch or cellar etc (S.6(1))	HOH
	(3) Power to prosecute any person who erects or places any wall, barrier or obstruction in contravention of the Section (S.6(2))	HOH
Section 7	(1) Power to grant consent to undertake infilling in any vault, cellar, underground room or storage area under street (S.7(1))	HOH
	(2) Power to serve notice requiring removal of infilling undertaken in contravention (S.7(1))	HOH
	(3) Power to prosecute any person who undertakes infilling in any vault, cellar, underground room or storage area in	HOH

	contravention of Section (S.7(2))	
Section 8	(1) Power to grant approval of erection of retaining walls as defined in Section 8(1) (S.8(2))	HOH
	(2) Power to prosecute for erection of retaining wall in contravention of S.8(2) (S.8(3))	HOH
	(3) Power to serve notice requiring works to be executed to a retaining wall which is in a dangerous condition (S.8(4))	HOH
Consumer Protection Act 1987		
Section 14	Power to serve suspension notice	AD-Enf
Section 16	Power to apply for forfeiture of goods	AD-Enf
Section 28	Power to make test purchases or secure the provision of any service, accommodation or facilities	AD-Enf
Section 29	Power to enter premises, examine procedures, inspect, seize and detain any goods, inspect, seize and detain any records	AD-Enf
Part III (section 35)	Power to authorise officers to undertake the inspections of premises and where necessary examine any records.	AD-PEPP HBC
Part IV	Power to grant/amend annual licence and grant/amend/ revoke occasional licence	AD-PEPP HBC
Copyright Designs and Patents Act 1988 Section 107	Power to investigate alleged offences of any article infringing copyright: (a) making for sale or hire (b) importing into the UK (c) possessing in the course of a business (d) selling etc in the course of a business (e) distributing an article infringing copyright	AD-Enf
Section 107A(1)	Power to enforce provisions of Section 107	AD-Enf
Section 107A(2)	Powers under Sections 27, 28 and 33 of Trade Descriptions Act 1968	AD-Enf
Section 198A(1)	Power to enforce provisions of Section 198	AD-Enf
Section 198A(2)	Powers under Sections 27, 28 and 33 of Trade Descriptions Act 1968	AD-Enf

Criminal Justice Act 1988 (Offensive Weapons) Order 1988		
Section 141	Power to inspect and investigate alleged offences in connection with the following matters:- (a) Manufacture for sale; (b) Selling, hiring, offering for sale, exposing or possessing; and (c) Importing into the United Kingdom.	AD-Enf
Education Reform Act 1988		
Section 215	(a) Power to enter premises (b) Power to require production of documents (c) Power to require information contained in a computer to be produced in a form which is visible and legible (d) Power to seize and detain anything which may be evidence	AD-Enf
Road Traffic Act 1988		
	Ensure all fleet items comply with the regulations set by the Secretary of State concerning the construction and use of vehicles, be responsible and observe the requirements of the Operator's Licences. All vehicles to be tested, non use of defective/unsuitable parts, have adequate insurance and keep records of vehicle inspections.	HWM
Section 17	Power to investigate and enforce provisions regulating the sale of protective helmets for motor cyclists	AD-Enf
Section 39	Duty to promote road safety	AD-SS
Section 42	Power to inspect and enforce regulations relating to construction and use of motor vehicles	AD-Enf
Section 70	Power to direct and to prohibit driving of laden goods vehicles	AD-Enf
Section 75	Power to investigate motor vehicles or trailer which have been sold or supplied in an unroadworthy condition	AD-Enf

Section 76	Power to investigate the fitting and supply of defective or unsuitable vehicle parts	AD-Enf
Section 78	Power to require and cause the weighing of motor vehicles either laden or unladen and enforcement thereof	AD-Enf
Section 81	Power to investigate and enforce provisions regulating the sale of motor cyclist eye protectors	AD-Enf
Health & Safety Enforcing Authority Regulations 1989		
Regulations 5 & 6	Power to agree local transfers and assignments of premises	AD-Enf
Road Traffic (Driver Licensing and Information Systems) Act 1989		
Section 12(7)	Power to receive the removal of any system apparatus in or under a public road	HOH
Local Government and Housing Act 1989		
Part VII	Renewal Areas (subject to the Housing Services Committee's designation of areas)	AD-Enf
Part VIII	Grants towards cost of improvements and repairs etc	AD-Enf
London Local Authorities Act 1990		
Part II	Power to bring a prosecution against any person where there is reasonable evidence that an offence has been committed. Power to issue provisional night cafe licences and full licences not operating beyond 12.30am and which are not the subject of unresolved objections.	AD-Enf
Part III	Power to issue street trading licences in respect of licence streets and to issue temporary licences. (Note: Delegated authority does not extend to licences and applications which stand referred	AD-Enf

	to the Licensing Applications Panel)	
Planning (Hazardous Substances) Act 1990		
Section 24	Power to issue a Hazardous Substances Contravention Notice	AD-PEPP GM-P HDC-E HDC-W
Town and Country Planning Act 1990		
Section 69	Duty to keep register of planning applications and decisions	AD-PEPP GM-P HDC-E HDC-W
Section 70	Power to determine applications for planning permission subject to the limitations on delegation set by the Planning Applications Sub-Committee (above).	AD-PEPP* GM-P * HDC-E * HDC-W *
Section 71	Power to consult on planning applications before determination	AD-PEPP GM-P HDC-E HDC-W
Section 106	Power to enter into planning obligations and agreements in accordance with, or to give proper effect to, existing decisions or policies of the Planning Applications Sub-Committee.	AD-PEPP GM-P HDC-E HDC-W
Section 107	Power to pay compensation for revocation or modification of planning permission after obtaining advice from the Head of Property Services and the Head of the Legal Service.	AD-PEPP GM-P HDC-E

		HDC-W
Section 110(4)	Duty to register compensation notices under Section 107 in the Local Land Charges Register	AD-PEPP GM-P HDC-E HDC-W
Section 127 (6)	Duty to transmit claim for compensation under Part V of the Act to the Secretary of State	AD-PEPP GM-P HDC-E HDC-W
Section 132(3)	Duty to register compensation notices under part V of the Act in the Local Land Charges Register	AD-PEPP GM-P HDC-E HDC-W
Section 139(1)	Duty to serve a "response notice" to a purchase notice served on the Council	AD-PEPP GM-P HDC-E HDC-W
Section 139(4)	Duty to transmit proposed "response notice" and purchase notice to Secretary of State	AD-PEPP GM-P HDC-E HDC-W
Section 146(1)	Power to refer to Lands Tribunal a counter-notice served under Section 145 of the Act	AD-PEPP GM-P HDC-E HDC-W
Section 151(1)	Power to serve a counter-notice objecting to a blight notice	AD-PEPP

		GM-P HDC-E HDC-W
Section 152(1)	Power to serve a further counter-notice specifying different objections to a blight notice	AD-PEPP GM-P HDC-E HDC-W
Section 159(1)	Power to serve counter-notice objecting to a blight notice requiring purchase of parts of agricultural units unaffected by blight under Section 158 of the Act	AD-PEPP GM-P HDC-E HDC-W
Section 169	Power to refer to the Secretary of State the question as to the identity of the "appropriate authority" in respect of a blight notice	AD-PEPP GM-P HDC-E HDC-W
Section 196a	Power to authorise officers to enter land without warrant	AD-ENF AD-PEPP
Section 196b	Power to apply for warrant to enter land	AD-ENF AD-PEPP
Section 198	Power to make Tree Preservation Orders	AD-PEPP GM-P HDC-E HDC-W
Section 198(2)	Power to give or refuse consent to carry out work in respect of trees subject to Tree Preservation Orders	AD-PEPP GM-P HDC-E

		HDC-W
Section 199(1)	Power to confirm Tree Preservation Orders with or without modification	AD-PEPP GM-P HDC-E HDC-W
Section 199(2)	Duty to observe regulations in respect of Tree Preservation Orders	AD-PEPP GM-P HDC-E HDC-W
Section 201	Power to make provisional Tree Preservation Orders which take immediate effect.	AD-PEPP GM-P HDC-E HDC-W
Section 203	Duty to pay compensation in respect of refusal of consent or grant of consent subject to conditions to carry out work in respect of trees subject to a Tree Preservation Order	AD-PEPP GM-P HDC-E HDC-W
Section 206 (2)	Power to dispense with duty to replace trees removed, uprooted or destroyed in contravention of a Tree Preservation Order	AD-PEPP GM-P HDC-E HDC-W
Section 207	Power to serve notice (replanting notice) requiring replacement of trees subject to a Tree Preservation Order	AD-ENF
Section 215	Power to serve notice requiring the proper maintenance of land	AD-Enf
Section 239	Power to use and develop consecrated land and burial ground	AD-PEPP GM-P

		HDC-E HDC-W
Section 330(1)	Power to serve notice requiring information as to the nature of interest in the premises, the name and address of any other person having an interest, the purpose for which the premises is used etc	AD-ENF
Section 247	Power to submit a holding objection, on behalf of the Local Highway Authority, in respect of applications to the Secretary of State to stop up highways for development until such time as the proposed stopping-up can be reported for a formal decision	AD-PEPP TL-TP
Planning (Listed Buildings & Conservation Area) Act 1990		
Section 28	Duty to pay compensation consequential upon revocation or modification of listed building consent	AD-PEPP GM-P HDC-E HDC-W
Section 29	Duty to pay compensation for loss or damage caused by service of a building preservation notice	AD-PEPP GM-P HDC-E HDC-W
Section 53	Power to make arrangements for the management or disposal of building or land acquired under the Act	AD-PEPP GM-P HDC-E HDC-W
Section 54	Power to execute works urgently necessary for the preservation of an unoccupied listed building	AD-PEPP GM-P HDC-E HDC-W

Section 55	Power to recover costs incurred in executing works under Section 54 of the Act	AD-PEPP GM-P HDC-E HDC-W
Section 67	Duty to publicise application for planning permission for any development of any land that would affect the setting of a listed building.	AD-PEPP GM-P HDC-E HDC-W
Section 73	Duty to publicise applications for planning permission for any development of any land which would affect the character or appearance of a conservation area.	AD-PEPP GM-P HDC-E HDC-W
Environmental Protection Act 1990		
Section 6(1)	Power to grant authorisation subject to conditions or refuse application.	AD-Enf
Section 6(6)	Power to review conditions.	AD-Enf
Section 8(8)	Power to revoke authorisation on failure to pay charge.	AD-Enf
Section 10(1)	Power to vary authorisation and duty to do so to comply with requirements of Section 7.	AD-Enf
Section 10(2)	Power to notify variation in authorisation and serve notice.	AD-Enf
Section 10(5)	Power to notify holder of opinion that substantial change in process will be involved.	AD-Enf
Section 11(2)	Power to determine in accordance with section and notify holder of the authorisation.	AD-Enf
Section 11(3) and (4)	Power to notify holder of variation proposed.	AD-Enf
Section 11(8)	Power to vary conditions.	AD-Enf
Section 12(1) and (2)	Power to revoke authorisation.	AD-Enf
Section 12(4)	Power to withdraw revocation notice or vary the date of such.	AD-Enf
Section 13(1)	Power to serve an enforcement notice.	AD-Enf

Section 14(1)	Power to serve a prohibition notice.	AD-Enf
Section 14(5)	Power to withdraw prohibition notice.	AD-Enf
Section 20(1)	Duty to maintain register	AD-Enf
Section 20(7)	Duty to secure availability of register for public inspection	AD-Enf
Section 22(2)	Power to determine confidentiality or otherwise of information.	AD-Enf
Section 46(1)	Power to serve Notice on an occupier of premises to require waste for collection to be placed in receptacles of a kind and number specified.	AD-Enf
Section 46(3)(c) and (d)	Power in respect of the provision of receptacles to require an occupier to provide them if he fails to enter into an agreement to purchase receptacles from by the authority, or require an occupier to provide them outright.	AD-Enf
Section 46(4)	<p>Power to serve Notice on an occupier of premises making provision for:-</p> <ul style="list-style-type: none"> the size, construction and maintenance of receptacles the placing of receptacles for the purpose of facilitating emptying, and access to receptacles the placing of receptacles on highways the substances or articles which may or may not be put into receptacles or compartments of receptacles of any description and the precautions to be taken in respect of particular substances or articles the steps to be taken by occupier of premises to facilitate the collection of waste from the receptacles. 	AD-Enf
Part IIA		
Section 78B	Duty to identify etc contaminated land in its area.	AD-Enf
Section 78C	Duty to identify etc contaminated land as a special site.	AD-Enf
Section 78D	Duty to refer special site decision to Secretary of State.	AD-Enf

Section 78E	Duty to serve a remediation notice in relation to contaminated land.	AD-Enf
Section 78H	Duty to prepare and publish a remediation declaration, statement or notice.	AD-Enf
Section 78N	Power to carry out remediation.	AD-Enf
Section 78P	Power to recover reasonable costs and to serve charging notices.	AD-Enf
Section 78R	Duty to maintain and make available to the public a register relating to contaminated land.	AD-Enf
Section 78S(3)	Duty to notify Secretary of State of any information excluded from the register.	AD-Enf
Section 78T(2)	Duty to give notice that information obtained might be commercially confidential and to determine accordingly.	AD-Enf
Section 78U	Duty to furnish the appropriate Agency with information.	AD-Enf
Section 78V	Duty of Local Authority to furnish the appropriate Agency with information.	AD-Enf
Section 79	Power to cause area to be inspected from time to time and to investigate complaints	AD-Enf
Section 80	Power to serve abatement notice	AD-Enf
Section 80A	Power to serve and enforce Abatement Notices to deal with noise in the street.	AD-Enf
Section 81(3)	Power to abate a nuisance and do whatever may be necessary in execution of the notice	AD-Enf
Section 81(4)	Power to recover expenses reasonably incurred.	AD-Enf
Section 81(5)	Power to take proceedings in the High Court to secure the abatement, prohibition or restriction of the nuisance.	AD-Enf
Section 87	Power to institute proceedings for the offence of leaving litter.	AD-Enf
Section 92(1)	Power to serve a litter abatement notice.	AD-Enf
Section 92(6)	Power to institute proceedings for the failure to comply with or contravention of a notice.	AD-Enf
Section 92(9)	Power to enter on land and clear litter or refuse and recover expenditure.	AD-Enf
Section 93(1)	Power to issue street litter control notices	AD-Enf
Section 95(1)	Duty to maintain register	AD-Enf
Section 99 and Schedule 4	Power to remove and store abandoned shopping and luggage trolleys in accordance with the provisions of Schedule 4	AD-Enf
Section 143	Duty to compile and maintain a public register of land subject to contamination	AD-Enf

		HWM
Part IV	Litter etc.	AD-Enf
Part VII	Control of dogs	AD-Enf
Food Safety Act 1990		
Section 5	Power to authorise officers	AD-Enf
Section 6	Power to enforce the Act	AD-Enf
Section 18	Power to licence Milk Dealers	AD-Enf
Section 19	Power to register premises	AD-Enf
Section 32	Power to enter premises	AD-Enf
London Local Authorities Act 1990 Part III		
Section 23, 24	Power to issue street trading licences and designate pitches for the purpose of street trading.	AD-Enf
Section 38	Power to enforce illegal trading	AD-Enf
Section 239	Power to use and develop consecrated land and burial ground	HDC
Section 247	Power to submit a holding objection, on behalf of the Local Highway Authority, in respect of applications to the Secretary of State to stop up highways for development until such time as the proposed stopping-up can be reported for a formal decision	AD-PEPP TL-TP
London Local Authorities Act 1991		
Section 23	Audible intruder alarms	AD-Enf
Part II	Special treatment of premises	AD-Enf
Local Authorities Traffic Orders (Exemptions for Disabled Persons) (England and Wales)(Amendment) Regulations 1991	Power to provide parking places on the highway for disabled persons (subject to conditions)	HOH

New Roads & Street Works Act 1991		
Section 50	Power to issue street works licences	HOH
Section 76	Power to recover costs incurred in making temporary Traffic Orders on behalf of statutory undertakers	HOH
Land Drainage Act 1991		
Section 14(2)	Power to maintain existing works, improve existing works and construct new works	HOH
Section 14(3) & 22	Power to apply to Minister to enter upon land to execute drainage works	HOH
Section 15	Power to dispose of matter removed during execution of works	HOH
Section 17(1)	Power to apply to National Rivers Authority to carry out drainage works	HOH
Section 20(2)	Power to enter into agreements to carry out drainage works at other person's expense	HOH
Section 25	Power to serve notices requiring works for maintaining the flow of watercourses and to recover expenses	HOH
Water Industry Act 1991		
Section 84	Power to authorise appropriate officers to exercise the powers of entry	AD-Enf
Section 85	Power to serve on any person a notice requiring them to furnish information	AD-Enf
Section 115	Power to agree use of highway drains	AD-Enf
The Meat Products (Hygiene) Regulations 1992	Power to enforce the provisions of the regulations and process applications for approval of premises	AD-Enf
Clean Air Act 1993		
Section 4	Power to approve furnaces	AD-Enf
Section 7	Power to exempt some furnaces from requirement to fit arrestment plant	AD-Enf
Section 9	Power to approve arrestment plant	AD-Enf
Section 10	Power to require certain requirements to be met re grit	AD-Enf
Section 11	Power to record measurement of grit etc. from furnace	AD-Enf
Section 12	Power to require information re furnaces and fuel consumed	AD-Enf

Section 15	Power to approve height of chimneys according to specification	AD-Enf
Section 16	Power to regulate height of chimneys (not furnace chimneys) to prevent pollution	AD-Enf
Section 18	Power to make order in respect of smoke control area	AD-Enf
Section 19	Power to submit proposals for smoke abatement on Minister's direction and enforce proposals if approved	AD-Enf
Section 24	Power to serve notice on occupier or owner of a dwelling in a smoke controlled area requiring adaptations to the dwelling	AD-Enf
Section 26	Power to contribute towards adaptations of fireplaces etc.	AD-Enf
Section 30	Power to enforce regulations concerning the composition and content of motor fuel, including power of entry, inspection, seizure and purchasing	AD-Enf
Section 31	Power to enforce Regulations concerning Sulphur Content of Oil fuels	AD-Enf
Section 34	Powers to undertake/arrange for research and publicity re atmospheric pollution	AD-Enf
Section 34	Powers to arrange lectures, displays etc in connection with the research and publicity of pollution	AD-Enf
Section 36	Power to obtain information from occupants about emission of pollutants from premises into air	AD-Enf
Section 45	Power to make certain exemptions in respect of industries creating pollution for the purposes of investigations and research	AD-Enf
Section 51	Power to notify occupiers of offences	AD-Enf
Section 55	Power to enforce the Act	AD-Enf
Section 56	Power to authorise persons to enter land or vessel	AD-Enf
Section 58	Power to serve notice requiring information	AD-Enf
Criminal Justice and Public Order Act 1994		
Section 77	Power to give direction to leave Council owned land and recommend to the Head of Legal Services the instructions of proceedings for failure to comply or for re-entry onto the land	AD-Enf
Section 78	Power to recommend to the Head of Legal Services that a complaint be made to the Magistrates Court for an order for the removal	AD-Enf

	of persons and vehicles from Council owned land	
Sunday Trading Act 1994		
Schedule 2 Part 1	Power to enforce the provisions of Schedules 1, 2 & 3	AD-Enf
Trade marks Act 1994		
Section 93(1)	Power to enforce provisions of Section 92	AD-Enf
Section 93(2)	Powers under Sections 27, 28 and 33 of Trade Descriptions Act 1968	AD-Enf
London Local Authorities Act 1994		
Section 4	Distribution of free literature	AD-Enf
Section 6	Street trading	AD-Enf
London Local Authorities Act 1995		AD-Enf
Part V	Power to grant Door Supervisors' Permits with reasonable conditions attached for unopposed applications.	AD-Enf
Part XI (11)	Power to issue a notice under Section 11 of the London Local Authorities Act 1995 (p.82)	AD-PEPP GM-P HDC-E HDC-W
Town and Country Planning (General Permitted Development) Order 1995		
Schedule 2, Part 24 & 25.	Power to determine applications for development by telecommunications code system operators.	AD-PEPP GM-P HDC-E HDC-W
Schedule 2, Part 31	Deciding any application for a determination of whether the prior approval of the authority will be required to the method of a proposed demolition and any proposed restoration of the	AD-PEPP GM-P

	site.	HDC-E HDC-W
Environment Act 1995		
Part II	Contaminated land	AD-Enf
Part IV	Air quality	AD-Enf
Section 108	Enforcement	AD-Enf
Section 113	Disclosure of information	AD-Enf
The Party Wall etc Act 1996.		
Section 10(8)	Power to appoint independent surveyor in neighbour disputes concerning party walls etc.	AD-E,P&P HBC
Removal and Disposal of Vehicle Regulations 1996		
Section 5	Power of Local Authority to remove certain vehicles.	HP
Dogs (Fouling of Land) Act 1996		
Section 4	<ul style="list-style-type: none"> • Power to take enforcement action including issuing fixed penalty notices under Section 4 of the Act • Power to authorise in writing an "authorised officer" to issue fixed penalty notices under Section 4 of the Act 	AD-Enf
Housing Grants, Construction and Regeneration Act 1996 Part I		
Section 6(2)	Power to determine that works include works eligible for assistance under Part XVI of the Housing Act 1983	AD-Enf
Section 7	Power to determine that applicant has owner's interest or is a qualifying tenant	AD-Enf
Section 10	Power to determine that ownership and tenancy conditions were met throughout qualifying period	AD-Enf
Section 13(1)	Power to approve Renovation Grants	AD-Enf
Section 14	Power to determine that the required proportion of flats in a building are occupied by tenants	AD-Enf

Section 15	Power to determine that applicant has owner's interest or consists of 75% tenants	AD-Enf
Section 18	Power to approve Common Parts Grants	AD-Enf
Section 19	Power to determine that applicant has owner's interest or is a tenant	AD-Enf
Section 24	Power to approve Disabled Facilities Grants	AD-Enf
Section 25	Power to determine that applicant has owner's interest	AD-Enf
Section 28	Power to approve HMO Grants	AD-Enf
Section 29	Power to determine that grant should be paid after works commenced	AD-Enf
Section 31	Power to determine amount of grant	AD-Enf
Section 32	Power to determine amount of grant attributable to applicant	AD-Enf
Section 33	Power to determine amount of Disabled Facilities Grant above maximum (including the establishment of instalment payments)	AD-Enf
Section 34	Power to determine eligible works, expenses, preliminary or ancillary charges and amount of grant and any redetermination of this amount	AD-Enf
Section 35	Power to determine instalments	AD-Enf
Section 40	Power to determine that Grant be repaid	AD-Enf
Section 41	Power to determine that Grant be terminated	AD-Enf
Section 42	Power to determine that Grant be terminated	AD-Enf
Section 43	Power to determine that Grant be repaid	AD-Enf
Section 57	Power to determine that works should be carried out	AD-Enf
Section 86(and Housing Act 1996 S.76)	Power to serve preliminary notice (minded to notice) in relation to Sections 189, 190, 352 and 372 of the Housing Act 1985.	AD-Enf
Housing Act 1996		
Part II	Houses in Multiple Occupation In particular: - House Renovation Grants - Authority to redetermine approval of grants (1989 Act) for improvement, repair and conversion generally, subject to the	AD-Enf

	<p>Housing Services Committee's policy as to availability and value of grant aid as agreed on 2 July 1991 and amended on 5 April 1993 and 7 February 1994</p> <ul style="list-style-type: none"> - Authority to approve grants (1996 Act) for improvement, repair and conversion generally, subject to the Housing Services Committee's policy as to availability and value of grant aid as agreed on 10 March 1997 - Determination under section 110(2) of the 1989 Act and section 31 of the 1996 Act, of the amount of grant paid to landlords - Extension of time to complete grand aided works up to two years after date of approval - Recovery of grant monies where works have not been completed within agreed period, but where action to recover taken more than two years after date of approval of grant, any stay of execution to be limited to a period of 3 months - Recovery of grant monies in cases where established breach of grant conditions relating to owner-occupation and availability for letting - Consideration of any circumstances which affect an individual case, and apply discretion in accord with general criteria for approval and processing of applications as agreed by the Housing Services Committee on 10 March 1997 - Making, approval and enforcement of registration schemes - Notices requiring execution of works and recovery of expenses 	
Protection from Harassment Act 1997		
Sections 1 - 2	Power to authorise prosecutions for harassment	AD-Enf
Section 4	Power to authorise prosecutions for putting people in fear of violence	AD-Enf
Section 5	Power to apply for, and functions relating to, restraining orders	AD-Enf
Vehicle Excise Duty Regulations 1997		
	Monitoring motor vehicle excise licences and enforcing action rectifying any infringements	Team Leaders Technical Officers

Building (Local Authority Charges) Regulations 1998		
	Authority to revise scale of charges (in consultation with the Executive Member, Environment)	AD-PEPP* GM-P* HDC-E* HDC-W*
Local Authorities (Transport Charges) Regulations 1998		
Section 16(A)	Power in consultation with the Executive Member, Environment to approve and implement temporary road closures for special events, subject to at least half the cost being met by the applicant and the balance being met from the revenue budget for traffic and road safety schemes.	HOH*
	Power to charge and recover the Council's costs in making temporary Traffic Regulation Orders and Notices, suspending parking places and in respect of other matters covered by the Regulations and which fall within the remit of the Executive Member, Environment.	HOH
Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999		
	<ul style="list-style-type: none"> • Power to adopt a screening opinion i.e. to determine whether or not development is "EIA development", within the meaning of the Regulations. • Power to adopt a scoping opinion on the information or matters to be covered by an environmental statement. • Powers to seek further information or to secure compliance with the Regulations. 	AD-PEPP GM-P HDC-E HDC-W
Food Safety (General Food Hygiene) (Butchers' Shops) Amendment Regulations 2000		

	Power to grant, refuse, revoke or suspend a licence	AD-Enf
Regulation of Investigatory Powers Act 2000		
Part II	Authorisation of all action related to surveillance for the detection of crime	AF-Enf
London Local Authorities Act 2000		
Part II	- Enforcement of powers relating to parking controls	HP
Part III	- Enforcement of powers relating to waste control and litter	HWM AD-Enf
Section 45	<ul style="list-style-type: none"> - To act on behalf of the Council in taking emergency measures to deal with dangerous buildings. - To act on behalf of the Council to make representations to a Magistrate's Court in respect of dangerous buildings or structures 	AD-PEPP HBC Principal Building Surveyors Senior Building Surveyors
Criminal Justice and Police Act 2001 (in relation to under-age sales of alcohol)		
Part 1 – Chapter 2	Enforcement in relation to under-age sales of alcohol	AD-Enf
The Regulatory Reform (Housing Assistance) Order 2002		
Article 3	Power to provide assistance for the acquisition, improvement, repair, demolition or replacement of living accommodation in accordance with adopted policies	AD-Enf
Articles 4-7	Functions in relation to supplementary and protective provisions and the provision of information and evidence. The adoption of policy for the provision of housing assistance is reserved to The Executive or the relevant Executive Member	AD-Enf
London Local Authorities and Transport for London Act 2003		

Section 4	Power to serve penalty charge notices	HP
Section 5	Powers in relation to contraventions of lorry ban order	HP
Section 6	Further powers in relation to service of penalty charge notices	HP
Section 8	Power to serve fixed penalty notices	HP
Section 16	Powers in relation to vehicle crossings over footways	HP
Section 17	Powers in relation to removal of things deposited on the highway	HP
Section 21	Power to appoint authorised officers under this Act	HP
Licensing Act 2003	(Delegations only to be effective from coming into operation of the relevant statutory functions)	
Section 8	Duty to keep register of prescribed licensing information	AD-Enf
Sections 13, 69, 108 and 179	Power to appoint authorised persons or officers for purposes of this Act	AD-Enf
Part 3	- Powers in relation to Premises Licences, and in particular: Applications for, and the grant, duration, variation, updating, transfer and review of, licences and Provisional statements, interim authority notices and inspection of premises.	AD-Enf
Part 4	- Powers in relation to Club Premises Certificates, and in particular: Applications for, determinations relating to, and the grant, duration, variation, updating, withdrawal and review of, certificates	AD-Enf
Part 5	- Powers in relation to Permitted Temporary Activities, and in particular: Temporary Event Notices and objections, modifications, rights of entry and copies	AD-Enf
Part 6	- Powers in relation to Personal Licences, and in particular: Applications for, and the grant and renewal of, licences including notification of changes and convictions	AD-Enf
Parts 7, 8 and 9	- All local authority powers in relation to offences, closure of premises and miscellaneous and supplementary matters	AD-Enf
	Under the Act the functions listed below are excluded from the delegations above and reserved to the Licensing Sub-Committees	

	Functions reserved to Licensing Sub-Committees	
Section 18(3)	Determination of applications for premises licences where relevant representations have been made	
Section 31(3)	Determination of applications for provisional statements where relevant representations have been made	
Section 35(3)	Determination of applications for variations of premises licences where relevant representations have been made	
Section 39(3)	Determination of applications to vary designated premises supervisors following police objections	
Section 44(5)	Determination of applications for transfer of premises licences following police objections	
Section 48(3)	Consideration of police objections made to interim authority notices	
Section 72(3)	Determination of applications for club premises certificates where relevant representations have been made	
Section 85(3)	Determination of applications to vary club premises certificates where relevant representations have been made	
Section 105(2)	Decisions to give counter notices following police objections to temporary event notices	
Section 120(7)	Determination of applications for grants of personal licences following police objections	
Section 121(6)	Determination of applications for renewals of personal licences following police objections	
Section 124(4)	Decisions on revocation of personal licences where convictions come to light after grant	

Trading Standards - List of Public Protection Statutes

All enforcement functions relating to the public protection under the following legislation are delegated to the Assistant Director for Enforcement, the Team Leader Trading Standards and Principal Trading Standards Officers.

Pedlars Act 1871
Parks Regulation Act 1872
Agricultural Products (Grading and Marketing) Act 1928
Sunday Entertainment Act 1933
Trade Marks Act 1938
Hypnotism Act 1952
Trading Representations (Disabled Persons) Act 1958-1972
Mock Auctions Act 1961
Farm and Garden Chemicals Act 1967
Private Places of Entertainment (Licensing) Act 1967
Theft Acts 1968-1978
Administration of Justice Act 1970
Agriculture Act 1970
Trade Descriptions Act 1972
Hallmarking Act 1973
Solicitors Act 1974
Energy Act 1976
Greater London Council (General Powers) Acts 1976
Aerosol Dispensers (EEC Requirements) Regulations 1977
Measuring Container Bottles (EEC Requirements) Regulations 1977
Insurance Brokers (Registration) Act 1977
Deer Act 1980
Energy Conservation Act 1981
Criminal Attempts Act 1981
Forgery and Counterfeiting Act 1981
Classification, Packaging and Labelling of Dangerous Substances Regulations 1984
Business Names Act 1985
Eggs (Marketing Standards) Regulations 1985
Companies Act 1985
Intoxicating Substances (Supply) Act 1985
Protection of Children (Tobacco) Act 1986
Crossbows Act 1987
Fire, Safety and Safety of Places of Sports Act 1987
Motor Cycle Noise Act 1987
Scotch Whisky Act 1988
Measuring Instruments (EEC Requirements) Regulations 1988
Road Traffic Act 1991 and Regulations made thereunder
Property Misdescriptions Act 1991
Dangerous Dogs Act 1991
Children and Young Persons (Protection from Tobacco) Act 1992

The Safety of Machinery Regulations 1992
Timeshare Act 1992
Noise and Statutory Nuisance Act 1993
Radioactive Substances Act 1993
Trade Marks Act 1994
London Local Authorities Act 1995
Noise Act 1996
The Non-Automatic Weighing Instruments Regulations 2000
The Common Agricultural Policy (Wine)(England) Regulations 2001
The Organic Products Regulations 2002
Tobacco Advertising and Promotion Act 2002
Enterprise Act 2002
Products of Animal Origin (Third Country Imports) (England) Regulations 2002
The Personal Protective Equipment (EC Directive) Regulations 2002
The Chemicals (Hazard Information and Packaging for Supply) Regulations 2002
Fireworks Act 2003

Section 5 Education Services - Schemes of Delegation

To the Director of Education Services

All Education Services functions of the Council, except those powers and responsibilities undertaken by the Executive or Executive Member with this portfolio or reserved to the Council. Excluded from this delegation are:

- i) Local Management of Schools – significant variations to the Scheme and any cases of a withdrawal of delegated powers;
- ii) The adoption of a syllabus of religious education on the recommendation of the Standing Advisory Council on Religious Education (SACRE);
- iii) Determination of Discretionary Awards
- iv) Establishment or discontinuance of Schools

Included in this delegation are the statutory and non-statutory functions also delegated to the designated officers as listed below.

To the Principal Education Welfare Officers

Authorising all enforcement functions, prosecutions and legal prosecutions in the area of operational responsibility of the post including legislation relating to school attendance.

Schedule of abbreviations used in the Scheme of Delegations for the Education Service	
Director of Education Services	DES
Deputy Director-School Improvement & Inclusion	DD-SI&I
Deputy Director-Resources & Community Services	DD-R&CS

Non-statutory delegations

Further Education Matters	
1. Power to approve applications from full-time youth workers employed by the Borough to accompany youth groups on residential visits as part of their official duties subject to the time spent on such visits not exceeding 10 working days in any year and each individual residential visit not exceeding 5 working days.	DES
2. Power to approve arrangements for youth service leadership and other training courses.	DES
School Matters	
1. Power to deal with application for compensation in respect of lost or stolen property belonging to pupils whilst at school. Where payment exceeds £70, the Executive Member for Education shall be consulted.	DD-SI&I*
2. Power to consider applications and grant assistance towards the cost of boarding education within the agreed criteria.	DD-SI&I
3. Power to place children with special educational needs at suitable residential schools as and when necessary.	DD-SI&I
4. Power to consider and decide upon applications by teaching staff for leave of absence.	DD-SI&I
5. Power to approve school journeys and payment of assistance to pupils and teachers in accordance with the approved regulations for such journeys.	DD-SI&I

6. Power to enforce requirements regarding school attendance and the employment of children or young persons and discretion to institute a Parenting Order as an alternative to prosecution for non-attendance.	DD-SI&I
7. Power to vary the teacher/pupil ratio for staff accompanying children from Special Schools or classes.	DD-SI&I
8. Power to make exceptions for urgent medical or social reasons to the policy of admissions of pupils below statutory school age.	DD-SI&I
9. Power to increase price of school meals to meet inflation.	DD-R&CS
10. Power to authorise a review of the group of a special school in response to representations from the governors of the head teacher of the school.	DES
11. Power to determine the school term and holiday dates including in-service training days for any community, community special or voluntary controlled school.	DD-R&CS
12. Power to undertake the appointment of appraisers of head teachers.	DD-SI&I
13. Authority to determine response to governing bodies in respect of teachers below head teacher, secondary deputy head or posts of comparable level in respect of premature retirement.	DD-SI&I
14. Authority to agree to the LEA meeting the costs of the employers' contribution in appropriate cases of teachers stepping down.	DES
Educational Development Matters	
1. Power to approve the acceptance of any tender for a minor works project which exceeds the approved estimated cost by up to 10% and to utilise as necessary the contingency sum in this respect.	DD-R&CS
2. Power to take action for the security of educational premises to prevent damage and trespass at schools.	DD-R&CS
3. Power to determine the future siting of mobile classrooms having regard to the amount allocated for this purpose in the approved estimates and to the proved need for such accommodation.	DD-R&CS
4. Power to approve the occupation of residential properties on education land.	DD-R&CS
5. Power to agree on appropriate charges in exceptional circumstances and settle questions of interpretation re letting of education premises.	DD-R&CS
6. Power to approve voluntary projects for buildings where a loan is not required; the proposal does not involve an additional teaching space; the proposed building is in permanent, traditional or pre-fabricated concrete construction and the Chief Executive and Director of Finance is satisfied that the revenue implications of the proposed development can be contained within the appropriate budget.	DD-R&CS
7. Power to apply for deemed planning permission for all appropriate building projects provided that the project is within an approved programme or, in the case of the projects which are the responsibility of schools or the college under the schemes of local management, that an appropriate resolution has been passed by the governing body approving the project.	DD-R&CS
8. Power to determine each year for schools not having a delegated budget the standard charge for the various categories of lettings within the approved scheme of lettings.	DD-R&CS
9. Power to implement the provisions of uncontested statutory notices.	DES

Specific Statutory Delegations

Local Government (Records) Act 1962		
Section 1	Power to promote adequate use of records	DD-R&CS
Section 2	Power to acquire by agreement or accept by way of gift records of local interest	DD-R&CS
Children and Young Persons Act 1963		
Section 37	Power to grant licences to children below statutory school age for child performances	DD-SI&I
Section 39	Power to revoke such licences	DD-SI&I
Children Act 1989		
Section 36	Power for application for education supervision	DD-SI&I
Section 39	Power for discharge/variation of care and supervision orders	DD-SI&I
Schedule 3	Power for implementation of Education Supervision Orders	DD-SI&I
Education Act 1996		
Section 29	Duty to make such reports to the Secretary of State as required	DES
Section 316	Duty to educate in mainstream school subject as provided	DD-SI&I
Section 317	Duties in relation to pupils with special educational needs	DD-SI&I
Section 318	Power to supply goods and services in connection with special education needs	DD-SI&I
Section 319	Power to arrange special educational provisions other than in schools	DD-SI&I
Section 320	Power to make arrangements for statemented children outside England and Wales	DD-SI&I
Section 321	General duty towards children to identify special education needs	DD-SI&I
Section 323	Duty to serve notice of proposal to assess, etc.	DD-SI&I
Section 324	Duty to make statement of educational needs	DD-SI&I
Section 325	Duty to notify parent of decision not to make a statement	DD-SI&I
Section 327	Power to authorise person to have access to monitor special education provision	DD-SI&I

Section 331	Power to assess a child under the age of 2	DD-SI&I
Section 437	Power to serve school attendance order	DD-SI&I
Section 438	Duty to serve notice of intention to serve order	DD-SI&I
Section 439	Duties in relation to specification of school in notice	DD-SI&I
Section 453	Power to recover examination fees	DD-R&CS
Section 458	Power to remit charges for board and lodging at boarding schools	DD-R&CS
Section 508	<ul style="list-style-type: none"> • Power to secure facilities etc. and power to establish, maintain and manage or assist with camps, holiday classes, playing fields, play centres and other places for recreation and training. • Duty to secure that the facilities for primary & secondary education, include adequate facilities for recreation and social and physical training. 	DD-R&CS
Section 509	Duty to provide transport	DD-R&CS
Section 509a	Power to provide child with travelling assistance	DD-R&CS
Section 510	Power to require parents to pay according to their means a sum not exceeding the cost to the Authority of providing the clothing	DD-R&CS
Section 512	Power to provide milk, meals and other refreshments as Council wishes	DD-R&CS
Section 512(3)	Power to exercise above authority in relation to pupils of parents in receipt of supplementary benefit or family income supplement as appears requisite	DD-R&CS
Section 512(4)	Power to provide such facilities as appropriate for the consumption of any refreshments brought to schools by pupils	DD-R&CS
Section 514	Power to provide board and lodging and require a parent to pay such sum as he is able (in accordance with Council scheme) for board and lodging of child etc.	DD-R&CS
Section 515	Power to make available to any day nursery the services of any teacher employed by them in a nursery school or nursery class in a primary school	DD-R&CS
Section 518	Power to pay expenses to children and grant scholarships to people over compulsory school age.	DES
Section 520	Power to make arrangements to encourage and assist etc. pupils to take advantage of the provision for medical and dental inspection and treatment made for them.	DD-SI&I
Section 521	Power to ensure cleanliness of pupils	DD-SI&I
Section 522	Power to serve notice on parents requiring cleanliness of pupils	DD-SI&I

Section 527A	Duty to prepare plan relating to children with behavioural difficulties	DD-SI&I
Section 528	Duty to publish disability statements relating to further education	DD-SI&I
Section 529	Power to approve acceptance of gifts on trust for education purposes	DD-SI&I
Section 547	Power to prosecute persons causing a nuisance or disturbance on school premises	DD-SI&I
Section 559	Power to supervise, regulate and control the employment of children not over compulsory school age	DD-SI&I
Section 560	Power to make or approve arrangements for the provision of work experience for pupils in their last year of compulsory education.	DD-SI&I
Education Act 1997		
Section 43	Duty to provide careers education	DES
School Standards and Framework Act 1998		
Part II Chapter II	The publication of proposals concerning the establishment, alteration or discontinuance of schools.	DES
Section 16A	Power to provide for school governing body to consist of interim executive members.	DES
Section 28	Duty to publish in the prescribed manner, the proposals of the Council to establish or alter community or foundation schools.	DES
Section 29	Duty to publish in the prescribed manner, the proposals of the Council to discontinue a community foundation or voluntary school.	DES
Section 67	Duty to arrange appeals against exclusions.	DES
Section 86	Duty to comply with parental preferences, with certain exceptions.	DES
Section 92	Power to publish information for parents of admission arrangements.	DES
Section 94	Duty to make arrangements to enable parents to appeal against decision regarding admissions.	DES
Section 95	Duty to make arrangements for a governing body to appeal against the admission of an excluded child to whom Section 87(2) applies.	DES
Section 96	Power to give direction to admit a child to a specified school.	DES
Section 118	Duty to secure sufficient nursery education	DES
Section 118A	Duty to review sufficiency of childcare in the LEA's area	DES
Section 120	Duty to prepare an early years development plan	DES

Part III Chapter I	All duties and powers concerning arrangements for the admission of children.	DES
The Teaching & Higher Education Act 1998		
Part II	Exercising the functions of the Secretary of State in relation to the award of support for students in further and higher education	DES
Education Act 2002		
Section 1	Power to apply to Secretary of State for relaxation of statutory requirements	DES
Section 19 & schedule 1	Powers in relation to the membership and proceedings of governing bodies and other matters including the appointment of a clerk.	DES
Section 35 & schedule 2	Powers in relation to the staffing of community, voluntary controlled and community special schools.	DES
Section 207	Power to recoup cost of providing education for persons not belonging to the Council's own area.	DD-R&CS

Section 6. Housing Services - Scheme of Delegation

To the Director of Housing

All Housing Services functions of the Council, except those powers and responsibilities undertaken by the Executive or Executive Member with this portfolio or reserved to the Council. Included in this delegation are the statutory and non-statutory functions also delegated to the designated officers as listed below

Schedule of abbreviations used in the Schemes of Delegation for Housing	
Director of Housing	DH
Assistant Director - Housing Strategy & Needs	AD - HS&N
Assistant Director - Housing Management	AD - HM
Assistant Director - Haringey Home and Building Services	AD - HH&BS

Non-statutory delegations

Power to accept properties for temporary accommodation.	AD - HS&N
Power to alter levels of arrears tracing and collection as costs and circumstances dictate.	AD - HM
Power to negotiate and complete agreements for the temporary re-housing of private sector tenants to facilitate house renovation	AD - HS&N
Power to authorise all action to enforce provisions of right-to-buy leases and to authorise Court proceedings for enforcement	AD - HS&N
Power to authorise service of Notice to Quit for all non-secure tenancies	AD - HS&N
Power to determine requests for access to personal files	AD - HM
Authority to waive the requirement for an owner to have lived in a property for three years prior to applying for a House Renovation Grant.	AD - HS&N

Statutory Delegations

National Assistance Act 1948		
Section 21	Power to provide accommodation for persons in need	AD - HS&N
Section 22	Power to make charges for such accommodation in accordance with persons income	AD - HS&N
Section 23	Power to make rules in respect of the management of premises in which accommodation is provided	AD - HS&N
Section 24	Power to provide residential accommodation for any person subject to provisions under this Act.	AD - HS&N

Section 26	Power to provide accommodation in premises maintained by voluntary organisations	AD - HM
Section 29	Power to make welfare arrangements for people with disabilities	AD - HS&N
Section 32	Power to make financial adjustments between Authority providing accommodation etc. and Local Authority area of residence	DH
Section 43	Power to recover cost of assistance from persons liable for maintenance	AD - HS&N
Section 48	Power to provide temporary protection for property of persons admitted to hospital etc.	AD - HS&N
Section 55	Powers of entry.	AD - HM
Section 56	Power to recover sums due summarily as a civil debt.	AD - HM
Land Compensation Act 1973		
Section 39	Power to re-house residential occupiers displaced pursuant to certain compulsory acquisition or housing powers	AD - HS&N
Section 40	Power to re-house caravan dwellers displaced by Council as above	AD - HS&N
Rent Act 1977		
Section 68	Power to apply to the rent officer for consideration of a fair rent	AD - HM
Criminal Law Act 1977		
Section 12A(6)(d)	Power to sign and issue a certificate to a protected intending occupier	AD - HM
Housing Act 1980		
Section 81	Power to consult tenants on improvements	AD - HHBS
Section 82	Power to give statement for refusal of Section 81 to consult	AD - HM
Housing Act 1985		
Section 9	Power to provide accommodation by the erection, conversion, acquisition, altering, enlarging, repairing or improving of houses	AD - HHBS
Section 10	Power to provide furniture in respect of any house acquired etc. under S.92	AD - HS&N
Section 11	Power to provide board and laundry facilities in connection with housing accommodation already provided	AD - HS&N
Section 12 & 15	Power to provide buildings or land connected with providing accommodation	AD - HM
Section 13	Power a) to lay out public streets, and open spaces when developing housing	AD - HM

	land; b) to contribute to expenses of laying out streets etc when selling land for housing purposes	
Section 14	Power to execute works in connection with housing operation outside own area	AD - HM
Section 18	Power to deal with land acquired or appropriated for provision of accommodation	AD - HM
Section 21	Power to manage, regulate and control local authority houses	AD - HM
Section 26	Power to make financial assistance available towards tenant's removal expenses	AD - HM
Section 32-42	Power to dispose of any land acquired for housing purposes	AD - HM
Section 48	Duty to provide information on service charges	AD - HM
Section 82	Power to decide to apply to Court for Order determining secure tenancy	AD - HM
Section 83	Power to serve notice terminating secure tenancy	AD - HM
Section 89	Functions in relation to succession to periodic tenancies	AD - HM
Section 92	Consent to assignment of tenancies by way of exchange	AD - HM
Sections 93 & 94	Functions relating to consent to sub-letting of secure tenancy of dwelling-house	AD - HM
Section 96	Functions under tenants' right to repairs	AD - HM
Section 97	Power to consent to tenant's improvements	AD - HM
Section 98	Power to give statement of reasons for refusal of Section 97 consent	AD - HM
Section 100	Power to reimburse cost of tenant's improvements	AD - HM
Section 102	Power to vary terms of secure tenancy upon service of appropriate notice	AD - HM
Section 104	Power to provide information about secure tenancy	AD - HM
Section 105	Power to consult secure tenant over matters of housing management	AD - HM
Section 106	Power to provide information about housing allocation of secure tenancies	AD - HM
Section 118	Power to determine whether conditions giving right to buy are satisfied	AD - HM
Section 124	Power to serve Notice admitting/denying right to buy	AD - HM
Section 125	Power to serve Notice on tenant in relation	AD - HM

	to purchase price and mortgage advance	
Sections 126, 127 & 129	Power to determine purchase price and discount	AD - HM
Section 128	Power to exercise the right of landlord to require re-determination of price by DV	AD - HM
Section 128	Power to serve Notice informing tenant of re-determination	AD - HM
Section 132 and 133	Power to determine right to and minimum amount of mortgage	AD - HM
Section 134	Power to extend period in which tenant can claim right to mortgage	AD - HM
Section 135	Power to serve Notice as to amount of mortgage	AD - HM
Section 136	Power to serve Notice on new tenant of right to purchase and obtain mortgage (after former tenant has given notification of desire to buy and obtain mortgage)	AD - HM
Section 138	Power to complete sale	AD - HM
Section 138(2)	Power to exercise discretion not to complete if more than four weeks' rent outstanding	AD - HM
Section 139	Power to determine terms of mortgage deed	AD - HM
Section 140	Power to serve completion notice	AD - HM
Section 141	Power to extend period in which tenant can serve notice claiming deferral of completion	AD - HM
Sections 144 & 146	Power to serve the notice of admission or denial of tenant's right to acquire on shared ownership terms	AD - HM
Section 147	Power to serve notice of initial contribution.	AD - HM
Section 150	Power to grant shared ownership lease.	AD - HM
Section 151 and Schedule 9	Power to serve notice on tenant of entitlement to further advance.	AD - HM
Section 152	Power to serve pre-completion notice.	AD - HM
Section 153	Power to serve completion notice.	AD - HM
Section 154	Power to give certificate as to title	AD - HM
Section 156	Power by written notice to postpone the charge taking effect in favour of a legal charge advanced by a specified body	AD - HM
Section 178	Power to charge tenant Council's legal costs of mortgage, in accordance with scheme as laid down from time to time by the Council	AD - HM
Section 184	Power to decide whether inclusion of land with dwelling house is reasonable	AD - HM
Section 197, 222, 260, 319 & 395	Power to authorise entry for inspection etc. for various purposes	AD - HM

Section 428	Power to borrow for purposes of Act	AD - HM
Section 435-440	Powers to make advances etc	AD - HM
Section 438	Power to waive or reduce interest to a person acquiring a house in need of repair	AD - HM
Section 438 and Sch 16	Power to alter certain mortgage interest rates to the higher of standard national rate or applicable local average rate	AD - HM
Section 438 and Sch 16	Power to charge the higher of the standard national rate or the applicable local average rate upon Council mortgages	AD - HM
Section 438 and Sch 16	Power to declare at six-monthly intervals the rate of interest applicable to certain advantages, transfers and monies left outstanding as described in Section 110(1)	AD - HM
Section 438 and Sch 16	Power to serve Notice of variation of mortgage rate	AD - HM
Section 442	Power to indemnify Building Societies in respect of mortgage advances, where the Council has obtained the Secretary of State's agreement to a Scheme	AD - HM
Section 442 and 444	Power to indemnify recognised bodies, with the approval of the Secretary of State	AD - HM
Section 443	Power to make contributions towards mortgage costs incurred.	AD - HM
Section 449	Power to approve loans and bonuses in accordance with the directions of the Secretary of State	AD - HM
Section 452	Power of Council to vest mortgage property in itself where it is entitled to exercise power of sale	AD - HM
Section 452 and Sch 17	Power to vest in the Council with leave of the County Court.	AD - HM
Section 452. and Sch 17	Power to set up fund equal to value of property, and interest from date of vesting.	AD - HM
Section 523	Power to assist in provision of separate service pipes for houses	AD - HM
Section 536	Power to give notice in writing of determination.	AD - HM
Section 537	Power to determine whether assistance in respect to a defective dwelling be by way of reinstatement grant or by way of repurchase.	AD - HM
Section 540	Power to give notice in writing as to form of assistance.	AD - HM
Section 547 and Sch 20	Power to serve notice specifying proposed terms and conditions of acquisition.	AD - HM
Section 547 and Sch 20	Power to extend period for request or notification.	AD - HM

Section 562	Power to publish notification in local newspaper of effect of designation or valuation	AD - HM
Section 582	Power to notify persons that compulsory purchase order not confirmed	AD - HM
Section 583	Power to authorise continuance of tenancies of houses compulsorily acquired and to be used for housing purposes	AD - HM
Section 610	Power to apply to Court to modify covenants relating to converting of houses into several tenements	AD - HM
Schedule 6 Part I	Power to require reservation of easements on disposal of secure tenancy	AD - HM
Schedule 6 Part I	Power to seek indemnities in respect of restrictive covenants on disposal	AD - HM
Sch 17 Para 3	Power to determine compensation and accounting provisions arising upon vesting under Section 112	AD - HM
Sch 18 Para 1	Power to advance money to residents for the purchase of houses	AD - HM
Sch 18 Paras 2,4,5	Power to take possession or order the sale of houses	AD - HM
Para 7	Duty to provide information as to cost of service charges	AD - HM
Sch 18 Para 3	Power to allow proprietors to permit occupation as a furnished house	AD - HM
Schedule 19, Paras 2-6	Power to obtain estimates and consult tenants before undertaking certain works (to be recharged to tenant as part of service charge)	AD - HH & BS
Para 7	Duty to provide information as to cost of service charges	AD - HH & BS
Schedule 21 Para 5	Power to determine whether designation to be disregarded and give notice accordingly.	AD - HM
Schedule 21 Para 6	Power to give appropriate notice when s.13(4) applicable.	AD - HM
Housing Associations Act 1985		
Sections 34 & 58	Power to promote and assist housing associations	AD - HS&N
Section 61	Power to sell furniture to persons housed by housing associations	AD - HM
Landlord & Tenant Act 1985		
Sections 20 & 20ZA and Regulations made	Power to: - provide details of proposed works or	AD - HH & BS

under these sections	<p>agreements to tenants or to recognised tenants' associations representing them;</p> <ul style="list-style-type: none"> - to obtain estimates for the proposed works; - to invite tenants or the recognised tenants' association to propose the name of persons from whom the landlord should try to obtain estimates; - to have regard to observations made by tenants or the recognised tenants' association in relation to proposed works or agreements and estimates; - to give reasons for carrying out works or entering into agreements 	
Section 20B	Power to issue notices to leaseholders that relevant costs have been incurred	AD - HH & BS
Section 21	Power to provide summaries of costs	AD - HH & BS
Section 22	Duties in relation to inspection of documents by leaseholders	AD - HH & BS
Section 23	Duties in relation to information held by superior landlords	AD - HH & BS
Housing and Planning Act 1986		
Section 4	Power to write off losses due to estimates of service charges and rechargeable works given to leaseholders proving to be inadequate	HP
The Leasehold Reform, Housing and Urban Development Act 1993		
Sections 104-107	Power to amend the Council's Voluntary Sales Scheme.	AD - HM
Sections 108-120	Power to administer the Rents to Mortgages Scheme.	AD - HM
Housing Act 1996		

<i>Part V Chapter I – Introductory Tenancies</i>		
Section 124	Functions relating to introductory tenancies	AD – HM
Section 125	Duration of introductory tenancies	AD – HM
Section 127	Authorising proceedings for possession	AD – HM
Section 128	Service of notice of proceedings for possession	AD – HM
Section 129	Authority to review decision to seek possession	AD – HM
Section 133	Functions in relation to succession to introductory tenant	AD – HM
Section 136	Provision of information about tenancies	AD – HM
Section 137	Consultation on matters of housing management	AD – HM
<i>Part V Chapter III – Injunctions against anti-social behaviour</i>		
Section 152	Power to apply for injunctions against anti-social behaviour	AD – HM
Section 153-157	Functions in relation to powers of arrest and injunctions	AD – HM
<i>Part VI – Allocation of housing accommodation</i>		
Section 159-160A	Functions in relation to allocation of housing accommodation	AD – HS&N
Section 166	Functions in relation to applications for housing accommodation	AD – HS&N
Section 167	Functions in relation to allocation scheme	AD – HS&N
Section 168	Publication of information about allocation scheme	AD – HS&N
Section 170	Making requests to registered social landlords about accommodating persons with priority under the allocation scheme.	AD – HS&N
Section 171	Authorising prosecutions for false statements and withholding information	AD – HS&N
<i>Part VII - Homelessness</i>		
Section 177	Determining whether it is reasonable to continue to occupy accommodation	AD – HS&N
Section 179	Duties of local housing authority to provide advisory services	AD – HS&N
Sections 180-181	Power to assist voluntary organisations	AD – HS&N
Section 184	Duties relating to inquiry into cases of homelessness or threatened homelessness	AD – HS&N
Section 187	Making requests for information to	AD – HS&N

	Secretary of State about persons from abroad	
Section 188	Interim duties to accommodate in case of apparent priority need	AD – HS&N
Section 190	Duties to persons becoming homeless intentionally	AD – HS&N
Section 191	Determining whether persons are homeless intentionally	AD – HS&N
Section 192	Duties to persons not in priority need who are not homeless intentionally	AD – HS&N
Section 193	Duties to persons with priority need who are not homeless intentionally	AD – HS&N
Section 195	Duties in case of threatened homelessness	AD – HS&N
Section 196	Determining whether persons are threatened with homelessness intentionally	AD – HS&N
Section 198	Powers to refer case to another local housing authority	AD – HS&N
Section 200	Duties to applicant whose case is considered for referral or referred	AD – HS&N
Section 202	Power to review decisions on request	AD – HS&N
Section 203	Functions relating to procedure on review	AD – HS&N
Sections 204 & 204A	Functions relating to provision of accommodation during appeals	AD – HS&N
Section 206	Functions relating to discharge of functions by local housing authorities	AD – HS&N
Section 208	Functions relating to discharge of functions by out of area placements	AD – HS&N
Section 209	Functions relating to discharge of functions by arrangements with private landlord	AD – HS&N
Section 210	Functions relating to suitability of accommodation	AD – HS&N
Sections 211 & 212	Duties to protect property of homeless persons and persons threatened with homelessness	AD – HS&N
Section 213	Duties relating to co-operation between relevant housing authorities and other bodies	AD – HS&N
Section 214	Action in relation to false statements withholding information and failure to disclose changes in circumstances	AD – HS&N
Crime and Disorder Act 1998		
Section 1	Power to apply for anti-social behaviour orders	AD – HS&N
Regulation of Investigatory Powers Act 2000		

Part II	Authorisation of all action related to surveillance for the detection of crime	DH
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Section 7 Social Services - Schemes of Delegation
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To the Director of Social Services

All Social Services functions of the Council, except those powers and responsibilities undertaken by the Executive or Executive Member with this portfolio or reserved to the Council and excluding decisions on the permanent closure, relocation or change of use of residential establishments and day establishments, which shall be reserved to the Executive.

Included in this delegation are the statutory and non-statutory functions also delegated to the designated officers as listed below. All the powers delegated to any senior officer within the Directorate will be able to be exercised by other senior officers, in place of that senior officer. Each Assistant Director shall be authorised to exercise other Assistant Director's delegations in their absence to ensure 24 hour service provision.

Director of Social Services	DSS
Assistant Director - Adults	AD-A
Assistant Director – Asylum	AD-Asy
Assistant Director - Children's Service	AD-CS
Assistant Director - Older People	AD-OP
Assistant Director- Youth Offending Service	AD-YOS

Non-statutory delegations

Appoint review panels to consider Stage 3 complaints in Social Services that fall within the National Health Service and Community Care Act 1990	DSS
Power to determine requests for access to personal files	DSS
Consent to passport application of a child subject to a Care Order.	DSS
Consent to medical treatment for a child subject to a Care Order.	DSS

Statutory delegations

Census Act 1920		
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Section 3(1)(d)	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the making of census returns in respect of the inmates of any institution for which the Council is responsible	DSS
National Assistance Act 1948		
Section 21	Power to make arrangements for the provision of residential accommodation for persons aged 18 or over who by reason of age, illness, disability or any other circumstances are in need of care and attention which is not otherwise available to them and for the provision of residential accommodation for expectant and nursing mothers who are in need of care and attention which is not otherwise available to them	AD-A AD-OP
Section 22	Power to make and recover charges in respect of accommodation provided under section 22 of this Act, to assess the ability of any person to pay any such charges and to charge a lower rate accordingly, to limit payments required for accommodation for a period of no more than eight weeks, and to comply with and exercise and perform any powers and duties contained in any regulations made under this section with regard to the assessment of a person's ability to pay. (The power to fix any standard rates for accommodation under this section shall be exercised in consultation with the Executive Member for Social Services and Health)	AD-A* AD-OP*
Section 23	Power to make rules for the conduct of premises managed by the Council in which accommodation is provided under Part 111 of this Act	AD-A AD-OP
Section 24	Power to provide accommodation under Part 111 of this Act for any person with no settled residence or in the Borough and in urgent need of accommodation as if they were ordinarily resident in the Borough, and to provide accommodation for any person ordinarily resident in the area of another authority with that authority's consent	AD-A AD-OP
Section 26	Power to make arrangements with any voluntary organisation for the provision of accommodation under Part 111 of this Act	AD-A AD-OP

Section 29	Power to make arrangements for promoting the welfare of persons aged 18 or over who are blind, deaf or dumb, who suffer from mental disorder of any description or who are substantially and permanently handicapped by illness, injury or congenital deformity or such other disabilities as may be prescribed	AD-A AD-OP
Section 30	Power to employ any voluntary organisation or any other person as the Council's agent for the purposes of section 29 of this Act	AD-A AD-OP
Section 32	Power to recover expenditure incurred under Part 111 of this Act from another local authority, and to refer any question arising as to the ordinary residence of a person to the Minister	AD-A AD-OP
Section 43	Power to make a complaint to any magistrates' court for an order requiring any person who is liable to maintain any other person to contribute to the Council's costs of providing assistance to that person under Part 111 of this Act	AD-A AD-OP
Section 45	Power to recover any expenditure incurred under Part 111 of this Act incurred as a result of any misrepresentation or non-disclosure	AD-A AD-OP
Section 47	Power to apply to a magistrates' court for an order requiring the removal of any person to a suitable hospital or other place where this is necessary in the interests of that person or for preventing injury to the health of or serious nuisance to other persons, to apply to extend or vary any such order, to give notice of intention of applying for such an order, and to recover any expenditure incurred	AD-A AD-OP
Section 48	Power to provide temporary protection for the property of any person admitted to hospital, accommodation provided under Part 111 of this Act, or removed under section 47 of this Act, to enter any premises for the purposes of this section, and to recover reasonable expenses incurred in providing such protection	AD-A AD-OP
Section 49	Power to defray the expenses of any officer who applies for appointment as a receiver for any patient under Part VII of the Mental Health Act 1983	AD-A AD-OP
Section 55	Power to authorise any person to exercise any power of entry conferred by this Act	AD-A AD-OP
Section 56	Power to recover any sum due under this Act summarily as a civil debt	AD-A AD-OP

National Assistance (Amendment) Act 1951		
Section 1	Power to make an application under section 47 of the National Assistance Act 1948 without notice where the medical officer and another medical practitioner certify that removal is necessary without delay	AD-A AD-OP
Births and Deaths Registration 1953		
Section 16	Duty to give information to the registrar in respect of any person dying in any institution for which the Council is responsible	AD-A AD-OP
Section 18	Duty to give preliminary notice of death in accordance with this section	AD-A AD-OP
Disabled Persons (Employment) Act 1958		
Section 3	Power to seek approval from the Secretary of State for, and to comply with directions from the Secretary of State with regard to, the making of arrangements for the provision of facilities for any of the purposes mentioned in section 14(1) of the Disabled Persons (Employment) Act 1944 (provision of employment or work for registered persons who are seriously disabled)	AD-A AD-OP
Mental Health Act 1959		
Section 131	Power to prosecute for any offence under Part IX of the Act	AD-A
Children & Young Persons Act 1963		
Section 37	Power to grant licences to children below statutory school age for child performances.	AD-CS
Section 39	Power to vary or revoke such licences.	AD-CS
Section 41	Powers to grant or revoke licences for training persons between 12 and 16 for dangerous performances	AD-CS
Section 56	Power to prosecute for offences under the C.Y.P. Acts	AD-CS
Health Services and Public Health Act 1968		
Section 45	Power to seek the approval of the Secretary of State for arrangements for promoting the welfare of old people, and to employ any voluntary organisation or other person as the Council's agent in this respect	AD-OP

Section 65	Power to give assistance by way of grant or loan to a voluntary organisation whose activities consist of or include the provision of a service similar to a relevant service (services under the National Assistance Act 1948, Adoption Act 1976, Children Act 1989, etc)	AD-A AD-OP AD-CS
Local Government Grants (Social Need) Act 1969		
Section 1	Power to comply with and to exercise and perform any powers and duties contained in any conditions made by the Secretary of State when making a grant to the Council	DSS
Children and Young Persons Act 1969		
Section 9	Power to make investigation concerning the home surroundings, school record, health and character of any young person against whom proceedings for an offence are commenced by the Council and provide the court with such information	AD-YOS
Section 13 (as amended by Powers of Criminal Courts Act 1973).	Power to select supervisor where a Supervision Order is made	AD-YOS
Section 15	Power to apply for discharge or variation of supervision orders	AD-YOS
Section 23	Power to provide accommodation (including secure accommodation) for children and young persons remanded or committed by a court to local authority accommodation; to authorise any officer or other person to detain any person so remanded or committed; to apply to any court for conditions to be attached to any such remand or committal; and to seek the Secretary of State's consent to arrangements that the whole or part of any period of any such remand or committal should be in a secure training centre	AD-YOS AD-CS
Section 23AA	Power to inform a court of the view of a youth offending team that an electronic monitoring condition is suitable in the case of the remand or committal of any person under section 23 of this Act and to exercise and perform all powers and duties conferred by any rules made by the Secretary of State under this section	AD-YOS

Section 30	Power to detain any person in a community home or controlled community home in accordance with directions given by the Secretary of State, and to recover from the Secretary of State any expenses reasonably incurred in discharging this duty	AD-YOS AD-CS
The Chronically Sick and Disabled Persons Act 1970		
Section 1	Duty to take steps to determine the number of persons in the Borough to whom section 29 of the National Assistance Act 1948 applies (deaf, blind and other disabled persons) and of the need for making arrangements under that section, and to publish information about any such arrangements	AD-A
Section 2	Duty to provide welfare services to any person to whom section 29 of the National Assistance Act 1948 applies	AD-A
Section 18	Duty to provide to Secretary of State information as to accommodation of younger with older persons under Part III National Assistance Act 1948	AD-A
Local Authority Social Services Act 1970		
Section 7	Power to exercise the Council's social services functions, including the exercise of any discretion, under the general guidance of the Secretary of State	DSS
Section 7A	Power to exercise the Council's social services functions in accordance with such directions as may be given by the Secretary of State under this section	DSS
Section 7B	Power to establish a procedure for considering any representations and complaints concerning the exercise of the Council's social services functions, to comply with and exercise and perform any powers and duties contained in any directions given by the Secretary of State under this section with regard to the procedure to be adopted in undertaking any such consideration, and to publicise any such procedures, and to take action on the recommendations of any panel established under this section	DSS
Local Government Act 1972		

Section 195(3)	<p>Power to submit proposals for</p> <ul style="list-style-type: none"> • the care of mothers and young children under the National Health Service Act 1946 • prophylaxis care and after care under the Health Services and Public Health Act 1968 and • schemes under the National Assistance Act 1948 relating to the accommodation and welfare of handicapped persons and the employment of disabled persons 	<p>AD-CS</p> <p>AD-A</p> <p>AD-A</p>
Adoption Act 1976		
Section 1	Power to establish and maintain an adoption service	AD-CS
Section 6	Power to safeguard and promote the welfare of any child when making a decision with regard to their adoption, and to ascertain the wishes and feelings of such a child	AD-CS
Section 7	Power to have regard to any wishes of a child's parents and guardians as to the religious upbringing of the child when placing it for adoption	AD-CS
Section 9	Power to exercise and perform all powers and duties conferred upon adoption agencies by the Adoption Act 1976 and any regulations made under it	AD-CS
Section 18	Power to apply to a court for an order declaring a child free for adoption and to apply for dispensation from the need for the agreement of the parent or guardian of the child to the making of such an order	AD-CS
Section 19	Power to give notice to a former parent informing them whether an adoption order has been made and whether the child has his home with a person with whom he has been placed for adoption; to give subsequent notice of the making of an adoption order, the placing of the child for adoption or the cessation of such a placement, and to secure the recording by the court of any declaration by a former parent that they do not wish to be involved in future questions concerning the adoption of the child	AD-CS
Section 20	Power to seek the leave of the court for the placing of a child for adoption notwithstanding that a former parent has made an application under this section to revoke an order under section 18 of this Act	AD-CS
Section 21	Power to apply to a court for the variation of an order made under section 18 of this Act	AD-CS

Section 22	Power to investigate a notice of intention to adopt , to provide a report of such an investigation to the court, and to inform another local authority of the receipt of a notice of intention to adopt in respect of a child which it is known is looked after by that other authority	AD-CS
Section 23	Power to report to the court on the suitability of applicants for adoption, on the placing of a child for adoption, and on any other matters relating to the welfare of the child	AD-CS
Section 28	Power to report to the court on the suitability of applicants for adoption, on the placing of a child for adoption, and on any other matters relating to the welfare of the child	AD-CS
Section 30	Power to give notice of intention not to allow a child to remain with a prospective adopter and to make an application to the court for leave to give such a notice where an application for an adoption order has already been made, and to nominate a suitable person to receive a child returned by a prospective adopter following the giving of a notice under this section	AD-CS
Section 31	Power to require the return of a child who has not been placed for adoption on the refusal or withdrawal of an application for an adoption order	AD-CS
Section 33	Power to secure that protected children (as defined in section 32 of this Act) are visited and to authorise officers to visit protected children, to satisfy themselves as to the well-being of such children, and to give advice as to their care and maintenance	AD-CS
Section 35	Power to give information concerning a protected child to another local authority on the change of address of a person with whom a protected child has his home	AD-CS
Section 51	Power to provide counselling for adopted persons who apply for information on birth records when requested to do so	AD-CS

Section 57	Power to receive payment from a parent, guardian, adopter or prospective adopter in respect of expenses reasonably incurred in connection with an adoption, and to make payments to; an adopter for legal or medical expenses incurred in connection with an application to adopt; another adoption agency in consideration of the placing of a child with any person for adoption; or to a voluntary organisation as a fee for the services of that organisation in putting the Council in touch with another adoption agency,	AD-CS
Section 58A	Power to provide prescribed information concerning the Council's adoption functions to the Secretary of State as directed	AD-CS
National Health Service Act 1977		
Section 21 & Schedule 3	Power to place persons in residential accommodation	AD-A
Section 21	Power to exercise and perform the powers and duties contained in Schedule 8 of this Act in relation to; the care of mothers, prevention, care and aftercare; home help and laundry facilities; and research, to permit other authorities to use any premises, furniture or equipment provided under this section, and to provide accommodation for officers of the Council or a voluntary organisation employed in providing the services specified under this section.	AD-A
Section 22	Power to co-operate with any National Health Service body when exercising the Council's functions	AD-A
Section 28	Power to make the services of employees employed for the purposes of the Council's functions under the Local Authorities Social Services Act 1970 available to National Health Service authorities so far as is reasonably necessary and practicable to enable them to discharge their functions under this Act and the National Health Service and Community Care Act 1990	AD-A
Section 28BB	Power to make payments to any NHS body in connection with the performance by them of any by regulations made under this section by the Secretary of State, and to comply with and exercise and perform any powers and duties contained in any directions given by the Secretary of State under this section with regard to conditions governing any such payments	AD-A
Supreme Court Act 1981		

Section 41	Power to make wardship application in respect of a minor	AD-CS
Mental Health Act 1983		
Section 4	Power to make an emergency application to admit a patient for assessment	AD-A
Section 7	Power to apply for the guardianship of any patient who has attained the age of 16 years	AD-A
Section 8	Power to accept an application for the guardianship of any patient who has attained the age of 16 years and thereafter to act as that person's guardian, and to exercise and perform any powers and duties contained in any regulations made under this section with regard to guardianship	AD-A
Section 9	Power to comply with and to exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section with regard to the exercise of the functions of a guardian in relation to any patient, and with regard to the supervision of any guardianship where the guardian is a person other than the Council	AD-A
Section 10	Power to take over guardianship of a patient in case of death, incapacity etc of guardian (other than a local authority).	AD-A
Section 11	Power to apply for the admission for assessment of, admission for treatment of, or for the guardianship of any patient under sections 2, 3 and 7 of this Act	AD-A
Section 13	Power to apply for the admission to hospital of or guardianship of any patient where it is necessary for such an application to be made, and to notify the patient's nearest relative in writing where a decision not to make such an application is made	AD-A
Section 13(4)	Power to direct an approved social worker to take a patient's case into consideration as soon as practicable where so requested by the patient's nearest relative	AD-A
Section 14	Power to arrange for the interview of any patient and the preparation of a report on them where they are admitted to hospital	AD-A
Section 15	Power to rectify or amend any application made where a patient has been admitted to hospital under the terms of this Act	AD-A
Section 18	Power to authorise any officer in writing to take into custody any patient subject to guardianship under this Act who is absent without leave from the place at which he is required to reside	AD-A

Section 19	Power to transfer any patient to or from the guardianship of the Council, and to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the transfer of patients	AD-A
Section 20	Power to renew the guardianship of any patient, and to inform the patient of the report from the responsible medical officer supporting such a renewal	AD-A
Section 23	Power to make an order discharging any patient who is subject to guardianship	AD-A
Section 25a	Power to consult with the Health Authority before accepting a supervision application	AD-A
Section 25B	Power to make a written supervision recommendation	AD-A
Section 25c	Power to visit and interview any patient for the purpose of deciding whether to make a supervision recommendation and to require the production of records in that connection	AD-A
Section 25d	Power to impose requirements on any patient subject to after-care under supervision where the Council are supervising the after-care	AD-A
Section 25e	Power to keep the after-care services provided under section 117 of this Act for a patient who is subject to after-care under supervision, and any requirements made under section 25d of this Act under review	AD-A
Section 25f	Power to inform any patient where a report is furnished under subsection (1) of this section (reclassification of patient subject to after-care under supervision)	AD-A
Section 25g	Power to extend the period of after-care under supervision, and to inform the patient of this	AD-A
Section 25h	Power to take part in any consultation with regard to ending any after-care under supervision, and to inform any patient where any such supervision comes to an end	AD-A
Section 27	Powers of nearest relative in respect of children and young persons in care of local authority.	AD-CS
Section 29	Power to make an application for an order that the functions of the nearest relative of a patient shall be exercisable by the Council	AD-A
Section 30	Power to apply for an order discharging an order made under section 29 of this Act, or varying such an order	AD-A

Section 32	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section with regard to the manner of exercising the provisions of Part II of this Act (compulsory admission to hospital and guardianship)	AD-A
Section 37	Power to agree to any criminal court making an order placing an offender under the guardianship of the Council	AD-A
Section 39a	Power to provide a criminal court minded to make a guardianship order with information about whether the Council is willing to accept any offender into guardianship and indicating how it would exercise its powers under section 40 of this Act	AD-A
Section 40	Power to exercise the powers of a guardian conferred by Part II of this Act in respect of an offender named in a guardianship order made under section 37 of this Act	AD-A
Section 114	Power to appoint approved social workers	AD-A
Section 115	Power to enter and inspect any premises in which a mentally disordered patient is living	AD-A
Section 116	Power to arrange for visits to be made to any patient in a hospital or care home and to take such other steps as would be expected to be taken by the patient's parents	AD-A
Section 117	Power to provide after-care services in accordance with the provisions of this section	AD-A
Section 135	Power to apply to a justice of the peace for a warrant to search for and remove any patient	AD-A
Section 136	Power to interview a mentally disordered person removed to a place of safety	AD-A
Section 137	Power to exercise the powers, authorities and privileges of a constable when having someone in their custody under the terms of this Act	AD-A
Health and Social Services & Social Security Adjudications Act 1983		
Section 17	Power to recover charges in respect of services to which this section applies and to determine to recover a lesser amount where the person's means are insufficient for it to be reasonably practicable for them to pay the full amount	AD-A

Section 21	Power to recover charges due to the Council in respect of accommodation provided under part III of the National Assistance Act 1948 from persons other than the person receiving the accommodation where they have disposed of their assets with the intention of avoiding such charges	AD-A
Section 22	Power to create a charge over any person's interest in land where that person fails to make payments in respect of any accommodation provided under Part III of the National Assistance Act 1948, and to comply with any directions given by the Secretary of State under this section with regard to the creation of such charges	AD-A
Section 24	Power to determine the rate of interest payable in respect of any charge created under section 22 of this Act. (This power is to be exercised in consultation with the Chief Finance Officer)	AD-A
Public Health (Control Of Disease) Act 1984		
Section 46	Power to bury or cremate the body of any person who has died whilst receiving accommodation under Part 111 of the National Assistance Act 1948, and to recover the costs of burying or cremating any person who was receiving Part 111 accommodation	AD-A AD-OP
Transport Act 1985		
Section 106	Power to make grants for transport facilities and services for disabled people	AD-A
Disabled Persons (Services Consultation and Representation) Act 1986		
Section 1	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the appointment of authorised representatives of disabled persons	AD-A
Section 2	Duty to comply with the requirements of this section with regard to the rights of authorised representatives of disabled persons appointed pursuant to any regulations made under section 1 of this Act	AD-A
Section 3	Power to carry out any assessment of the needs of any disabled person, to allow for the making of representations in respect of any such assessment, and to consider any such representations	AD-A

Section 4	Power to decide whether the needs of any disabled person call for the provision of any services in accordance with section 2 of the Chronically Sick and Disabled Persons Act 1970 when requested to do so	AD-A
Section 5	Power to appoint an appropriate officer under the terms of this section with regard to any child in respect of whom a statement of special educational needs is maintained and to require that officer to provide their opinion as to whether or not the child is a disabled person, and to exercise and perform the further powers and duties contained in this section with regard to disabled students	AD-CS
Section 6	Power to keep under review the date when any disabled student is expected to cease to receive full-time education	AD-CS
Section 7	Power to make arrangements for assessing the needs of any person in respect of whom the Council has received a notification under this section (notification that a person receiving medical treatment for mental disorder will be discharged from hospital), to co-operate with any health authority in this respect and to appoint any appropriate officer under the terms of this section	AD-A
Section 8	Power to take into account the abilities of any carers when determining what services to provide for any disabled person	AD-A
Housing Act 1986		
Section 213A	Power to make a request for advice and assistance from the housing authority where a case is referred to social services under this section (case of person under 18 living with applicant for housing who is likely to be unsuccessful)	AD-CS
Social Security Act 1988		
Section 13	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the distribution of welfare foods	DSS
Children Act 1989		
Section 4	Power to apply for discharge of a Parental Responsibility Order or Agreement	AD-CS
Section 6	Power to apply for discharge of appointment of a child's guardian	AD-CS

Section 7	Power to arrange for an officer or other person to report to the court on matters relating to the welfare of a child if requested by a court considering any question with respect to a child under this Act to do so	AD-CS
Section 8 Schedule 1 Para 15	Power to make contributions towards the cost of the accommodation and maintenance of a child, where that child lives with a person as the result of a Residence Order	AD-CS
Section 9(3)	Power to give consent to the making of an application for leave to apply for an order under section 8 of this Act by a foster parent	AD-CS
Section 10	Power to apply to a court for an order under section 8 of this Act other than a residence order or contact order (application for a prohibited steps order or a specific issue order) and to apply for the variation or discharge of such an order	AD-CS
Section 15 and para 15 of Sch1	Power to make contributions to the cost of the accommodation and maintenance of a child where that child lives with a person as a result of any residence order	AD-CS
Section 16	Power to make available an officer to advise, assist and befriend any child pursuant to an order under this section (a family assistance order) and to refer to the court the question whether a section 8 order should be varied or discharged; and to agree to the making of a family assistance order	AD-CS
Section 17	Duty to safeguard and promote the welfare of children in need and to promote the upbringing of such children by their families by providing a range and level of services appropriate to those children's needs and to exercise and perform the powers and duties set out in Part I of Schedule 2 of this Act or any additional power or duty which may be added to that Schedule by order of the Secretary of State	AD-CS
Section 17(5)	Power to facilitate the provision by others of services which the Council has power to provide by virtue of sections 17, 18, 20, 23 or 24 of this Act and to make arrangements for any person to act on the Council's behalf in the provision of any such service	AD-CS
Section 17(6) (Amended by the Adoption and Children Act 2002)	Power to provide accommodation and give assistance to children in kind or in cash	AD-CS

Section 17(7)	Power to make any assistance under this section subject to conditions as to the repayment of the assistance or of its value in whole or in part	AD-CS
Section 17A	Power to make direct payments to a person with parental responsibility for a disabled child or to a disabled child aged 16 or 17 instead of providing services to them under section 17 of this Act save where regulations made by the Secretary of State under this section (including the Disabled Children (Direct Payments) England Regulations 2001) provide that direct payments may not be made	AD-CS
Section 17B	Power to issue vouchers to a person with parental responsibility for a disabled child in accordance with regulations made by the Secretary of State under this section.	AD-CS
Section 18	Power to provide day care for children who are aged 5 and under and who are not at school (whether in need or not), to provide facilities (including training, advice, guidance and counselling) for those caring for or accompanying children in day care, and to provide appropriate care or supervised activities for children who are attending school outside school hours and during school holidays (whether those children are in need or not)	AD-CS
Section 19	Power to review the services provided under section 18 of this Act, and also day care and child minder services provided for children under eight, at least once a year, to publish the results of any such review and any proposals arising from it, and to have regard to representations when conducting any such review	AD-CS
Section 20	Power to make decisions with regard to welfare needs for the accommodation of children and young persons	AD-CS
Section 21	Power to make provision for the reception and accommodation of children who are removed or kept away from home under Part V of this Act (emergency protection provisions) or who are under police protection, detained by the police, or remanded by the courts, and to recover any reasonable expenses of accommodating such a child from the local authority in whose area he is ordinarily resident	AD-CS

Section 22	Duty to safeguard and promote the welfare of any child looked after by the Council and in so doing to make use of services which available for children who are cared for by their own parents, to ascertain as far as is reasonably practicable the wishes of the child, his parents, and others before making any decision with respect to such a child, to exercise the Council's powers with respect to a child whom the Council is looking after in a manner which may not be consistent with the duties contained in this section if this appears to be necessary for the purpose of protecting members of the public from serious injury, and to comply with any directions given by the Secretary of State under this section	AD-CS
Section 23	Power to provide accommodation and maintenance for any child looked after by the Council and in so doing to comply with the provisions of, and exercise and perform the powers and duties contained in this section, paragraph 12 of Schedule 2 to this Act and any regulations made by the Secretary of State under this section. This delegation does not extend to those powers and duties contained in any regulations made under this section which fall to be exercised or performed by the Director of Social Services under the terms of those regulations	AD-CS
Section 23B	Duty to take reasonable steps to keep in touch with any relevant child as defined by section 23A of this Act and by any regulations made by the Secretary of State thereunder (children formerly looked after by the Council), for whom the Council is the responsible authority; to appoint a personal adviser for any such child; to carry out an assessment of the needs of and prepare a pathway plan for any such child; to keep such a plan under regular review; to safeguard and support such a child's welfare; to take reasonable steps to re-establish contact with such a child where such contact has been lost; to attach conditions to any assistance given under this section requiring its repayment in whole or in part; to ascertain and have regard to the views of any such child and other relevant persons; and to comply with and exercise and perform any powers and duties contained in regulations made under this section by the Secretary of State	AD-CS

Section 23C	Power to perform the continuing duties provided for in this section towards former relevant children as defined in section 23A of this Act (similar duties to those contained in section 23B of this Act)	AD-CS
Section 23D	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section with regard to the appointment of personal advisers to children or young persons	AD-CS
Section 23E	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section with regard to the preparation and review of pathway plans	AD-CS
Section 24A (Amended by the Adoption and Children Act 2002)	Power to consider whether the conditions provided for in this section apply to a person qualifying for advice and assistance (as defined in section 24 of this Act), in either case to advise and befriend any such person and provide them with assistance by providing accommodation or cash, and to make such assistance subject to a condition requiring repayment	AD-CS
Section 24B	Power to contribute to expenses incurred by persons to whom this section applies in living near the place where he is or will be employed or seeking employment or where he is or will be receiving education or training, to make a grant towards expenses incurred in connection with such a person's education or training, and to provide such a person with accommodation during the vacation or assistance in obtaining such accommodation	AD-CS
Section 24C	Power to provide information to another local authority when a person for whom the Council is responsible proposes to live or is living in the area of that other local authority	AD-CS
Section 24D	Duty to establish a procedure for considering representations and complaints about the discharge of the Council's functions under Part 111 of this Act and to comply with and exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section	AD-CS
Section 25	Power to apply to the Court for authority to keep a child in secure accommodation	AD-CS

Section 26	Duty to establish a procedure for considering representations and complaints about the discharge of the Council's functions under Part 111 of this Act, to comply with and exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section, and to give notice of any decision made after receiving any representation or complaint and of any action which has or will be taken as a result	AD-CS
Section 27	Power to request the help of other authorities in exercising the Council's functions under Part 111 of this Act	AD-CS
Section 28	Power to consult with Local Education Authorities	AD-CS
Section 29	Power to recover the cost of providing services	AD-CS
Section 31	Power to make application for Care/Supervision Orders	AD-CS
Section 33	Power to apply for leave for child subject to a Care Order to be known by a new surname or travel abroad	AD-CS
Section 34	Power to restrict access and to make related court applications	AD-CS
Section 35	Power to advise, assist and befriend a child who is the subject of a supervision order, to take such steps as are reasonably necessary to give effect to such an order, to consider whether or not to apply to the court for a variation of such an order, and to exercise and perform the powers and duties contained in Parts 1 and 11 of Schedule 3 of this Act	AD-CS
Section 36(8)	Power to respond to consultations by the Local Education Authority prior to that Authority making an application for an Education Supervision Order	AD-CS
Section 37	Power to undertake an investigation into a child's circumstances when directed to by a court; to consider whether to apply for a court order, provide services or assistance or take other action; to inform the court of reasons for not seeking a court order and of any services or assistance provided or to be provided and of any action taken or to be taken; and to consider whether to review the case at a later date	AD-CS
Section 38	Power to apply for variation of directions made under an Interim Care Order or Supervision Order	AD-CS
Section 38A	Power to apply for the provision of an exclusion requirement and a power of arrest in an interim care order	AD-CS

Section 39	Power to apply to the Court for discharge or variation of a care or supervision order	AD-CS
Section 42	Power to make available records relating to a child who is the subject of an application under this Act to an officer of the Children and Families Court Advisory and Support Service	AD-CS
Section 43	Power to apply for a Child Assessment Order.	AD-CS
Section 44	Power to apply for an emergency protection order, to comply with the terms of any such order, the provisions of this section limiting the exercise of powers under such an order, and the requirements of any regulations made by the Secretary of State for the purposes of this	AD-CS
Section 44A	Power to apply for the provision of an exclusion requirement and a power of arrest in an emergency protection order	AD-CS
Section 45	Power to apply for the extension of an emergency protection	AD-CS
Section 47	Power to carry out investigation/apply for Emergency Protection Orders	AD-CS
Section 50	Power to apply for a recovery order	AD-CS
Section 53	Power to make arrangements for securing that homes ("community homes") are made available for the care and accommodation of children looked after by the Council and for purposes connected with the welfare of children, to make such arrangements jointly with other local authorities, to make arrangements for the management of accommodation provided by the Council for the purpose of restricting the liberty of children to be undertaken by another person, to designate controlled and assisted community homes, and to comply with and exercise and perform any powers and duties contained in Schedule 4 of this Act and any regulations or orders made thereunder with regard to the management and conduct of community homes	AD-CS
Section 55	Power to refer any dispute concerning a controlled or assisted community home to the Secretary of State	AD-CS
Section 57	Duty to give not less than two years' notice in writing of an intention to withdraw the designation of a controlled or assisted community home as such	AD-CS

Section 62	Duty to satisfy himself that any voluntary organisation providing accommodation in the Council's area or on behalf of the Council are satisfactorily safeguarding and promoting the welfare of the children so provided with accommodation, to arrange for children who are so accommodated to be visited, to comply with and exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section, to secure that the care and accommodation of a child is undertaken by another person when not satisfied that the welfare of a child accommodated by a voluntary organisation is not being satisfactorily safeguarded or promoted, to authorise any person to enter and inspect any premises, inspect any children thereon, require the furnishing of records, and require assistance in having access to any computer	AD-CS
Section 63(12) Schedule 7 Para 4	Power to grant exemption from the usual fostering limit in appropriate circumstances and inform accordingly	AD-CS
Section 64	Power to exercise the powers contained in section 62 of this Act which apply in the case of voluntary organisations in the case of a person carrying on a children's home (visits, powers of entry and inspection etc)	AD-CS
Section 65	Power to consent to disqualified foster parents being concerned in the management of registered children's homes	AD-CS
Section 67(1)	Duty to satisfy himself that the welfare of any child who is privately fostered within the Council's area is being satisfactorily safeguarded and promoted and to secure that advice is given to those caring for them	AD-CS
Section 67(2)	Duty to comply with and exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section with regard to privately fostered children	AD-CS
Section 67(3)	Power to authorise Officers to visit private foster homes	AD-CS
Section 67 (5)	Power to take such steps as are reasonably practicable to secure that the care and accommodation of a child who is being privately fostered is undertaken by another person where their welfare is not being satisfactorily safeguarded or promoted	AD-CS

Section 68	Power to give consent for private fostering to disqualified foster parent	AD-CS
Section 69	Power to prohibit private fostering	AD-CS
Section 70	Power to prosecute in relation to private fostering	AD-CS
Section 78	Power to serve enforcement notice	AD-CS
Section 80(3)	Power to consent to an officer of the authority being authorised by the Secretary of State to conduct inspections under section 80 of this Act	AD-CS
Section 83	Power to conduct or assist in conducting research into any matter connected with the Council's functions in relation to children and their welfare, adoption and accommodation, and to transmit such particulars as may be required about the Council's performance of such functions to the Secretary of State	AD-CS
Section 85(4)	Power to take such steps as are reasonably practicable to determine whether the welfare of a child who has been accommodated by any health or education authority is adequately safeguarded and promoted and to consider the extent to which any functions under this Act should be exercised	AD-CS
Section 86	Power to safeguard the welfare of children in residential care, nursing or mental nursing homes	AD-CS
Section 94	Power to take such steps as are reasonably practicable to determine whether the welfare of a child who has been accommodated by any health or education authority is adequately safeguarded and promoted and to consider the extent to which any functions under this Act should be exercised	AD-CS
Section 100	Power to seek the leave of the court to make an application for the exercise of the court's inherent jurisdiction with respect to children	AD-CS
Section 102	Power to make an application to the court for a warrant authorising any constable to assist in the exercise of powers of entry	AD-CS
Schedule 2		
Para 1 of Sch 2	Power to take reasonable steps to identify the extent to which children are in need in the Council's area, to publish information about the provision of services by the Council and others, and to take such steps as are reasonable practicable to ensure that those who might benefit from the services receive the information relevant to them	AD-CS

Para 1A of Sch 2	Duty to review the Council's provision of services under sections 17, 20,21,23 and 24 of this Act, to prepare and publish a plan for the provision of services under Part 111 of this Act, to review, modify, and substitute such a plan, to consult others when producing or modifying such a plan, and to submit copies of such a plan to the Secretary of State on request. (This delegation does not include the power to approve, adopt or revoke any such plan or any modification or variation of it)	AD-CS
Para 2 of Sch 2	Power to open and maintain a register of disabled children within the Council's area	AD-CS
Para 3 of Sch 2	Power to assess the needs of any child at the same time as any assessment is made under any other enactment	AD-CS
Para 4 of Sch 2	Duty to take reasonable steps to prevent children suffering ill-treatment or neglect and to inform other local authorities that a child is likely to suffer harm	AD-CS
Para 5 of Sch 2	Power to provide assistance to a person to obtain alternative accommodation where it appears that a child is suffering or is likely to suffer ill treatment at the hands of that person	AD-CS
Para 6 of Sch 2	Power to provide services to minimise the effect on disabled children of their disabilities and to give such children the opportunity to lead lives which are as normal as possible	AD-CS
Para 7 of Sch 2	Duty to take reasonable steps to; reduce the need to bring court proceedings in respect of any child; to encourage children not to commit criminal offences; and to avoid the need for children to be placed in secure accommodation	AD-CS
Para 8 of Sch 2	Power to make provision for the services specified in this paragraph (which include advice, guidance, counselling, social, cultural and recreational activities, home help, travel, and holidays) to be available with respect to children in need while they are living with their families	AD-CS
Para 9 of Sch 2	Power to provide appropriate family centres in the Council's area	AD-CS
Para 10 of Sch 2	Power to take such steps as are reasonably practicable to enable a child to live with his family or to promote contact between him and his family	AD-CS

Para 11 of Sch 2	Duty to have regard to the different racial groups to which children who are in need in the Council's area belong when making arrangements for the provision of day care or to encourage persons to act as foster parents	AD-CS
Para 15 of Sch 2	Duty to endeavour to promote contact between a child who is looked after by the Council and his parents, relatives, friends and others connected with him, and to inform such persons of where the child is being accommodated	AD-CS
Para 16 of Sch 2	Power to make payments in respect of travelling, subsistence or other expenses incurred by persons visiting a child looked after by the Council, or incurred by such a child visiting others	AD-CS
Para 17 of Sch 2	Power to appoint an independent person as a visitor to a child looked after by the Council, and to give notice terminating such an appointment	AD-CS
Para 18 of Sch 2	Power to undertake any obligation by way of guarantee under any deed of apprenticeship or articles of clerkship which a child looked after by the Council or who qualifies for advice and assistance may enter into	AD-CS
Para 19 of Sch 2	Power to arrange for or to assist in arranging for any child in the care of or looked after by the Council to live outside England and Wales, and to seek the necessary approval for this from the court or any person	AD-CS
Para 19A of Sch 2	Power to advise, assist and befriend a child who is looked after by the Council with a view to promoting his welfare when he ceases to be looked after	AD-CS
Para 19B of Sch 2	Power to perform the additional functions set out in this paragraph and in any regulations made by the Secretary of State under this paragraph with regard to eligible children (as defined in this paragraph and by regulations made by the Secretary of State under this paragraph) who are looked after by the Council. (Carrying out of an assessment of needs and preparing a pathway plan)	AD-CS
Para 19C of Sch 2	Power to arrange for an eligible child (as defined in paragraph 19B and regulations made under that paragraph) who is looked after by the Council to have a personal adviser	AD-CS

Para 20 of Sch 2	Power to give notice of the death of a child looked after by the Council, to arrange for the burial or cremation of such a child, to make payments in respect of expenses incurred in attending such a child's funeral, and to recover expenses incurred by the Council in arranging the burial or cremation of a child under 16 from any parent of the child	AD-CS
Para 21 of Sch 2	Power to consider whether to recover contributions towards the maintenance of a child looked after by the Council	AD-CS
Para 22 of Sch 2	Power to serve a contribution notice on any person requiring payment of a contribution towards the maintenance of a child looked after by the Council, and to withdraw any such notice	AD-CS
Para 23 of Sch 2	Power to apply to the court for a contribution order requiring the contributor to contribute a weekly sum towards the maintenance of a child looked after by the Council, to apply to vary or revoke such an order, and to appeal against any such order	AD-CS
Para 24 of Sch 2	Power to collect contributions towards the maintenance of a child looked after by another local authority at the request of that authority and to deduct from the sum collected an agreed amount in respect of services rendered, to request another local authority to collect such contributions on behalf of the Council and to agree to make payments in respect of services rendered in so doing, and to enforce payment of any such contributions	AD-CS
Para 25 of Sch 2	Duty to comply with and to exercise and perform any powers and duties conferred by any regulations made by the Secretary of State with regard to contributions towards the maintenance of children looked after by the Council	AD-CS
Schedule 3		
Para 2 of Sch 3	Power to give directions to a child who is the subject of a supervision order with regard to where the child lives, his whereabouts, and his activities	AD-CS
Para 4 of Sch 3	Power to give directions to a child who is the subject of a supervision order with regard to medical and psychiatric examinations	AD-CS
Para 6 of Sch 3	Power to apply to the court to extend or further extend a supervision order	AD-CS
Para 9 of Sch 3	Power to agree to the making of a supervision order	AD-CS

Para 11 of Sch 3	Duty to comply with and exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this paragraph with regard to supervision orders and to defray any expenditure incurred by a supervisor in compliance with directions given by virtue of regulations made under this paragraph	AD-CS
Para 19(2) of Sch 3	Power to investigate the circumstances of any child about whom the Council has been notified Sch 3 under paragraph 19(1) of this Schedule (persistent failure to comply with directions given under education supervision order)	AD-CS
Schedule 6		
	Powers in relation to registration of private children's homes	AD-CS
Schedule 7		
Para 6 of Sch 7	Duty to establish a complaints procedure re exemptions from the usual fostering limit	AD-CS
Schedule 8		
Para 6 of Sch 8	Power to impose requirements on any person fostering or proposing to foster a child privately as to the number, age, and sex of children who may be fostered, the standard of accommodation and equipment to be provided, the arrangements to be made with respect to health and safety, and any particular arrangements which must be made with respect to the provision of care, to give notice of any such conditions and the reasons for them, and to vary or remove any requirement or impose an additional requirement	AD-CS
Para 9 of Sch 8	Power to exempt a person from giving notice under paragraph 9(3) of this Schedule (notice as to the estimated number of children who will be living at a school for more than 2 weeks during school holidays)	AD-CS
NHS & Community Care Act 1990		
Section 46	Power to consult in connection with and to publish any plan for community care services. (The power to prepare and modify any such plan is not hereby delegated)	AD-A AD-OP

Section 47	Power to carry out any assessment of any person's need for community care services, and to comply with and exercise and perform any powers and duties contained in any directions made by the Secretary of State under this section with regard to the making of such assessments	AD-A AD-OP
Complaints Procedure Directions 1990		
	Power to take action on recommendations of the Review Panel	AD-CS
Criminal Justice Act 1991		
Section 61	Duty to secure that the Council is in a position to comply with any security requirement which may be imposed by a remand or committal to local authority accommodation by providing secure accommodation or by making arrangements with other local authorities or other organisations for the provision of such accommodation, and to comply with and exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section with regard to such accommodation	AD-YOS
Section 65	Power to appoint a social worker or member of a youth offending team to supervise a person under the age of 22 years who has been released from a term of detention in a young offender institution or under section 91 of the Powers of Criminal Courts (Sentencing) Act 2000	AD-YOS
Carers (Recognition and Services) Act 1995		
Section 1	Power to carry out an assessment of any carer's ability to provide and continue to provide care for any person when so requested before making any decision as to the care to be provided by the Council, and to comply with any directions made by the Secretary of State under this section with regard to the carrying out of such assessments	AD-A AD-OP
Housing Act 1996		
Section 182	Duty to have regard to any guidance issued by the Secretary of State under this section when performing any functions under Part VII of this Act (homelessness)	DSS

Section 213(1)(b)	Duty to co-operate in rendering assistance to any local authority in discharging their functions under Part VII of this Act (homelessness) where so requested	DSS
Community Care (Direct Payments) Act 1996		
Section 1	Power to make direct payments in respect of any community care under section 47 of the National Health Service and Community Care Act 1990, and to comply with and exercise and perform any powers and duties contained in any regulations made under this section	AD-A AD-OP
Crime and Disorder Act 1998		D-YOS
Section 1	Power to apply for an Anti-Social Behaviour Order	
Section 11	Power to apply for a Child Safety Order	
Section 12	Power to apply for the discharge or variation of a child safety order	
Section 14	Power to make a local child curfew scheme, to consult before making such a scheme, to respond to consultation by the police where they intend to make such a scheme, to seek the Secretary of State's confirmation for such a scheme, and to publish a curfew notice given under such a scheme	
Section 38	Power to secure, in co-operation with the police and other authorities, that appropriate youth justice services are available in the Council's area, (including, but not limited to, the provision of appropriate adults, the assessment of children and young persons and the provision of rehabilitation programmes, the provision of support to such persons when remanded or committed on bail, the placement of such persons in accommodation, the provision of reports, the provision of responsible officers, and the supervision of children and young persons) and the making of payments towards expenditure incurred in the provision of such services	
Section 39	Power to establish a youth offending team as defined in this section, to make payments towards expenditure incurred by or for purposes connected with such a team, and to appoint any social worker to form part of such a team	

Section 40	Power to formulate and implement a youth justice plan as defined in this section, to submit such a plan to the Youth Justice Board, and to publish it in such manner as the Secretary of State may direct. (This delegation does not include the power to approve, adopt or revoke any such strategy or any modification or variation of it)	
Section 65	Power to act as an appropriate adult for an offender under the age of 17 when a reprimand or warning under this section is given	
Section 66	Power to assess a person referred to the youth offending team under this section (following a reprimand or warning under section 65 of this Act), to arrange for him to participate in a rehabilitation programme, and to have regard to any guidance in relation to rehabilitation programmes issued by the Secretary of State under this section	
Adoption (Intercountry Aspects) Act 1999		AD-CS
Section 2(4)	Power to carry out the functions under Article 9(a) to (c) of the Convention on Protection of Children and Co-operation in Respect of Intercountry Adoption 1993 (Hague Convention). (To collect, preserve and exchange information about a child and prospective adopters, to facilitate and expedite adoption proceedings, and to promote the development of adoption -adoption services)	
Immigration and Asylum Act 1999		AD-ASY
Section 95(13)	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under Schedule 9 of this Act with regard to the provision of support to Asylum Seekers and their dependants during the period prescribed in the regulations	
Section 99	Power to provide support for Asylum Seekers and their dependants in the way authorised by sections 96(1) and 96(2) of this Act (by providing accommodation, providing living needs, enabling them to meet expenses connected with their claim for asylum, and enabling them to attend bail proceedings) in accordance with arrangements made by the Secretary of State under section 95 of this Act	

Section 100	Duty to assist the Secretary of State in the exercise of his powers under section 95 of this Act to provide accommodation where so requested, and to supply to the Secretary of State such information about the Council's housing accommodation as he may request	
Protection Of Children Act 1999		AD-CS
Section 2	Power to refer to the Secretary of State an individual who is or has been employed in a child care position for inclusion in the list maintained under section 1 of this Act (individuals who are considered unsuitable to work with children)	
Section 4C	Power to apply to the High Court for an order restoring an individual's name to the list maintained by the Secretary of State under section 1 of this Act (persons unsuitable to work with children)	
Section 7	Power to ascertain whether an individual to whom it is proposed to offer employment in a child care position, or whom another person to whom the Council proposes to make a payment under section 17A of the Children Act 1989 (in respect of securing the provision of child care) employs or proposes to employ, is included in any of the lists maintained under this or any other Act of persons who are unsuitable to work with children, and to cease to employ an individual in a child care position if it is discovered that they are included in any such list	
Health Act 1999		DSS
Section 28	<i>Duty</i> to participate in the preparation and review of any Health Authority plan which is required to be prepared under this section, and to comply with any directions made under this section	
Section 31	To comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to entering into arrangements with prescribed bodies in connection with the exercise of prescribed functions of NHS bodies and prescribed health related functions of the Council	
Criminal Justice and Court Services Act 2000		

Section 34	Power to apply to the High Court for an order under this section (an order restoring an order disqualifying a person from working with children)	AD-CS
Care Standards Act 2000		AD-CS AD-A AD-OP
Section 12	Duty to apply to register any establishment or agency to which this Act applies (children's home, care home, residential family centre etc.) with the National Care Standards Commission, and to apply for registration as the manager of any such establishment or agency	
Section 15	Power to apply for the variation or removal of any condition attached to any registration granted under section 13 of this Act, or for the cancellation of any such registration	
Section 16	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the making of applications for the registration of any establishment or agency to which this Act applies	
Section 18	Power to make written representations to the National Care Standards Commission in response to a notice served under section 17 of this Act (notice of proposed refusal of registration or of proposed attaching of unagreed conditions to a registration)	
Section 21	Power to appeal to the Tribunal against any decision of the National Care Standards Commission as regards registration or against any order made by a justice of the peace under section 20 of this act	
Section 22	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the regulation of any establishment or agency to which this Act applies	
Section 28	Duty to display any certificate of registration issued under this Act in respect of any establishment or agency to which the Act applies	
Section 31	Duty to provide information relating to any establishment or agency registered under this Act to the National Care Standards Commission if so requested	

Section 32	Duty to provide such facilities and assistance as may be required by any inspectors carrying out an inspection of any establishment registered under the terms of this Act	
Section 33	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the making of an annual return to the National Care Standards Agency in respect of any establishment registered under the terms of this Act	
Section 45	Duty to provide information, documents or records to the National Care Standards Commission with regard to the Council's discharge of its adoption and fostering functions	
Section 48	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the exercise of the Council's fostering functions	
Section 50	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the making of annual returns to the National Care Standards Commission about the Council's performance of its adoption and fostering services	AD-CS
Section 51	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the payment of an annual fee to the National Care Standards Commission	AD-CS
Section 82	Duty to refer to the Secretary of State a care worker for inclusion in the list maintained under section 81 of this Act (individuals who are considered unsuitable to work with vulnerable adults)	AD-A AD-OP
Powers Of Criminal Courts (Sentencing) Act 2000		AD-YOS
Section 21 & 22	Power to adjourn any meeting of a youth offender panel, to refer an offender back to the appropriate court, and to allow any person to attend a meeting of a youth offender panel	
Section 23	Power to seek to reach agreement with an offender on a programme of behaviour the aim of which is to prevent re-offending (a youth offender contract) and to record and sign any such agreement	

Section 25	Power to end an initial meeting with an offender without agreeing a youth offender contract, to resume consideration of such a contract at a further meeting, and to refer the offender back to the appropriate court	
Section 26	Power to request a youth offending team to arrange for the holding of a progress meeting in respect of any offender party to a youth offending contract, and to review any such contract at any meeting so arranged	
Section 27	Power to conduct a final meeting, to review a offender's compliance with a youth offending contract, to decide whether such compliance has been such as to justify the conclusion that any offender will have satisfactorily completed any youth offending contract by the end of the compliance period, to give written confirmation of any such decision, and to refer any offender back to the appropriate court	
Section 29	Power to arrange for the provision of administrative staff, accommodation and other facilities as are required by a youth offender panel, to make arrangements for supervising any offender's compliance with a youth offending contract, and to ensure that the member of any youth offender panel appointed by the youth offending team keeps records of any offenders' compliance with such a contract	
Section 46	Power to appoint an appropriate officer to give information to a court as to the suitability of making a community punishment order	
Section 47 & 48	Power to appoint a member of a youth offending team to discharge the functions of a responsible officer with regard to the operation of a community punishment order and to exercise and perform the powers and duties in Schedule 3 of this Act	
Sections 63 & 65	Power to act as a supervisor for any child or young person in relation to whom a supervision order has been made under this section and to exercise and perform the powers and duties in Schedule 7 of this Act	
Section 64	Power to agree to the designation of the Council as the supervisor of a child or young person under a supervision order made under section 63 of this Act, and to defray any expenditure incurred by a supervisor in compliance with directions or requirements given by virtue of the provisions of Schedule 6 of this Act	

Section 66	Power to make arrangements with other persons for the provision of facilities for enabling directions and requirements made under Schedule 6 of this Act to be carried out effectively, to consult with a local probation board about any such arrangements, to specify any such arrangements in a scheme, to provide copies of any such scheme to the chief executive of the Haringey petty sessions area and others, to keep a copy of any such scheme available for inspection by members of the public, and to make a further such scheme	
Section 69	Power to appoint a social worker to; act as a responsible officer for the purposes of an action plan order made under this section, and provide a written report prior to the making of such an order	
Section 71	Power to provide a further report to the court with regard to the effectiveness of an action plan order made under section 69 of this Act	
Sections 70 and exercise 72	Power to give directions under an action plan order made under section 69 of this Act and to and perform the powers and duties in Schedule 8 of this Act	
Section 73	Power to appoint a social worker to prepare a report for any court considering the making of a reparation order under this section	
Section 74 &75	Power to appoint a social worker to act as a responsible officer for the purposes of a reparation order made under section 73 of this Act and to exercise and perform the powers and duties in Schedule 8 of this Act	
Section 103	Power to appoint a social worker to supervise an offender subject to a detention and training order	
Sections 36 &162	Power to appoint an appropriate officer to prepare any pre-sentence report	
Local Government Act 2000		

Section 93	Power to apply to the Secretary of State for any grant under this section in respect of welfare services, to provide such information as the Secretary of State may require in connection with any such application, to have regard to any guidance issued by the Secretary of State under this section, and to comply with and exercise and perform any powers and duties contained in any direction given by the Secretary of State under this section with regard to the administration and application of any such grants	DSS
Carers and Disabled Children Act 2000		AD-CS
Section 1	Duty to carry out an assessment of any carer's ability to provide and continue to provide care for a person cared for by them when so requested, and to comply with any directions made by the Secretary of State under this section with regard to the making of any such assessment	
Section 2	Duty to consider any assessment carried out under section 1 of this Act and to decide whether the carer has need in relation to the care he is providing and whether to provide services to the carer, and to comply with and exercise and perform any powers and duties contained in any regulations made under this section with regard to the making of provision under this section	
Section 3	Duty to comply with and to exercise and perform any duties and powers contained in any regulations made under this section with regard to the issue of vouchers to carers in respect of the provision of respite care	
Section 6	Power to carry out an assessment of the ability of a person with parental responsibility to care for and to continue to provide care for a disabled child when so requested, to comply with any directions made by the Secretary of State under this section with regard to the making of any such assessment, and to have regard to any such assessment when determining what, if any, services to provide under section 17 of the Children Act 1989	
Health and Social Care Act 2001		AD-A AD-OP

Section 50	Duty to provide community care services for persons with preserved rights under this section, and to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the provision of such services and the identification of persons entitled to them	
Section 51	Power to request or supply information from in relation to persons with preserved rights under this Act	
Section 54	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the making of additional payments in respect of accommodation provided under Part 111 of the National Assistance Act 1948	
Section 55	Power to enter into a deferred payment agreement with any resident in respect of accommodation provided under Part 111 of the National Assistance Act 1948	
Section 56	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to making arrangements under section 21 of the National Assistance Act 1948 for a person to be provided with residential accommodation in Scotland, Northern Ireland, the Isle of Man or the Channel Islands	
Section 57	Duty to comply with and to exercise and perform any powers and duties contained in any regulations made under this section with regard to the making of direct payments	
Homelessness Act 2002		
Section 1	Power to assist in the carrying out of a homelessness review, and to take account of any homelessness strategy formulated under this section	DSS
The Adoption and Children Act 2002		
Section 3	Power to continue to maintain an adoption service	AD-CS
Section 4	Power to carry out assessments for adoption support services, prepare and review adoption support plans, provide adoption support services, and to exercise and perform all powers and duties contained in any regulations made under this section	

Section 5	Power to prepare a plan for adoption services and exercise and perform support plans, provide adoption support services, and to exercise and perform all powers and duties contained in any regulations made under this section	
Section 18 & others	Power to exercise and perform all powers and duties conferred upon adoption agencies by the Adoption and Children Act 2002 and any regulations made under it	
Section 22-24	Power to apply to a court for a placement order in respect of a child, and to apply to vary or revoke a placement order	
Section 41	Power to apply for a recovery order in respect of a child who is or may be placed by an adoption agency	
Section 44	Power to investigate a notice of intention to adopt , to provide a report of such an investigation to the court, and to inform another local authority of the receipt of a notice of intention to adopt in respect of a child which it is known is looked after by that other authority	
Section 53	Duty to ascertain the wishes and feelings of certain persons, and duty to endeavour to promote contact with parents and to consider whether to recover contributions towards maintenance from the parents in accordance with regulations made under this section	

Section 8 General Delegations

The Chief Executive, Assistant Chief Executives, Directors and the General Manager of Alexandra Palace & Park may exercise any functions, powers and duties of the Council to take management and operational decisions on behalf of the Council. They may take these decisions in accordance with the law in those areas of responsibility assigned to the respective Directorates in Part 7 of the Constitution from time to time:

- to secure the effective management of their services including the authorisation of any procedures or contracts within the framework of Financial Regulations and Contract Procedure Rules;
- to implement and develop initiatives within the strategic policy framework and other Council plans and policy documents;
- to act or authorise the carrying out of the functions of the proper officer of the Council assigned by the scheme of delegation.

This authorisation will include the power:

- to authorise the service of any statutory notice;
- to authorise officers to enter premises in pursuance of a statutory function of the Council;
- to authorise the institution of any process or proceedings for administering or enforcing the functions of the Council;
- to take action on any urgent matter between meetings of the Executive or any Committee or Sub-Committee of the Council subject to statutory provisions and relevant considerations.

This authorisation gives the Chief Executive, Assistant Chief Executives, Directors and the General Manager of Alexandra Palace & Park all the powers delegated to other senior officers within their Directorates and the right to exercise those powers in the place of those senior officers.

This authorisation includes all the specific non-statutory and statutory powers set out below.

Non-statutory delegations

Administrative and Legal Matters

- Power to apply for a warrant to enter premises in exercise of his/her responsibilities
- Subject to the provisions of the Copyright Act 1963, authority to supply photocopies of documents to the general public subject to making such charges as may be agreed in a scheme approved by the Chief Executive and Director of Finance
- Power to authorise officers to enter land and where necessary to apply for warrant of entry
- Power to waive charges

- Power to authorise the recovery by legal proceedings of any sum to which the Council is entitled
- Power to appoint officers as authorised officers for any statutory purpose
- Power to deal with requests for access to Council premises by the media

Personnel Matters

- Changes to the establishment - affecting 20 or less posts - where the relevant employees' side are in agreement or have not raised objections within the agreed timetables, excluding in the case of the Education Service, the closure of service units*

(Note: consultation would be expected with the appropriate Executive Member in any event.)

- Power to enter into and agree appropriate settlements for individuals at termination of employment or in legal proceedings including those reached by compromise agreement
- Power to designate posts as casual or essential users in accordance with criteria as determined by the Head of Personnel
- Approval of sickness pay (half and full pay) or extension beyond the national, provincial or local agreements
- Extensions of service in accordance with agreed procedures, beyond the age of 65
- Approval of extension of special leave with pay
- Extensions of accident pay beyond the national, provincial or local agreements
- Grant of honoraria and where relevant ex-gratia payments to employees
- Power to appoint applicants above the minimum permissible increment point upon appointment
- Power to authorise accelerated increments
- Approval to changes to grades on various scales/conditions for all employee groups, except for Senior Management/Director Grades
- Re-designation of posts - subject to normal consultative procedures
- Decisions not to reclaim financial assistance granted under the Post-Entry Training Scheme
- Decision not to reclaim maternity pay
- Deletion of vacant, unfunded posts
- Approval of redundancies in accordance with the Council's redundancy policy and the approval of appropriate selection criteria in consultation with Head of Personnel
- Approval of minor changes in conditions of service established practice
- Appointments to vacancies and new posts below Assistant Director or equivalent level
- Dismissals and disciplinary action below Assistant Director or equivalent level in accordance with agreed procedures
- Approval of more than 5 days carry-over of annual leave to the following leave year

Property Matters

Any decision concerning the management or use of land held for the operational requirements of the officers of a Directorate may be taken by the relevant Director. Any decision on the letting or disposal of land held for the Directorate shall be referred to the Director of Finance or the Head of Property in accordance with their respective delegated powers, unless it is a key or a relevant decision referred to The Executive or the appropriate individual Executive Member.

Statutory Delegations

Local Government (Financial Provisions) Act 1963	
Section 5	To defray expenses properly incurred by an officer of the Council
G.L.C (General Powers) Act 1969	
Section 37(1)	Power to microfilm documents
Section 37(4)	Power to designate the officer who shall certify microfilm copies for evidence in Court
Local Authorities (Goods & Services) Act 1970	
Section 1	To enter into any agreement with any other public body for the supply of goods and services
The Chronically Sick & Disabled Persons Act 1970	
Section 4	Duty to make provision for the needs of members of the public who are disabled and who are visiting any building or premises to which the public are to be admitted
Section 7	To provide signs indicating that provision has been made for the disabled at any building
Section 8	Duty to make provision for the needs of disabled persons using office and other premises in which they are employed by the Council with regard to the means of access to and within the premises, parking facilities, and sanitary conveniences
Town & Country Planning Act 1971	
Section 125	Power to manage or use a listed building occupied by the Council

Health & Safety at Work Etc Act 1974	
Section 2(1)	Duty to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all employees
Local Government Act 1974	
Section 36(1)	Power to recover administration costs in addition to actual costs of undertaking work
Race Relations Act 1976	
Section 71	To have due regard, when carrying out any of the Council's functions, to the need to eliminate unlawful racial discrimination and to promote equality of opportunity and good relations between persons of different racial groups, and to perform such duties as may be imposed by the Secretary of State by order under this section in relation to the better performance of such functions
Section 71D	To comply with a compliance notice issued under this section
Local Government (Miscellaneous Provisions) Act 1976	
Section 16	To serve on any person occupying, having an interest in, or managing any land a notice requiring them to furnish the Council with information regarding the nature of their interest in the land and the name and address of others occupying, managing or having an interest in the land
Representation of the People Act 1983	
Section 35(6)	To place the services of any Council officers at the disposal of any person acting as the returning officer at any Greater London Authority election for an electoral area situated wholly or partly in the Borough
Local Government & Housing Act 1989	
Section 150	To exercise and perform any powers and duties contained in any regulations made by the Secretary of State under this section permitting the making of a charge for any Council function for which there is no other statutory power to charge.* (The power to set any charges or scales of charges shall be exercised in consultation with the relevant Executive Member).
Charities Act 1993	

Section 78	To make arrangements for co-ordinating the activities of the Council and those of any charity established for purposes similar or complementary to services provided by the Council in the interests of persons who may benefit from those services or from the charity and to disclose to any such charity any information obtained in connection with the services provided by the Council
Civil Evidence Act 1995	
Section 9	To certify that any document forms part of the records of the Council for the purpose of admitting that document as evidence in civil proceedings
Disability Discrimination Act 1995	
Section 6	To take such steps as it is reasonable in all the circumstances to take in order to prevent either a) the arrangements made in relation to the employment of any person by the Council or b) any physical feature of premises at which people are employed by the Council having the effect of placing a disabled person at a substantial disadvantage in comparison with persons who are not disabled, and to comply with and exercise and perform any powers and duties contained in any regulations made under this section with regard to the duty imposed by this section.
Section 21	<ul style="list-style-type: none"> • To take such steps as are reasonable to change any practice, policy or procedure which makes it impossible or unreasonably difficult for disabled persons to make use of services which the Council provides; • To take such steps as are reasonable to remove, alter, or avoid any physical feature which makes it impossible or unreasonably difficult for such persons to make use of such services; • To take such steps as are reasonable to provide an auxiliary aid or service that would enable or facilitate the use of Council services by disabled persons, and to comply with and exercise and perform any powers and duties contained in any regulations made under this section.
Local Government Act 2000	

Section 92	Power to approve compensation payments to remedy complaints in accordance with the Corporate Complaints Procedure and Financial Regulations
Criminal Justice & Court Services Act 2000	
Section 35	To ensure that a person who is disqualified from working with children under the terms of this Act is not offered work in a regulated position (as defined in section 36 of this Act) and that any such person who is so employed is removed from such work.
Criminal Justice and Police Act 2001	
Sections 50, 52-55, 60-62	To authorise any officer exercising a power to enter and/or seize items found on premises to exercise the additional powers of seizure contained in this section, to give the required notice under section 52 of this Act, and to perform the duties contained in sections 53-55 of this Act (to return certain items seized) and sections 60-62 of this Act (to secure certain items seized)
Local Government Act 2003	
Section 93	Power to charge for discretionary services

Section 9 Proper Officer and Specified Officer Functions

1.1 Chief Executive

The Chief Executive is appointed Proper Officer and specified officer in relation to:

- a) Any reference in any enactment, passed before or during the 1971/72 sessions of Parliament (other than the Local Government Act 1972) or in any instrument made before 26th October 1972, to the Clerk of the Council or the Town Clerk of the Borough;
- b) Any statutory function of a Proper Officer, or other specified officer, in any legislation, whenever made, not otherwise expressly provided for in this Constitution;
- c) The Local Government Act 1972, Sections 83, 84, 88(2), 89(1)(b), 96, 225 and Schedule 12, Part I, paragraphs 4(2)(b) and 4(3) (notices relating to Members and meetings);
- d) The Representation of the People Act 1983, Sections 8 (Registration Officer) and 35(3) (Returning Officer at an election of Councillors);
- e) The Local Government and Housing Act 1989, Sections 4 (Head of Paid Service), and notifications pursuant to sections 15 to 17 and Schedule 1 and Regulations made thereunder (Political Balance);
- f) Section 234 of the Local Government Act 1972. This authorises the Chief Executive to sign any notices or other documents which the Council is statutorily empowered to give, make or issue. This delegation is in addition to, and does not reduce, the power of individual senior officers to sign such notices or other documents, as provided for elsewhere in this Constitution.

In addition the Chief Executive is empowered:

- g) To authorise Officers' attendance at any conference/seminar/symposium etc. * after consultation with the appropriate Executive Member, where the conference / seminar / symposium etc. is outside Great Britain;
- h) To authorise Members' attendance at any conference/seminar/symposium etc.* in consultation with the Leader, where the conference / seminar / symposium etc. is outside Great Britain.

1.2 **Director of Finance**

The Director of Finance has been appointed Proper Officer and specified officer in relation to:

- a) The proper administration of the Council's financial affairs under Section 151 of the Local Government Act 1972;
- b) Sections 115 and 146 of the Local Government Act 1972 (receiving monies due from other officers and certifying changes in name or area of Council);
- c) Part VIII (sections 111 to 116) of the Local Government Finance Act 1988
- d) Responsibility for the overall management of the internal audit function in accordance with the Accounts and Audit Regulations 2003.
- e) Budget calculations and budget monitoring under Part 2 of the Local Government Act 2003.

1.3 **Head of Legal Services**

The Head of Legal Services has been appointed Proper Officer and specified officer in relation to:

- a) Sections 229 and 238 of the Local Government Act 1972 (certification of documents);
- b) Schedule 29, paragraph 41(3) of the Local Government Act 1972 (appointment of interim registrar of births, marriages & deaths on vacancy);
- c) Section 30(5) of the Local Government Act 1974 (public notice of Ombudsman's reports);
- d) Authorising any officer to appear on behalf of the Council in proceedings before a Magistrates Court under Section 223(1) of the Local Government Act 1972 and in proceedings before a County Court under Section 60 of the County Courts Act 1984. This includes power to certify such authorisation under Section 41(3) of the Local Government (Miscellaneous Provisions) Act 1976;
- e) Signing on behalf of the Council to certify a contract under the Local Government (Contracts) Act 1997;
- f) The functions of the Monitoring Officer under sections 5 and 5A of the Local Government and Housing Act 1989 and sections 66 and 81 of the Local Government Act 2000 and Regulations made thereunder.

1.4 **Head of Members' and Democratic Services**

The Head of Local Democracy has been appointed Proper Officer and specified officer in relation to:

- a) Part VA and Schedule 12A of the Local Government Act 1972 (Access to Information) and the Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000-2002 (Access to Information);
- b) Except as provided in 1.6 below, section 191 (information to assist Ordnance Survey) of the Local Government Act 1972;
- c) Sections 225 and 229 and Schedule 14, Part II, Paragraph 25 (7) of the Local Government Act 1972, and Section 41(1) of the Local Government (Miscellaneous Provisions) Act 1976 (custody of, and certifying, documents);
- d) The Local Government and Housing Act 1989, Section 2(2) (Maintenance of list of politically restricted posts);
- e) Section 19 of the Local Government & Housing Act 1989 and Regulations made thereunder (Members' Interests Regulations);
- f) Section 8 of the Representation of the People Act 1983, as the officer who will act as Deputy to the Electoral Registration Officer in the event of the latter's incapacity or a vacancy arising.

In addition the Head of Members' and Democratic Services is empowered:

- g) To determine the appointment of outside members to the "pool" from which the membership of School Admissions Appeals Panels and School Exclusions Appeals Panels are drawn;
- h) To determine the membership of individual Appeals Panels (under (g) above) and the selection of Chairs of these Panels;
- i) To make appointments of representative School Governors as notified by the Executive Member for Education or the Opposition Spokesperson, as appropriate;*
- j) To make appointments to vacancies on the Standing Advisory Council on Religious Education and Conference Committees.

1.5 **Head of Personnel**

The Head of Personnel is authorised to provide the "Certificate of Opinion" for employees on SCP44 or above making application for exemption from political restriction under section 3 of the Local Government and Housing Act 1989 – (Politically Restricted Posts).

1.6 **Director of Environmental Services**

The Director of Environmental Services is appointed the Proper Officer in relation to the functions of his Services for the purposes of Sections 191 Local Government Act 1972 (information to assist Ordnance Survey), Section 78(8) Building Act 1984 (urgent action on dangerous buildings) and section 205 of the Highways Act 1980 (certification under the private street works code).

1.7 **Director of Housing Services**

The Director of Housing Services is appointed the Proper Officer for the purposes of section 606 of the Housing Act 1985 (reports on unfit houses).

1.8 **Director of Social Services**

The Director of Social Services is authorised to appoint Review Panels to consider Stage 3 complaints in Social Services that fall within the National Health Service and Community Care Act 1990.

1.9 **General Provisions**

- (a) All Chief Officers have been appointed Proper Officers in relation to the functions of their respective Services for the purposes of section 234 of the Local Government Act 1972 (signing or authenticating any notice, order or other document which the Council are authorised or required to issue under any enactment).
- (b) Any reference to the function of a Proper Officer in relation to any legislation is to be taken as including subordinate legislation and any enactment for the time being amending or replacing such legislation.
- (c) If the office of any of the officers referred to above is vacant or the officer is absent or otherwise unable to act, his/her deputy, or, failing that deputy, the most suitable senior officer, is hereby authorised to act as the Proper Officer.

1.10 **Attestation of Seal**

The Seal on documents shall be attested by any one of the following officers:

Chief Executive, Director of Finance, Head of Legal Services, Deputy Head of Legal Services or any officer authorised by the Head of Legal Services either in relation to a specific document or particular categories of documents.