

Directorate Scheme of Delegations: Communities

Introduction

Guidance for managers and staff on how to use Schemes of Delegation is available on the intranet.

In the Constitution, the Mayor and Full Council delegate certain powers and functions to the Executive Directors

This is the Communities Directorate Scheme of Delegation to officers. It:

- i) Summarises the powers and functions delegated to the Executive Director of Communities , in Part 1;
- ii) Describes how the Executive Director has delegated these powers and functions to officers in their Directorate to exercise on their behalf, in Part 2.

This scheme is subject to the [Council's Constitution](#), including the Council and Mayoral Schemes of Delegation and the Procurement Rules, the Financial Regulations and Standing Orders.

The Executive Director will delegate to the post that's most appropriate for the exercise of the function. Any direct line manager between the Executive Director and the post delegated the function is also entitled to perform that function, unless otherwise stated in the scheme.

In the event of a civil emergency or a business continuity disruption, all authorities relevant to the management of the incident are delegated to named duty officers, officers attending multi-agency coordination group meetings or officers chairing an Incident Management Team, as appropriate.

Although Executive Directors can delegate functions they remain responsible for and accountable to the council for the exercise of their delegated powers. On occasions they may still decide to take decisions themselves. Officers may decide to refer delegated powers back to the Executive Director, the Mayor or Full Council. The Mayor and Full Council can also decide to reserve a particular decision to themselves.

This Scheme of Delegation will remain in force until it is amended or revoked by the Executive Director for Communities or via changes to the Council and Mayoral Schemes of Delegation.

Part 1: Functions delegated under the Constitution to the Executive Director of Communities

Executive functions ([see Section 5 of Mayor's scheme of delegation](#))

'Executive' power rests with the Mayor. He or she delegates executive power to officers via the Mayoral Scheme of Delegation, which is part of the constitution. The following executive functions are delegated to the Executive Director of Communities:

"Any function of the executive falling within the portfolio of the Executive Director of Communities including functions in relation to:

- (a) Communities, including libraries, citizen services, Bristol Operations Centre and regulatory services;
- (b) Housing and Landlord Services;
- (c) Neighbourhood Services.

Local Choice executive functions ([part 3.3 of the Constitution](#))

In national legislation, 'Local Choice' functions can be either executive or non-executive decisions. The Constitution sets out which they are in Bristol City Council. The following Local Choice functions have been decided to be executive functions and have been delegated to the Executive Director of Communities

- Any function relating to contaminated land (unless activity is enforcement)
- The discharge of any function relating to the control of pollution or the management of air quality (unless activity is enforcement)

Non-executive functions ([part 3.2.C of the Constitution](#))

'Non-executive' power rests with Full Council. Full Council can delegate non-executive powers to officers via the constitution. The following non-executive powers are delegated to the Executive Director of Communities:

- All the non-executive functions which are the responsibility of the **Public Safety and Protection (PSP) Committee** (these are listed in 3.2.B of the Constitution, and the delegations set out in detail in Part 2, below),
- All the non-executive functions which are the responsibility of the **Licensing Committee** (these are listed in 3.2.B of the Constitution, and the delegations set out in detail in Part 2, below), except for the power to institute proceedings (s. 346 Gambling Act 2005).

Local Choice non-executive functions ([part 3.3 of the Constitution](#))

In national legislation, 'Local Choice' functions can be either executive or non-executive decisions. The Constitution sets out which they are in Bristol City Council. The following Local Choice functions have been decided to be non-executive functions and have been delegated to the Executive Director of Communities:

- Enforcement activity relating to contaminated land;

Updated August 2018

- Enforcement activity relating to the discharge of any function relating to the control of pollution or the management of air quality (unless activity is enforcement);
- The service of an abatement notice in respect of a statutory nuisance;
- The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the authority's area;
- The inspection of the authority's area to detect any statutory nuisance;
- The investigation of any complaint as to the existence of a statutory nuisance.

Part 2: Delegations to Officers from the Executive Director

Note that the Regulatory Functions section contains many of the executive and non-executive delegations undertaken by regulatory teams across the Directorate.

Executive Functions

1. Communities

| Function | Post authorised to carry out function |
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| Parks and Green Spaces | |
| Management and Maintenance of Parks and Green Spaces including allotments, children's play, sports pitches, buildings and facilities. | Head of Parks and Green Spaces Area Parks Managers Environmental Improvements Manager Parks Asset Manager Landscapes Manager Assets team leader |
| Management and Maintenance of Cemeteries and Crematoria | Head of Parks and Green Spaces Business Development Manager Cemeteries and Crematoria Manager |
| Management and Maintenance of Nursery and Biomass Woodfuel | Head of Parks and Green Spaces Business Development Manager Nursery and Biomass Woodfuel Manager |
| Management of catering, cafes and concessions in Parks and Green Spaces | Head of Parks and Green Spaces Business Development Manager Catering Manager |
| Tree management in parks, green spaces and other council land | Head of Parks and Green Spaces Area Parks Managers Parks Asset Manager Asset Team Leader |
| Neighbourhood Management | |
| Community Development | Head of Neighbourhood Management Area Neighbourhood Managers Community Development Team Leader |
| Community engagement and participation (formerly Neighbourhood Partnerships) including devolved decision making | Head of Neighbourhood Management Area Neighbourhood |

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| | Managers Neighbourhood Coordinators |
| Public toilets, limited waste functions including collecting charges for chargeable domestic waste, bulky waste. | Head of Neighbourhood Management Area Neighbourhood Managers |
| Neighbourhood Enforcement including Noise and Nuisance, Licensing, Waste, Highways, Byelaws (see full enforcement delegations below) | See Regulatory enforcements delegations below. |
| Public Health – Community Health functions | Head of Neighbourhood Management Community Health Managers |
| Libraries | |
| Management and maintenance of Libraries | Head of Libraries, Libraries Managers, Libraries Asset Manager |

2. Communities Services

| Function | Post authorised to carry out function |
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| Customer Services | |
| To make all day-to-day management decisions relating to the Council's functions as they relate to customer services contact centres. | Head of Citizen Services, Contact Centre Manager |
| To make all day-to-day management decisions relating to the Council's functions as they relate to face to face Citizen Service Points. | Head of Citizen Services, Citizen Service Points Manager |
| To make all day-to-day management decisions relating to the Council's functions as they relate to corporate complaints and FOI. | Head of Citizen Services, Corporate Complaints Manager |
| To make all day-to-day management decisions relating to the Council's functions as they relate to the Translation and Interpreting Service. | Head of Citizen Services, Performance and Citizen Engagement Manager |
| Safer Bristol | |
| Possession action and injunctions against BCC tenants (Housing Act 1985) | Crime Reduction Manager |
| Ex. Parte injunctions against BCC tenants (Housing Act 1985) | Safer Bristol Manager |
| ASB Tools and powers (ASB and Policing Act 2014) <ul style="list-style-type: none"> - Fixed Penalty Notices - Community Protection Notices | Crime Reduction Manager |
| Functions relating to Civil Protection | Civil Protection Manager Ops Centre Manager Civil Protection Team |

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| | Managers |
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Facilities Management

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| Functions relating to Facilities Management | Head of Facilities Management |
| To authorise changes under maintenance contracts | Head of Facilities Management |
| To procure consultants and contractors in accordance with the Council's Procurement and Finance regulations | Property Investment Manager, Asset Strategy Manager or, Property Development Manager Head of Facilities Management |

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| <p>City Docks and Port Authority functions Functions include those where legislation confers duties or powers upon the Council in its capacity to act as Port Authority for the Bristol City Docks, including the following acts and all other legislation of a like kind:</p> <p>Bristol Docks Acts and Orders 1848 to 1998, Harbours Docks and Piers Clauses Act 1847, The Bristol City Docks Harbour Revision Order 1998</p> | <p>Harbour Master (If this is referring to marine services only) or, Head of Facilities Management</p> <p>Markets and Estates Manager (if it relates to Docks Estate) or, Head of Facilities Management</p> |
| To issue licences for "works" within the provisions of the City Docks Harbour Revision Order 1998. | <p>Harbour Master</p> <p>or, Head of Facilities Management</p> |
| To licence Pilots and Hobblers | <p>Harbour Master or, Head of Facilities Management</p> |
| To be the Duty Holder under the provisions of the Port Marine Safety Code | <p>Harbour Master or, Head of Facilities Management</p> |
| Power for the enforcement of Local Harbour Byelaws | <p>Harbour Master or, Head of Facilities Management</p> |

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| Power to license pleasure boats and pleasure vessels Section 94 of the Public Health Acts Amendment Act 1907 (c.53). | Harbour Master |
| Duty to serve notice of proposed action in relation to obstruction (section 115E of the Act). | Network Operations Manager |
| Functions relating to the making good of damage and the removal of obstructions (section 135B of the Act). | Network Operations Manager |
| Powers relating to the removal of things so deposited on highways as to be a nuisance (section 149 of the Act). | Network Operations Manager |

Energy

Energy Service Managers are delegated by the Service Director Energy to manage the proper use of the operational, budgetary, staffing and other resources of the Energy Service as outlined below:

| Function | Post authorised to carry out function |
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| Functions relating to signing and management of works, funding, loans, carbon purchases or services contracts for work carried out by the energy service | Works, funding, loans, purchases or services of more than £100,000 to £250,000 - Energy Service Director Works, funding, loans, purchases or services up to £100,000 – Energy Service Managers provided a detailed investment appraisal (were appropriate) has been carried out and agreed with colleagues from Resources Directorate. |
| Specific sub-delegations pertaining to individual work programmes in addition to the general delegation above | |
| Functions relating to the Warm Up Bristol scheme | Individual work packages with installers of energy measures – Programme Manager (Housing) Final write off of debts as a result of non-payment of customers up to a maximum of £2,000 - Communities and Investment Energy Manager Compensation claims of up to: <ul style="list-style-type: none"> • £100 – Clerks of Works, • up to £500 – Programme Manager (Housing) • up to £2,000 – Communities and Investment Energy Manager Deposit refunds of <ul style="list-style-type: none"> • up to £500 – Customer Care Team Manager • up to £1,000 - Programme Manager (Housing) |

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| | <ul style="list-style-type: none"> up to £2,000 – Communities and Investment Energy Manager <p>All debt / compensation & deposit payments to be reported at the Service's monthly financial review meeting and monitored cumulatively</p> |
| <p>Functions relating to the purchase of utilities <i>Current Council scheme of delegations in relation to key decisions: "It is not necessary to seek approval [from Cabinet] to tender for continuing revenue items, for example insurance arrangements, energy supply costs or the consolidated expenditure on supplies and services, even when this expenditure will total more than £500,000. Officers do need to comply with procurement regulations with this type of expenditure."</i></p> | <p>Utility supply Contracts no limit - Service Director Energy. Contracts for Power Purchase Agreements no limit – Service Director Energy.</p> |
| <p>Functions relating to the installation of energy infrastructure, energy efficiency or Renewable Energy measures</p> | <p>Individual work packages of works up to £100,000 – the appropriate Programme Manager Variations to work packages up to £5,000 – the appropriate Programme Manager</p> |
| <p>Functions relating to the installation of Heat Networks</p> | <p>Individual work packages including building connection agreements up to £100,000 – Programme Manager (Infrastructure) Variations to work packages up to £5,000 – Programme Manager (Infrastructure)</p> |

Housing Services

| Function: | Posts authorised to carry out function |
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| <p>Estates Services: Estate Management, incorporating Tenancy management, Sites and Estates management, Rent management, services to older people and all aspects of right to buy and leaseholder management</p> | <p>Head of Service, Estate Management Housing Managers Estate Management Supervisors Housing Officers Sites and estates Manager, Area Managers, Site Coordinator Team Manager Team Supervisor Senior Housing Advisor Housing Advisor Right to Buy and Leasehold Service Team Leader Right to Buy and Leasehold Service Officer</p> |
| <p>Business Planning and Service Development</p> | <p>SM Service Manager, Business Planning and Service Development</p> |

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| | Major Projects Programme Manager Asset Review Manager Project Managers Tenant Scrutiny & Service Improvement Manager |
| Planned Maintenance | Head of Service, Planned maintenance. Planning and Commissioning Manager Cyclical and planned maintenance Manager M&E and heating Manager Major Projects Manager Planned programmes supervisors |
| Responsive Repairs | Head of Service, Responsive Repairs Trade Managers Responsive Repairs Managers Responsive Repairs supervisors |
| Non-Landlord/HRA Housing functions Private Sector Housing and Accessible Homes Includes private sector licensing and enforcement, discretionary licensing schemes, Adaptations to homes, Management of gypsy and travellers sites. | Service Manager, Private Sector Housing and Accessible Homes Private Housing Managers Accessible Homes Manager Senior Environmental Health Officers and Surveyors Technical Supervisor Team Leaders |

Housing Options

Decisions made under the Housing Act 1996:

| Function | Post authorised to carry out function |
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| Homelessness acceptances (Part 7, Housing Act 1996) | Housing Advisor (BG10) |
| Interim accommodation (Part 7, Section 188, Housing Act 1996) | Housing Advisor (BG10) |
| Suitability of temporary accommodation (Part 7, Section 202, Housing Act 1996) | Housing Advisor (BG10) |
| Suitability of a permanent offer of accommodation (Part 7, Housing Act 1996) | Housing Advisor (BG10) |
| Storage of possessions (Part 7, Section 212, Housing Act 1996) | Team Leader, Homelessness Prevention Team (BG12) |
| Extend interim accommodation pending review | Team Leader, Homelessness Prevention Team (BG12) |
| Review of negative decision (Part 7, Section 202, Housing Act 1996) | Specialist Advisor (BG11) |
| End family hostel or satellite temporary accommodation (BCC in-house) | Team Leader (BG12) |
| Homechoice banding -lower priority housing applications (bands 3 and 4) (Part 6, Housing Act 1996) | Homechoice Advisors (BG8) |

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| Homechoice banding – higher priority housing applications (bands 1 and 2) (Part 6, Housing Act 1996) | Team Leaders (BG11) |
| Homechoice banding – applicants with health needs (bands 1 and 3) (Part 6, Housing Act 1996) | Health and Housing Assessors (BG10) |
| Banding reviews (Part 6, Housing Act 1996) | Specialist Advisors (BG11), Specialist and Health Team Leader (BG12) |
| Banding and allocations that are exceptions to Homechoice policy (Part 6, Housing Act 1996) | Housing Supply Team Manager (BG14) |
| Homechoice – not eligible (Part 6, Housing Act 1996) | Homechoice Advisors (BG8) and Team Leaders (BG11) |

Decisions made under the Protection from Eviction Act 1977 :

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| Decision to prosecute a landlord | Homelessness Prevention Team Manager (BG14) |
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Other decisions – policy and resources

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| Priority levels for homeless households on the Housing Support Register | Housing Advisors HSR Coordinator (BG9) |
| Priority Move On Scheme applications | Team Leader, Accommodation Services (BG12) |
| Payments to private sector landlords – deposit bonds and financial incentives | Team Leader, Lettings Negotiation (BG12) |
| Tenancy rescue payments | Team Manager, Housing Supply (BG14) |

Regulatory functions

This section contains all the regulatory functions within Communities Directorate and includes both Executive and non-Executive delegations. It must be read in conjunction with the Limitations set out in Appendix 1.

| Function | Post authorised to carry out function- subject to limitations in Appendix 1. |
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| <p>Consumer Protection Legislation</p> <p>Authorised Functions contained in this paragraph are those arising under Consumer Protection legislation and includes powers arising under the Explosives Acts which can be enforced by local authority officers, together with the Council's powers relating to age restricted sales and all legislation which confers duties and powers upon the Council in its capacity as Weights and Measures Authority as defined under Section 69 of the Weights and Measures Act 1985, including the Consumer rights Act 2015.</p> | <p>Trading Standards & Licensing Manager</p> <p>Trading Standards Team Leader</p> <p>Senior Trading Standards Officer</p> <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Trading Standards Investigator/Financial</p> |

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| | <p>Investigator</p> <p>Senior Investigator</p> <p>Investigator</p> |
| <p>Animal Welfare Legislation and Relevant Licensing</p> <p>Authorised Functions contained in this paragraph are those arising under legislation governing animal licensing and animal welfare, including the Animal Welfare Act 2006, the Veterinary Medicines Regulations 2006, the Animal Health Act 1981, the Animal Health and Welfare Act 1984, the Animal Boarding Establishments Act 1963, the Breeding of Dogs Act 1973 and 1991, the Breeding and Sale of Dogs (Welfare) Act 1999, the Performing Animals (Regulation) Act 1925, the Slaughterhouses Act 1974, the Dangerous Wild Animals Act 1976, the Pet Animals Act 1951, the Riding Establishments Act 1964 and 1970; The Dogs Act 1906; The Dangerous Dogs Act 1991; The Zoo Licensing Act 1981; and all other legislation of a like kind.</p> <p>Appointment in exercise of the power conferred upon the council by S51 of the Animal Welfare Act 2006 to act as an inspector for the purposes of the of the said Act.</p> | <p>Trading Standards & Licensing Manager</p> <p>Trading Standards Team Leader</p> <p>Senior Trading Standards Officer</p> <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Trading Standards Investigator/Financial Investigator</p> <p>Team Leader, Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood Enforcement Officer</p> <p>Neighbourhood Enforcement Officer</p> <p>Public Protection Manager</p> <p>Team Leader Health & Safety</p> <p>Team Leader Noise, Contaminated Land and Environmental Permitting</p> <p>Team Leader Food & Safety</p> <p>Senior Enforcement Officer</p> <p>Environmental Health Officer</p> <p>Senior EHO</p> |
| <p>Food Safety Legislation and Relevant Licensing Provisions</p> <p>Authorised functions contained in this paragraph include those arising under The Food Safety Act 1990, The General Food Regulations 2004, The Food Safety and Hygiene (England) Regulations 2013, The Official Feed and Food Controls (England) Regulations 2009, The Trade in Animals and Related Product Regulations 2011 and other legislation governing food and food hygiene, including all</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety</p> <p>Team Leader Noise, Contaminated Land and Environmental Permitting</p> <p>Team Leader Food & Safety</p> <p>Senior Enforcement Officer</p> |

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| <p>legislation which confers duties or powers upon the Council in its capacity as Food Authority as described under Section 5 of the Food Safety Act 1990 and in its capacity as enforcement authority for such legislation</p> <p>This officer is appointed pursuant to Regulation 12 of Transmissible Spongiform Encephalopathies (No2) Regulations 2006 to act as an inspector for the purposes of these Regulations.</p> | <p>Environmental Health Officer</p> <p>Senior EHO</p> <p>Trading Standards & Licensing Manager</p> <p>Trading Standards Team Leader</p> <p>Senior Trading Standards Officer</p> <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Trading Standards Investigator/Financial Investigator</p> <p>North Somerset Officers for duration of Bristol International Balloon Fiesta as determined in S113 agreement between Bristol City Council & North Somerset Council.</p> |
| <p>Agriculture Standards and Relevant Registration Provisions</p> <p>Authorised functions contained in this paragraph are those arising under the Agriculture Act 1970 and legislation governing the importation, manufacture, storage and marketing of animal feed materials, animal feeding stuffs and related materials and fertilizers, and include all legislation which confers duties or powers upon the Council in its capacity as enforcement authority in accordance with Section 67 of the Agriculture Act 1970 or competent body in accordance with Regulation 3 of The Official Feed and Food Controls (England) Regulations 2007 and Regulation 4 of The Feed (Hygiene and Enforcement) (England) Regulations 2005. This officer is appointed as an inspector pursuant to section 67(3)(a) of the Act.</p> <p>This officer is appointed pursuant to Regulation 12 of Transmissible Spongiform Encephalopathies (No2) Regulations 2006 to act as an inspector for the purposes of these Regulations.</p> | <p>Trading Standards & Licensing Manager</p> <p>Trading Standards Team Leader</p> <p>Senior Trading Standards Officer</p> <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Trading Standards Investigator/Financial Investigator</p> <p>Senior Investigator</p> <p>Investigator</p> |
| <p>Food and Environmental Protection Act 1985 as amended (Part I)</p> <p>Appointed by virtue of an authorisation issued by the Secretary of State to act as an investigation and enforcement officer under provisions specified by the Secretary of State.</p> | <p>Team Leader Food & Safety</p> <p>Team Leader Health & Safety, Port Health</p> <p>Senior Environmental Health</p> |

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| | Officer |
| <p>Food and Environmental Protection Act 1985 as amended (Part III)</p> <p>Authority to exercise the duties and powers contained in this part of the Act, and any delegated legislation made there under, concerning the control of pesticides etc. This authority should be extended to all officers under HSWA74, although it may be extended to other officers authorised under a range of Acts.</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety, Port Health</p> <p>Team Leader, Noise, Contaminated Land, Environmental Permitting.</p> <p>Team Leader Food & Safety</p> <p>Senior Enforcement Officer</p> <p>Environmental Health Officer</p> <p>Senior EHO</p> |
| <p>Health and Safety at Work</p> <p>Appointed in exercise of the power conferred upon the council by Section 19(1) of the Health and Safety at Work etc. Act 1974 to act as an inspector for the purposes of the Act.</p> <p>Parag. 8a To sign, on behalf of the authority, authorisations of persons to accompany appointed inspectors in the exercise of their functions under the Act.</p> <p>Parag. 8b To approve, on behalf of the authority, transfer and assignments of premises between Bristol City Council and the Health and Safety Executive in accordance with Regulations 5 and 6 of The Health and Safety (Enforcing Authority) Regulations 1998.</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety, Port Health</p> <p>Team Leader, Noise, Contaminated Land, Environmental Permitting.</p> <p>Senior Enforcement Officer</p> <p>Environmental Health Officer</p> <p>Senior EHO</p> <p>Senior Trading Standards Officer</p> <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Senior Pollution Control Officer</p> <p>North Somerset Officers for duration of Bristol International Balloon Fiesta as determined in S113 agreement between Bristol City Council & North Somerset Council.</p> |

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| <p>Safety at Sports Grounds</p> <p>Authorised Functions contained in this paragraph are those arising under the Safety of Sports Grounds Act 1975, the Fire Safety and Safety at Places of Sport Act 1987, the Fire Safety (Regulatory Reform) Order 2005 and other legislation of a like kind.</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety, Port Health</p> <p>Senior Environmental Health Officer</p> <p>Environmental Health Officer</p> |
| <p>Public Health legislation, Health Protection Regulations and Relevant Licensing or Registration</p> <p>Public Health (Control of Disease) Act 1984 (as amended) together with the Health Protection (Local Authority Powers) Regulations 2010 and the Health Protection (Part 2A Orders) Regulations 2010 and International Health Regulations 2005.</p> <p>*Appointment of proper officer of the local authority</p> <p>The local authority appoints a proper officer for the purpose of receiving and forwarding information about notifications within their area. In the majority of cases, local authorities have decided to appoint a consultant in communicable disease control/health protection based within the local Public Health England (PHE) office as their proper officers.</p> <p>Appointment in exercise of the power conferred upon the council by section 7 of the Sunbeds (Regulation) Act 2010 to act as an “authorised officer” for the purposes of the said Act</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety, Port Health</p> <p>Team Leader, Noise, Contaminated Land, Environmental Permitting.</p> <p>Team Leader Food & Safety</p> <p>Senior Enforcement Officer</p> <p>Environmental Health Officer</p> <p>Senior EHO</p> <p>Senior Contaminated Land Officer</p> <p>Senior Pollution Control Officer</p> <p>Director of Public Health</p> <p>Consultant in Public Health for Health Protection</p> <p>*PHE Consultants in Communicable Disease Control/Consultants in Health Protection appointed by BCC as proper officers.</p> <p>Team Leader Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood Enforcement Officer</p> <p>Neighbourhood Enforcement Officer</p> <p>Licensing Team Leader</p> <p>Senior Licensing Officer</p> <p>Licensing Officer</p> |
| <p>Petroleum Licensing Authority.</p> | <p>Team Leader, Noise,</p> |

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| <p>Authorised Functions contained in this paragraph are those arising under legislation governing petroleum licensing, including the Petroleum (Consolidation) Regulations 2014 and other legislation of a like kind.</p> | <p>Contaminated Land, Environmental Permitting.</p> <p>Senior EHO</p> <p>Environmental Health Officer</p> <p>Senior Contaminated Land Officer</p> <p>Senior Pollution Control Officer</p> |
| <p>Pest Control</p> <p>Authorised Functions contained in this paragraph are those arising under legislation which confers functions upon the Council with respect to pest control, disinfection disinfestations and public health, including but not limited to those contained in the Prevention of Damage by Pest Act 1949, Public Health Acts 1936 & 1961, The Environmental Protection Act 1990 (as amended), The Clean Neighbourhoods and Environment Act 2005, and other legislation of a like kind.</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety, Port Health</p> <p>Team Leader, Noise, Contaminated Land, Environmental Permitting.</p> <p>Team Leader Food & Safety</p> <p>Senior Enforcement Officer</p> <p>Environmental Health Officer</p> <p>Senior EHO</p> <p>Assistant Pest Control Services Manager</p> <p>Senior Pest Control Officer</p> <p>Pest Control Officer</p> <p>Team Leader Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood Enforcement Officer</p> <p>Neighbourhood Enforcement Officer</p> |
| <p>Dog Warden</p> <p>Authorised Functions contained in this paragraph are those arising under legislation which confers functions upon the Council with respect to dog wardens, stray dogs, dog fouling, dangerous dogs, including but not limited to those contained in the Dogs Act 1871, Dogs Act 1906, Road Traffic Act 1988, Animal Health Act 1981, Environmental Protection Act 1990 (as amended), Dangerous Dogs Act 1991, The Clean Neighbourhoods and Environment Act 2005, The Animal Welfare Act 2006, and other legislation of a like kind.</p> <p>Paragraph 13a Appointment in exercise of the power</p> | <p>Team Leader Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood Enforcement Officer</p> <p>Neighbourhood Enforcement Officer</p> |

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| <p>conferred upon the council by S51 of the Animal Welfare Act 2006 to act as an inspector for the purposes of the said Act.</p> | |
| <p>Port Health Authority Functions</p> <p>Authorised functions contained in this paragraph comprise functions assigned to the Council as Port Health Authority under Paragraph 4 of SI 2010/1214, together with all other functions, rights and liabilities of the Council as Port Health Authority conferred by or under any other legislation.</p> <p>This officer is appointed, pursuant to Regulation 12(2) of The Trade in Animals and Related Products Regulations 2011 as an official veterinary surgeon</p> <p>This officer is appointed, pursuant to Regulation 12(4) of The Trade in Animals and Related Products Regulations 2011 as an official fish inspector</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety, Port Health</p> <p>Team Leader, Noise, Contaminated Land, Environmental Permitting.</p> <p>Team Leader Food & Safety</p> <p>Senior Enforcement Officer</p> <p>Environmental Health Officer</p> <p>Senior EHO</p> <p>Trading Standards & Licensing Manager</p> <p>Trading Standards Team Leader</p> <p>Senior Trading Standards Officer</p> <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Trading Standards Investigator/Financial Investigator</p> <p>Director of Public Health</p> <p>Consultant in Public Health for Health Protection</p> <p>*PHE Consultants in Communicable Disease Control/Consultants in Health Protection appointed by BCC as proper officers.</p> |
| <p>Scrap Metal</p> <p>Authorised function contained in this paragraph are those arising under legislation which confers functions upon the Council with respect to licensing and regulation of persons engaged scrap metal dealing including but not limited to those contained in the Scrap Metal Dealers Act 2013.</p> | <p>Trading Standards & Licensing Manager</p> <p>Trading Standards Team Leader</p> <p>Senior Trading Standards Officer</p> |

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| | <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Trading Standards Investigator/Financial Investigator</p> <p>Senior Investigator</p> <p>Investigator</p> <p>Team Leader Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood Enforcement Officer</p> <p>Neighbourhood Enforcement Officer</p> <p>Licensing Team Leader</p> <p>Senior Licensing Officer</p> <p>Licensing Officer</p> |
| <p>Licensing Functions incl Taxi Licensing & Regulation</p> <p>Authorised functions contained in the paragraph are those arising under legislation which confers functions upon the Council with respect to the Licensing and regulation of those engaged with Hackney Carriages, Private Hire Vehicles, Private Hire Operators including but not limited to provisions contained in the Local Government (Miscellaneous Provisions) Act 1976 and Town Police clauses Act 1847.</p> <p>All functional responsibilities in respect of Street Trading activities and Sexual Entertainment Venue activities administered under the provisions of the Local Government (Miscellaneous Provisions Act 1982), Charity Street Collections under the provisions of the Police Factories Etc (Miscellaneous Provisions) Act 1916, and collections from houses or premises under the House to House Collections Act 1939.</p> | <p>Trading Standards & Licensing Manager</p> <p>Trading Standards Team Leader</p> <p>Senior Trading Standards Officer</p> <p>Trading Standards Officer</p> <p>Fair Trading Officer</p> <p>Trading Standards Investigator/Financial Investigator</p> <p>Licensing Team Leader</p> <p>Senior Licensing Officer</p> <p>Licensing Officer</p> <p>Team Leader Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood Enforcement Officer</p> <p>Neighbourhood Enforcement Officer</p> <p>Workshop Supervisor</p> |

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| | <p>Quality Control Officer</p> <p>Fleet Services Manager</p> <p>North Somerset Officers for duration of Bristol International Balloon Fiesta as determined in S113 agreement between Bristol City Council & North Somerset Council.</p> |
| <p>Parks Byelaws</p> <p>Authority to exercise the duties and powers contained in Bristol City Council's Parks Byelaws made under section 164 of the Public Health Act 1875, section 15 of the Open Spaces Act 1906 and sections 12 and 15 of the Open Spaces Act 1906 with respect to pleasure grounds, public walks and open spaces. To include authority to:</p> <p>(i) designate routes for the purpose of byelaws 12 and 13; (ii) designate areas for the purpose of byelaws 9, 22 and 25; (iii) issue consents in respect of byelaws 5, 6, 8, 9, 16, 18, 19, 26, 27, 28 and 29.</p> <p>Remove from the ground any person offending against any of the byelaws.</p> | <p>Team Leader Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood Enforcement Officer</p> <p>Neighbourhood Enforcement Officer</p> <p>Area Manager- Parks</p> <p>Contract Manager- Parks</p> <p>Operational Co-coordinators- Parks</p> |
| <p>Environmental Protection, Nuisance, Clean Neighbourhoods, Building safety and Relevant Licensing or Registration</p> <p>Authorised functions contained in this paragraph are those arising under legislation which confers functions upon the Council with respect to any of the following: waste disposal, statutory nuisance, pollution (including but not limited to noise, air, land and water pollution), buildings not secured against unauthorised entry, and accumulations which are detrimental to the amenity of an area, Community Protection Notices, including but not limited to those contained in the Control of Pollution Act 1974, Refuse Disposal (Amenity) Act 1978, Highways Act 1980, Building Act 1984, the Town and Country Planning Act 1990, the Environmental Protection Act 1990 (as amended), the Clean Air Act 1993, Criminal Justice & Public Order Act 1994, the Noise Act 1996 (as amended), the Pollution Prevention and Control Act 1999, the Clean Neighbourhoods and Environment Act 2005, the Environmental Permitting (England and Wales) Regulations 2010 (as amended), Anti-social Behaviour, Crime and Policing Act 2014 and other legislation of a like kind.</p> | <p>Public Protection Manager</p> <p>Team Leader Health & Safety</p> <p>Food & Safety Team Leader</p> <p>Team Leader, Noise, Contaminated Land, Environmental Permitting.</p> <p>Senior Enforcement Officer</p> <p>Environmental Health Officer</p> <p>Senior EHO</p> <p>Senior Contaminated Land Officer</p> <p>Senior Pollution Control Officer</p> <p>Team Leader Neighbourhood Enforcement Team</p> <p>Senior Neighbourhood</p> |

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| | Enforcement Officer |
| | Neighbourhood Enforcement Officer |

Appendix 1: Schedule of Posts and Limitations to Regulatory Functions

| Post | Limitation |
|---|-------------|
| Public Protection Manager | A,D,E,F,G |
| Team Leader Health & Safety, Port Health | A,D,E,F,G |
| Team Leader Food & Safety | A,D,E,F,G |
| Environmental Health Senior Enforcement Officer | A,B,E,F,G |
| Environmental Health Officer | A,B,E,F,G |
| Senior Environmental Health Officer | A,B,E,F,G |
| Consultants in Communicable Disease | A,B |
| Veterinarian | A,B,E,F,G |
| Scientific Services Officers | |
| Assistant Pest Control Manager | A, |
| Senior Pest Control Officer | A, |
| Pest Control Officer | A,B |
| Technician Pest Control Officer | A,B |
| Team Leader, Noise, Contaminated Land, Environmental Permitting. | A,D,E,F,G |
| Senior Contaminated Land Officer | A,B,D |
| Senior Pollution Control Officer | A,B,D |
| Student Environmental Health Officer | A,B,J,K |
| Contractor- Environmental Health Officer | A,B,E,F,G,J |
| Trading Standards & Licensing Manager | A,,F,G |
| Team Leader Trading Standards | A,C,F,G |
| Senior Trading Standards Officers | A,B,H,I |
| Trading Standards Officer | A,B,F,G,H,I |
| Fair Trading Officer | A,B,C |
| Trading Standards Investigator/Financial Investigator | A,B,C,F,G |
| Senior Investigator | A,C |
| Investigator | A,B,C |
| Licensing Team Leader | A, |
| Senior Licensing Officer | A,B,L |
| Licensing Officer | A,B,L |
| Team Leader Neighbourhood Enforcement Team | A,B,D,L,M |
| Senior Neighbourhood Enforcement Officer | A,B,D,L,M |
| Neighbourhood Enforcement Officer | A,B,D,L,M |
| Area Manager-Parks | N |
| Contract Manager- Parks | N |
| Operational Contractors-Parks | N |
| Director of Public Health | A,B,E,F,G |
| Consultant in Public Health for Health Protection | A,B,E,F,G |
| *PHE Consultants in Communicable Disease Control/Consultants in Health Protection appointed | A,B,E,F,G |

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| by BCC as proper officers. | |
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Limitations

Institution of Proceedings & Disposal.

- (A) This authorisation shall not extend to the institution of proceedings, save in respect of proceedings instituted by inspectors under Health & Safety Work, etc. Act 1974, where the power to institute proceedings shall be subject to prior consultation with the Council's Head of Legal Services or his duly authorised representative.
- (B) This authorisation shall not extend to the giving of Home Office cautions, such as Simple Cautions.

Weights & Measures.

- (C) This authorisation shall not extend to the exercise of any function contained in the Weights and Measures Act 1985.

Environmental Protection, Clean Neighbourhoods etc

- (D) Save with the prior express permission of the Council's Director of Neighbourhoods, this authorisation shall not extend to the exercise of any power of the Council in its capacity as the Local Planning Authority other than enforcement action arising under Sections 215 & 330 of the Town and Country Planning Act 1990.

Food Safety, Agriculture and Port Health.

- (E) This authorisation shall not extend to the undertaking of any Food Hygiene activities which the Authorised Officer has not satisfied the Council that s/he is suitably qualified, competent and appropriately trained to satisfy the provisions of the Food Law Code of Practice.
- (F) This authorisation shall not extend to the undertaking of any Food Standards activities which the Authorised Officer has not satisfied the Council that s/he is suitably qualified, competent and appropriately trained having regard to the Guidelines contained in the Food Law Code of Practice.
- (G) This authorisation shall not extend to the undertaking of any Feed Law activities which the Authorised Officer has not satisfied the Council that s/he is suitably qualified, experienced and competent having regard to the Guidelines contained in the Feed Law Code of Practice.

Health & Safety.

- (H) This appointment shall not extend to sections 21, 22, 25 and 39 of the Health & Safety at Work etc. Act 1974, unless they are suitably qualified having regard to HSE guidance
- (I) This appointment is limited to the powers specified in section 20 (2) (a) (c) (d) (f) (g) (l) and (k) of the Health and Safety at Work etc Act 1974 for the express purposes of taking environmental, chemical or physical samples, as well as the making of any such scientific examination (including taking measurements, photographs, examining documentation, and the like) as may be required by a fully authorised Health and Safety inspector in the course of their investigations.

Trainee Officers & Contractors.

- (J) The exercise of any powers conferred upon the Officer by virtue of this Scheme shall only be exercisable when under the supervision or direction of a fully authorised and competent colleague.
- (K) This authorisation shall not extend to the service of any notices for which a failure to comply may result in an offence or the taking of any other legal action by the council, except under the supervision or direction of a fully authorised and competent colleague.

Neighbourhood Enforcement Officers.

- (L) Authorisation under Para 10, shall not extend beyond provisions relating to the Health Act 2006 and smoking legislation made thereunder.

Parks Byelaws

- (M) This authorisation shall not extend to (i) designating routes for the purpose of byelaws 12 and 13; (ii) designating areas for the purpose of byelaws 9, 22 and 25; (iii) issuing consents in respect of byelaws 5, 6, 8, 9, 16, 18, 19, 26, 27, 28 and 29.
- (N) Authorisation shall extend to removal from the ground of any person offending against any of the byelaws.