

NEIGHBOURHOOD SERVICES DEPARTMENT

Approved by Council on

No.	Function	Proper/Designated Officer
	Town and Country Planning Act 1990	
NS1 (formerly PT1)	<p>Determination of all matters within the powers and duties of the Committee under the Principal Act and the consolidating Acts as defined by the Planning (Consequential Provisions) Act 1990 together with any Regulations made thereunder other than in relation to an application which:</p> <ol style="list-style-type: none"> 1. Any Member requests in writing, within 21 days of receipt, that an application should be presented to the Development Control Committee; or 2. Is submitted by or on behalf of a Member of the Council, any officer employed in the Neighbourhood Services Department or any other officer who holds a politically restricted post and to which third part representations have been made; or 3. Where the decision would be contrary to any policy of the Borough Local Plan; or 4. Involves development by or on behalf of the Council to which third part representations have been made; or 5. Involve a detailed planning application for more than nine residential units, unless the Council has previously approved the same number of dwellings on the same site; or an outline planning application where the site area is in excess of 0.5 hectares. 6. Involves non-residential development with a gross floor area in excess of 1,000 square metres; or where the site area is in excess of 1 hectare. 7. 8. Any application accompanied by an Environmental Impact Statement 9. Any application where approval would involve a legal agreement under planning legislation 10. Involves the erection of a new telecommunication mast. 	<p>Director of Neighbourhood Services</p> <p>Head of Planning Services</p>

	For clarification this would apply to all planning applications for new mast structures but 'prior notification' submissions for structures under 15 metres in height would remain delegated items because of the reduced timescales involved. The addition of further antennae on the masts already having permission would be a delegated item.	
NS2 (formerly PT2)	Discharge of conditions attached to Approvals.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Senior Development Control Officer Planning Officer
NS3 (formerly PT3)	Issue of Notices of Approval and Refusal	Director of Neighbourhood Services Head of Planning Services Development Control Manager Senior Development Control Officer
NS4 (formerly PT4)	Service of Breach of Condition Notices (in those cases where the relevant condition had previously been agreed by the Committee).	Director of Neighbourhood Services Head of Planning Services Development Control Manager.
NS5 (formerly PT5)	Making, amending, varying and revoking Tree Preservation Order in situations where urgent action is required.	Director of Neighbourhood Services Head of Planning Services Development Control Manager
NS6 (formerly PT6)	Determination of applications to prune trees protected by a Tree Preservation Order	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer

NS7 (formerly PT7)	Determination of notifications to fell or lop trees in Conservation Areas.	Director of Neighbourhood Services Head of Planning Services Landscape Architect Arboriculture Officer
	Town and Country Planning Act 1990 and Planning (Listed Buildings and Conservation Areas) Act 1990	
NS8 (formerly PT8)	Service of the following in situations where urgent action is required:- (i) Enforcement Notices (ii) Listed Building Enforcement Notices (iii) Stop Notices	Director of Neighbourhood Services Head of Planning Services Development Control Manager
NS9	Determination that it is not expedient to take formal enforcement action. (Explanation: At present it is unclear whether officers in dealing with alleged breaches of planning control have the ability to close an enforcement case where investigations have revealed that there is a breach but that it is so minor that it is not expedient to take action. The typical example is the fence, which is marginally higher than permitted tolerances. I'm concerned that a complainant who is aggrieved could challenge us that we (officers) have made a decision not to pursue the complaint further.)	Director of Neighbourhood Services Head of Planning Services Development Control Manager Senior Development Control Officer
NS9 (formerly PT10; NS10)	Issue of Notices of Approval and Refusal	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer

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	Planning and Compensation Act 1991	
NS10 (formerly PT11, NS11)	Service of Planning Contravention Notices.	Director of Neighbourhood Services Head of Planning Services Development Control Manager
	Town and Country Planning and General Development (Amendment) (No. 3) Order	
NS11 (formerly PT12; NS12)	Determination of whether prior approval is required regarding the method of demolition and restoration of buildings.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer
NS12 (formerly PT13; NS13)	Determination of such applications where prior approval is required.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer
	Town and Country Planning and General Development (Amendment) (No. 2) Order	
NS13 (formerly PT14; NS14)	Determination of whether prior approval is required for the siting, design and external appearance of Agricultural and Forestry Buildings.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer

NS14 (formerly PT15; NS15)	Determination of such applications where prior approval is required.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer
	Town and Country Planning (General Regulations) 1992	
NS15 (formerly PT16; NS16)	Issuing Notices for Development under Regulations 3 and 4.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer
	Town and Country Planning Act 1990	
NS16 (formerly PT17; NS17)	Service of Notices requisitioning information.	Director of Neighbourhood Services Head of Planning Services Development Control Manager.
NS17 (formerly PT18; NS18)	Determination of planning applications for alterations to dwellings subject to Article 4 Direction.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer

NS18 (formerly PT19; NS19)	Development by Telecommunications Code Systems Operators:- (i) Determine whether or not prior approval of the siting and appearance of the development is required. (ii) Determine those applications where prior approval is required. (iii) To determine whether prior approval is required for demolition and site restoration.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Forward Planning Manager Senior Development Control Officer
NS19 (formerly PT20; NS20)	Determination of “Hedgerow Removal Notice” applications under the Hedgerow Regulations 1997.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Landscape Officer Arboriculture Officer
NS20 (formerly PT21; NS21)	Service of “Hedgerow Replacement Notices”.	Head of Planning Services Development Control Manager
NS21 (formerly PT22; NS22)	To instigate prosecutions under the Hedgerow Regulations 1997.	Director of Neighbourhood Services Head of Planning Services
	Town and Country Planning (Environmental Impact Amendment) Regulations 1999	
NS22 (formerly PT24; NS23)	(i) Determine, upon receipt of a planning application, whether or not an Environmental Statement is required under Regulation 7 of the Town and Country Planning (Environmental Impact Assessment) Regulations 1999; (ii) Give notification to applicants and their agents on those occasions when an environmental statement is necessary; (iii) Provide a “screening opinion” to prospective applicants as to whether an Environmental Assessment is required under Regulation 5 of the Town and Country Planning (Environmental Impact Assessment) Regulations 1999; and (iv) Provide a “scoping opinion” under Regulation 10 of the Town and Country Planning (Environmental Impact Assessment) Regulations 1999 on what should be included in an Environmental Statement.	Director of Neighbourhood Services Head of Planning Services Development Control Manager Senior Development Control Officer

	Local Government and Housing Act 1989	
NS23 (formerly PT25; NS24)	Determination of applications for House Renovation and Disabled Facilities Grants	Director of Neighbourhood Services Building Control Manager
	Building Act 1984	
NS24 (formerly PT26; NS25)	Service of the following Notices, Directions and Applications:- (i) Requiring removal or alteration of work not carried out in accordance with Approved Plans. (ii) Failure to comply with Regulations or Approved Plans. (iii) Refusal of application for dispensation with or relaxation of Building Regulations. (iv) Direction dispensing with or relaxing requirements of Building Regulations. (v) Requirement on owner to deal with ruinous or dilapidated building. (vi) Requirement on owner to remove rubbish etc. (vii) Application to Magistrates Court for Order to require owner of dangerous building/structure to remedy situation. (viii) Intention to carry out emergency measures to deal with dangerous building/structure. (ix) Method of demolition to be followed. (x) Determination of applications and notices under Building Regulations.	Director of Neighbourhood Services Building Control Manager
	Building Regulations 1991 and 2000	
NS25 (formerly PT27; NS26)	Notice to open up works.	Director of Neighbourhood Services Building Control Manager
	Building (Approved Inspectors etc.) Regulations 1985 and 2000	
NS26 (formerly PT28; NS27)	Service of the following Notices:- (i) Rejection of Initial Notice. (ii) Rejection of Plans Certificate. (iii) Rejection of combined Initial Notice and Plans Certificate. (iv) Rejection of Final Certificate. (v) Rejection of Public Bodies Notice. (vi) Rejection of Public Bodies Plans Certificate (vii) Rejection of Public Bodies Notice and Plans Certificate. (viii) Rejection of Public Bodies Final Certificate. (ix) Cancellation by Local Authority.	Director of Neighbourhood Services Building Control Manager

	The Building (Local Authority Charges) Regulations 1998	
NS27 (formerly PT29; NS28)	Authority to vary the Council's scheme of Building Regulation Charges	Building Control Manager in consultation with the Cabinet Member for Regeneration
NS28 (formerly PT30; NS29)	Authority, where allowed for within the scheme, to vary plan charges for individual applications where work of a repetitive nature or work previously approved or inspected is involved, to a maximum of 30% of the plan charge in accordance with the powers given by the Regulations.	Building Control Manager
	Local Government Act 1972 (S.191)	
NS29 (formerly PT31; NS30)	Functions with respect to Ordnance Survey	Director of Neighbourhood Services Head of Planning Services
	Consultations on Highway Matters	
NS30 (formerly PT34 and CS32; NS31)	Responses to County Council on proposals to divert Footpaths and make Traffic Regulation Orders.	Director of Neighbourhood Services Head of Environmental Services Street Scene Manager Technical Services Manager in consultation with the appropriate Cabinet Member and local Ward Members.
	Other Matters	
NS31 (formerly PT35; NS32)	Lodging of objections to applications for new or variations to existing licences.	Director of Neighbourhood Services Head of Planning Services
NS32 (formerly PT37; NS33)	Authority to confer rights of entry on any Officer of the Council for the purposes of discharging its planning control and enforcement functions under the provisions of Section 196a-c, 214b-d, 324 and 325 of the Town and Country Planning Act 1990; Sections 88, 88a-b of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Section 36, 36a-b of the Planning (Hazardous Substances) Act 1990.	Director of Neighbourhood Services Head of Planning Services
NS33 (formerly PT38; NS34)	Authority to seek (but not to authorise) permission for development on behalf of the Council under the Town and Country Planning General Regulations 1992 (applications by Local Authorities) and the Building Act 1984.	Director of Neighbourhood Services
NS34 (formerly PT39; NS35)	Street naming and numbering	Building Control Manager in consultation with the appropriate Cabinet Member.

NS35 (formerly CS3; NS36)	Environmental Protection Act 1990 - Part IV (Litter) - Authority to take proceedings through the Magistrates Court	Director of Neighbourhood Services; Head of Environmental Services in consultation with the appropriate Cabinet Member.
NS36 (formerly CS4; NS37)	Service of Abatement Notices	Director of Neighbourhood Services; Head of Environmental Services Manager in consultation with the appropriate Cabinet Member.
NS37 (formerly CS5; NS38)	Service of Fixed Penalty Notices	Street Scene Manager Street Scene Controller Street Scene Co-ordinators Street Scene Supervisors Neighbourhood Wardens
NS38 (formerly CS6; NS39)	Service of Litter Control Notices	Director of Neighbourhood Services; Head of Environmental Services in consultation with appropriate Cabinet Member.
NS39 (formerly CS7; NS40)	Signing of Trade Refuse Contracts (including Controlled Waste Transfer Notes)	Director of Neighbourhood Services Street Scene Manager Street Scene Controller
NS40 (formerly CS8; NS41)	Authority to adopt open space in new developments for inclusion in the Council's maintenance programme.	Director of Neighbourhood Services; Head of Environmental Services in consultation with the appropriate Cabinet Member.
NS41	Power to decline to determine applications for planning permission	Director of Neighbourhood Services Head of Planning Services
NS42	Power to apply for an injunction restraining a breach of planning control.	Director of Neighbourhood Services
NS43	Power to require proper maintenance of land.	Director of Neighbourhood Services Head of Planning Services Development Control Manager

NS44	Power to apply for an injunction in relation to a listed building.	Director of Neighbourhood Services
NS45	Power to execute urgent works.	Director of Neighbourhood Services
NS46	Power to issue a Tree Replacement Notice.	Director of Neighbourhood Services Head of Planning Services Development Control Manager
NS47	Power to issue Remedial Notices in relation to High Hedges under Part 8 of the Anti-Social Behaviour Act 2003.	Director of Neighbourhood Services Head of Planning Services Development Control Manager
NS48	Power to issue Temporary Stop Notices under Part 4 of the Planning and Compulsory Purchase Act 2004, Sections 171E-171H of the Town and Country Planning Act 1990.	Director of Neighbourhood Services Head of Planning Services Development Control Manager
	Environmental Health	
	Control of Animals Animal Boarding Establishments Act 1963 Breeding of Dogs Act 1973 and 1991 Dangerous Wild Animals Act 1976 Pet Animals Act 1951 and 1983 Riding Establishments Act 1964 and 1970 Environmental Protection Act 1990 Part IV and VIII Dangerous Dogs Act 1991 Dogs (Fouling of Land) Act 1996 The Breeding and Sale of Dogs (Welfare) Act 1999 Any Regulations, Orders or other relevant statutory provisions made under or incorporated into the above.	

<p>NS49 formerly HEH1; NS42)</p>	<p>Authority to:- Enter and inspect premises for compliance with legal requirements Prepare and serve notices and issue licences and other documentation</p> <p>Carry out all other relevant duties conferred by this legislation. To seize and detain stray and Dangerous Dogs and Dangerous Wild Animals. Issue fines for fouling and litter.</p>	<p>Director of Neighbourhood Services; Head of Environmental Services Public Health Services Manager Inspection and Licensing Services Manager Senior Environmental Health Officers Environmental Control Officer Environmental Control Assistant Environmental Health Officer (Public Health) Environmental Protection Officers Environmental Protection Assistants</p>
<p>NS50 (formerly NS43)</p>	<p>Service of Fixed Penalty Notices (Dogs Fouling of Land act 1996)</p>	<p>Street Scene Manager Street Scene Controller Street Scene Co-ordinators Street Scene Supervisors Neighbourhood Wardens Neighbourhood Warden Co-ordinator Neighbourhood Warden Co-ordinator (StreetSafe)</p>
<p>NS51 (formerly HEH2; NS44)</p>	<p>Authority to :- Sign notices and licences. To instigate legal proceedings</p>	<p>Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Inspection and Licensing Services Manager</p>

	<p>Environmental Control Environmental Protection Act 1990 Environment Act 1995 Clean Air Act 1993 Noise Act 1996 Noise and Statutory Nuisance Act 1993 Control of Pollution Act 1974 Water Industries Act 1991 Pollution Prevention and Control Act 1999 Clean Neighbourhoods and Environment Act 2005 Any regulations, Orders or other relevant statutory provisions made under or incorporated into the above</p>	
<p>NS52 (formerly HEH3; NS45)</p>	<p>Authority to:- Enter and inspect premises for compliance with legal requirements. Take samples and otherwise monitor. Prepare and serve notices, licences, authorisations, approvals and other documentation. Carry out all relevant duties conferred by this legislation Issue fixed penalty notices</p>	<p>Director of Neighbourhood Services; Head of Environmental Services; Public Health Services Manager Inspection and Licensing Services Manager Senior Environmental Health Officers Environmental Health Officer (Public Health) Environmental Control Officer Environmental Control Assistant Environmental Protection Officers Environmental Protection Assistants</p>
<p>NS53 (formerly HEH4; NS46)</p>	<p>Authority to:- Sign notices, licences, authorisations, approvals and other documentation. To instigate legal proceedings.</p>	<p>Director of Neighbourhood Services Head of Environmental Services; Public Health Services Manager Inspection and Licensing Services Manager</p>

	<p>General Public Health Public Health Acts 1936 and 1961 Environmental Protection Act 1990 Part II, III and IV Building Act 1984 Caravan Sites and Control of Development Act 1960 Prevention of Damage by Pests Act 1949 Refuse Disposal (Amenity) Act 1978 Clean Neighbourhood and Environment Act 2005 Anti-Social Behaviour Act 2003 Town and Country Planning Act 1990 Public Health (Control of Disease) Act 1984 Scrap Metal Dealers Act 1964 Pesticides Act 1995 Local Government (Miscellaneous Provisions) Act 1976 and 1982 National Assistance Act 1948 and 1951 Criminal Justice and Public Order Act 1994 Control of Pollution Act 1974 Motor Salvage Operators Regulations 2002 Any regulations, orders or other statutory provisions made under the above</p>	
<p>NS54 (formerly HEH5; NS47)</p>	<p>Authority to:- Enter and inspect premises for compliance with legal requirements. Take samples and otherwise monitor Prepare and serve notices, licences and other documentation Carry out all other relevant duties conferred by this legislation</p>	<p>Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Housing Strategy Manager Inspection and Licensing Services Manager Environmental Health Officer (Public Health) Environmental Control Officer Environmental Control Assistant Environmental Protection Officers Environmental Protection Assistants</p>

<p>NS55</p>	<p>Refuse Disposal (Amenity) Act 1978</p> <p>Authority to:-</p> <p>Enter and inspect premises for compliance with legal requirements. Prepare and serve notices, licences and other documentation Carry out all other relevant duties conferred by this legislation</p>	<p>Neighbourhood Wardens</p>
<p>NS56 <small>(formerly HEH6; NS48)</small></p>	<p>Authority to:-</p> <p>Sign notices, licences, authorisations, approvals and other documentation.</p> <p>To instigate legal proceedings.</p>	<p>Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Housing Strategy Manager Inspection and Licensing Services Manager</p>
<p>NS57 <small>(formerly NS49)</small></p>	<p>Sign notices under the provisions of Section 16, Local Government (Miscellaneous Provisions) Act 1976 and Section 29, Local Government (Miscellaneous Provisions) Act 1982 only</p>	<p>Environmental Control Officer; Environmental Control Assistant; Environmental Protection Officer; Environmental Health Officer (Public Health), Housing Strategy Manager; Private Sector Renewals Manager; Home Improvement Agency Manager; Home Improvement Agency Technical Officer</p>

	<p>Private Sector Housing Housing Acts 1985, 1988, 1996 and 2004 Housing Grants, Construction and Regeneration Act 1996 Any regulations, orders or other relevant statutory provisions made under or incorporated into the above.</p>	
<p>NS58 (formerly HEH7; NS50)</p>	<p>Authority to:- Enter and inspect premises for compliance with legal requirements. Prepare and serve notices, licences, authorisations, approvals and other documentation. Carry out all other relevant duties conferred by this legislation.</p>	<p>Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Inspection and Licensing Services Manager Environmental Health Officer (Public Health) Environmental Control Officer; Environmental Control Assistant; Environmental Protection Officers; Environmental Protection Assistants Housing Strategy Manager; Private Sector Renewals Manager; Home Improvement Agency Manager; Home Improvement Agency Technical Officer</p>
<p>NS59 (formerly HEH8; NS51)</p>	<p>Authority to:- Sign notices, licences, authorisations, approvals and other documentation. To instigate legal proceedings.</p>	<p>Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Inspection and Licensing Services Manager Housing Strategy Manager</p>

	<p>Food Safety Food Safety Act 1990 Food and Environmental Protection Act 1985 European Communities Act 2003 Products of Animal Origin (Third Country Imports) (England) Regulations 2003 Any regulations orders and other relevant statutory provisions made under or incorporated into the above.</p>	
NS60 (formerly HEH9; NS52)	<p>Authority to:-</p> <p>Enter and inspect premises for compliance with legal requirements. Prepare, sign and serve notices, licences, authorisations, approvals and other documentation. Carry out all other relevant duties conferred by this legislation. To instigate legal proceedings.</p>	Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Inspection and Licensing Services Manager
NS61 (formerly HEH10; NS53)	<p>Authority to:-</p> <p>Enter and inspect premises for compliance with legal requirements.</p>	Senior Environmental Health Officers Environmental Health Officer (Public Health)
NS62	<p>Prepare, sign and serve notices Prepare and serve licences, authorisations, approvals and other documentation Carry out all other relevant duties conferred by this legislation To instigate legal proceedings.</p>	Senior Environmental Health Officers

	Health and Safety at Work Health and Safety at Work Act 1974 and its relevant statutory provisions	
NS63 (formerly HEH12; NS54)	Authority to:- Enter and inspect premises for compliance with legal requirements and exercise the powers contained in Sections 20, 21, 22 and 25 Carry out all other relevant duties conferred by the legislation	Glyn Hall Alan Suggett: Neil Smalley, Eric Beevers: Terry Holden Meryl Gregg Donna Toroni Martin Scott as Inspectors
	Young Persons Employment Act 1938 Sunday Trading Act 1994 Any regulations orders and other relevant statutory provisions made under the above.	
NS64 (formerly HEH14; NS55)	Authority to:- Enter and inspect premises for compliance with legal requirements. Prepare and serve notices, licences, authorisations, approvals and other documentation Carry out all other relevant duties conferred by this legislation	Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Inspection and Licensing Services Manager Senior Environmental Health Officers Environmental Health Officer (Public Health) Environmental Control Officers Environmental Control Assistant Environmental Protection Officers Environmental Protection Assistants
NS65 (formerly HEH15; NS56)	Authority to:- Sign notices, licences, authorisations, approvals and other documentation. To instigate legal proceedings.	Director of Neighbourhood Services Head of Environmental Services Public Health Services Manager Inspection and Licensing Services Manager

NS66 (formerly HEH44; NS57)	Public Health (Control of Diseases) Act 1984 Public Health (Infectious Diseases) Regulations 1988 National Assistance Act 1948 and 1951 – Various statutory functions under the above Acts and Regulations re: control of Communicable Disease.	Dr. Roberta Marshall Dr. Deborah Wilson Dr. M. Grandey Dr. A. Lowe Dr. I. Holtby Dr. P. Cresswell
	General	
NS67 (formerly HEH16; NS58)	Authority to authorise staff appropriate to their job specification following changes to personnel and/or job titles.	Director of Neighbourhood Services
	Licensing	
NS68 (formerly NS59)	Authority to instigate or otherwise respond to legal proceedings.	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager (in consultation with the Solicitor to the Council and the Chairman and Vice- Chairman of the relevant Licensing Committee).
NS69 (formerly CE23; NS60)	Town Police Clauses Act 1847 - Issuing Hackney Carriage Vehicle and Driver Licences - to grant but not refuse a licence	Director of Neighbourhood Services Head of Environmental Services Inspection and Licensing Services Manager; Principal Licensing Officer
NS70 (formerly CE24; NS61)	Revocation or suspension of (a) Hackney Carriage Driver and Vehicle Licences and (b) Private Hire Driver, Operator and Vehicle Licences.	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager, Principal Licensing Officer; Licensing Enforcement Officers
NS71 (formerly CE25; NS62)	Mini Bus Act 1977 Granting Mini-Bus Permits - to grant but not refuse a permit	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager

<p>NS72 (formerly CE26; NS63)</p>	<p>Private Hire Driver, Vehicle and Operator Licences - to grant but not refuse a licence.</p>	<p>Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager</p>
<p>NS73 (formerly CE27; NS64)</p>	<p>Local Government (Miscellaneous Provisions) Act 1976 Part II. S50(4) - Authority to require proprietor to produce vehicle licence and certificate of insurance for inspection. S53(3) - Authority to require driver to produce drivers licence for inspection. S58(2)(b) - Authority to remove and retain plate or disc identifying vehicle as hackney carriage or private hire vehicle following expiry, suspension or revocation of licence. S68 - Authority to inspect vehicle/taximeter, require vehicle to undergo detailed inspection and suspend/ revoke licence</p>	<p>))) N. Smalley))) Jane Gilliead) Ian Bestford) T. Lock) M. Toas) D. Ward) I. Smith) P. Cooke) L. Burtenshaw) S. Brown) P. Drake)</p>
<p>NS74 (formerly CE28; NS65)</p>	<p>Police Act 1997 S122 - Liaison with the Criminal Records Bureau re: checks for criminal convictions of applicants for Hackney Carriage or Private Hire Drivers' Licences.</p>	<p>Departmental "Nominated Officers" as included in the Council's "Guidance on Criminal Records Bureau (CRB) Disclosures" procedure.</p>

NS75 (formerly CE33; NS70)	Local Government (Miscellaneous Provisions Act 1982) - Authorisation of the exhibition, demonstration or performance of hypnotism at premises holding an Entertainment Licence. Hypnotism Act 1952 - Authorisation of exhibitions on premises which do not hold an Entertainment Licence.	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager (in consultation with the Chairman and Vice-Chairman of the relevant Licensing Committee).
NS76 (formerly CE35; NE72)	Lotteries and Amusements Act 1976 Granting Lottery Licences - to grant but not refuse a licence	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS77 (formerly CE36; NS73)	Police, Factories, etc., (Miscellaneous Provisions) Act 1916 Granting Street Collection Permits - to grant but not refuse a permit.	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager

<p>NS78 (formerly CE38; NS75)</p>	<p>Local Government Act 1894 - Granting of licences to deal in Game and kill Game - to grant but not refuse a licence</p>	<p>Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager (Licences to kill Game are issued by Post Offices acting as agents)</p>
<p>NS NS79 (formerly CE41; NS78)</p>	<p>Gaming Act 1968/Lotteries and Amusements Act 1976. Issue of Amusement with Prizes Permits - to grant but not refuse a permit.</p>	<p>Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager</p>
<p>NS80 (formerly CE69)</p>	<p>Authority to grant exemptions and to issue drivers with exemption certificates in accordance with the provisions of Sections 37 and 37A of the Disability Discrimination Act 1995.</p>	<p>Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager</p>
<p>NS81 (formerly CE71)</p>	<p>Authority to sign Certificates of Compliance within the meaning of the Motor Vehicle (Test) Regulations 1981.</p>	<p>I. Bestford T. Lock N. Smalley S. Gilliead S. Brown P. Drake</p>

NS82 (formerly HEH28)	Determination of Homelessness applications under Pt. VII of the Housing Act 1996.	Homeless Persons Officer
NS83 (formerly HEH31)	Determination of requests for use of the Carelink Coach which are outside of the Standard Operating Procedures	Director of Neighbourhood Services
	Licensing Act 2003 Functions	
	Premises	
NS84	Grant of Premises Licence under s18, save when representations made as described in s18(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS85	Issue of copy Premises Licence under s25	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS86	Determination of application for Provisional Statement under s31, save when representations have been made as described in s31(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS87	Determination of application to vary Premises Licence under s35, save when representations have been made as described in s35(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS88	Determination of application to vary designated Premises Supervisor under s39, save when a notice of objection has been served (and not withdrawn) as described in s39(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS89	Determination of transfer of Premises Licence under s44, save when a notice has been served (and not withdrawn) as described in s44(5)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager

NS90	Cancellation of interim authority notice under s48, save when a notice has been served (and not withdrawn) as described in s48(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
	Club Premises Certificates	
NS91	Determination of application for Club Premises Certificate under s72, save when representations made as described in s72(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS92	Issue of copy of Club Premises Certificate under s79	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS93	Determination of application to vary Club Premises Certificate under s85, save when representations have been made as described in s85(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
	Temporary Event Activities	
NS94	Issue of counter notice when permitted limits exceeded under s107	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS95	Issue of copy of Temporary Event Notice under s110	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager

Personal Licence		
NS96	Determination of application for grant of Personal Licence under s120, save when a police objection made (and not withdrawn) under s120(5)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS97	Determination of application for renewal of Personal Licence under s121, save when a police objection made (and not withdrawn) under s121(3)	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
NS98	Issue of copy of Personal Licence under s126	Director of Neighbourhood Services; Head of Environmental Services; Principal Licensing Officer; Inspection and Licensing Services Manager
Transitional Provisions		

	Compliance and Enforcement	
NS99 (formerly NS104)	Authority to seek production of Premises Licence in accordance with s57	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer; Licensing Enforcement Officer
NS100 (formerly NS105)	Authority to enter and inspect premises in accordance with s59	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer; Licensing Enforcement Officer
NS101 (formerly NS106)	Authority to seek production of Club Premises Certificates in accordance with s94	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer; Licensing Enforcement Officer

NS102 (formerly NS107)	Authority to enter and inspect Club Premises in accordance with s96	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer; Licensing Enforcement Officer
NS103 (formerly NS108)	Authority to enter premises to which a Temporary Event Notice relates in accordance with s108	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer; Licensing Enforcement Officer
NS104 (formerly NS109)	Authority to seek production of Personal Licences in accordance with s135	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer; Licensing Enforcement Officer
NS105 (formerly NS110)	Authority to enter to investigate licensable activities in accordance with s179	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer; Licensing Enforcement Officer
NS106 (formerly NS111)	Authority to grant but not refuse licence applications under House to House Collections Act 1939 and House to House Collection Regulations 1947.	Director of Neighbourhood Services; Head of Environmental Services; Inspection and Licensing Services Manager; Principal Licensing Officer

<p>NS107 (formerly NS112)</p>	<p>That the Chief Executive and Director of Neighbourhood Services be authorised to give/ withdraw necessary consents under Section 31(2) of the Anti-Social Behaviour Act 2004.</p>	<p>Chief Executive Officer/ Director of Neighbourhood Services</p>
<p>NS108 (formerly HEH21)</p>	<p>Crime and Disorder Act 1998 Authority to exercise powers under Section 1 (Anti-Social Behaviour) or Section 14 (Child Curfew Schemes) where necessary and in exercising those powers due regard be given to the following policy:-</p> <p>(a) In the case of Anti-Social Behaviour Orders or the promotion of local child curfew schemes that the Council considers taking action where:-</p> <ul style="list-style-type: none"> • there is likely to be serious harm or injury or damage to property. • there is general or serious disturbance - being caused in the neighbourhood. • vulnerable individuals are exposed to serious harm or the risk or fear of such harm. <p>(b) That where necessary, such action is supported by the Home Office, the Police, and is consistent with the strategies formulated by the Crime and Disorder Partnership’s borough-wide strategy.</p>	<p>Director of Neighbourhood Services and Head of Community Services in consultation with the Solicitor to the Council and the appropriate Cabinet Member.</p>

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