

Regulatory Committee – Committee/Sub-Committee/Officer Delegations

Hackney Carriage & Private Hire Function	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
New Applications – Hackney Carriage/Private Hire Vehicle Driver’s Licence	Clear of guidelines – Licensing Officer	Licensing Committee 30/05/2012	<ul style="list-style-type: none"> • Section Leader – Licensing • Senior Licensing Officer • Licensing Officer
	Not clear of guidelines – Head of Business Services/Service Managers within Governance Services, Commercial Regulation Manager, Markets Manager, Section Leaders, Licensing, Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Regulatory Sub-Committee • Licensing Manager • Markets Manager • Service Managers within Commercial Regulation • Service Managers within Governance Services • Section Leader - Licensing
New Applications - Private Hire Vehicle Operators Licence	Not clear of guidelines – Head of Business Services, Commercial Regulation Manager, Section Leader Licensing, Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Regulatory Sub-Committee • Commercial Regulation Manager • Licensing Manager
Renewal Applications Hackney Carriage/Private Hire Vehicle Drivers Licences/Operators Licence	Clear of guidelines - Licensing Officer	Licensing Committee 30/05/2012	<ul style="list-style-type: none"> • Senior Licensing Officer • Licensing Officer
Reviews/Reviews Prior to Renewal – Hackney Carriage/Private Hire Vehicle Drivers/Operators Licence	Head of Business Services, Commercial Regulation Manager, Service Leads, Section Leader Licensing, Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Regulatory Sub-Committee • Licensing Manager • Markets Manager • Service Managers within Commercial Regulation • Service Managers within Governance Services • Section Leader - Licensing
Additional Conditions - Private Hire Vehicle Operators Licence	Commercial Regulation Manager/Service Lead/Section Leader in consultation with Chair of	Non-Statutory Licensing	In consultation with Chair or Vice Chair of Regulatory Committee:

2020 – 2021

Hackney Carriage & Private Hire Function	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
	Non-Statutory Licensing Committee	Committee 27/05/2020	<ul style="list-style-type: none"> • Commercial Regulation Manager • Licensing Manager • Section Leader - Licensing
Additional Hackney Carriage/Private Hire Vehicle Driver's Licence Conditions	Commercial Regulation Manager/Service Lead/Section Leader in consultation with Chair of Non-Statutory Licensing Committee	Non-Statutory Licensing Committee 27/05/2020	In consultation with Chair or Vice Chair of Regulatory Committee: <ul style="list-style-type: none"> • Commercial Regulation Manager • Licensing Manager • Section Leader - Licensing
New/Renewal Hackney Carriage/Private Hire Vehicle Applications	Subject to Criteria - Licensing Officer	Licensing Committee 30/05/2012	<ul style="list-style-type: none"> • Senior Licensing Officer • Licensing Officer
			Applicant not clear of guidelines: <ul style="list-style-type: none"> • Regulatory Sub-Committee • Licensing Manager • Markets Manager • Service Managers within Commercial Regulation • Service Managers within Governance Services • Section Leader - Licensing
Reviews – Hackney Carriage/Private Hire Vehicle Licence			<ul style="list-style-type: none"> • Regulatory Sub-Committee • Licensing Manager • Markets Manager • Service Managers within Commercial Regulation • Service Managers within Governance Services • Section Leader - Licensing
Hackney Carriage Exceptional Condition Criteria	Licensing Officer, in accordance with approved Policy	Licensing Committee	<ul style="list-style-type: none"> • Senior Licensing Officer

2020 – 2021

Hackney Carriage & Private Hire Function	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
	Appeal to Section Leader, Licensing	15/06/2016	Appeal to: • Section Leader - Licensing
Hackney Carriage/Private Hire Fees and Charges	Non-Statutory Licensing Committee	Non-Statutory Licensing Committee 10/07/2019	• Regulatory Committee
Reviews/Reviews Prior to Renewal – Hackney Carriage/Private Hire Vehicle Drivers Immediate Suspensions	Head of Business Services/Service Managers within Governance Services/Place, Commercial Regulation Manager, Markets Manager, Service Leads, Section Leaders, Licensing, Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Regulatory Sub-Committee • Licensing Manager • Markets Manager • Service Managers within Commercial Regulation • Service Managers within Governance Services • Section Leader - Licensing
Advertising on/in Hackney Carriages	Commercial Regulation Manager/Service Lead	Non-Statutory Licensing Committee 27/05/2020	• Licensing Manager
(a) “All Over”	Commercial Regulation Manager/Service Lead	Non-Statutory Licensing Committee 27/05/2020	• Licensing Manager
(b) Tip Up Seats	Section Leader, Licensing, in accordance with approved policy	Licensing Committee 30/05/2012	• Licensing Manager
(c) Doors	Section Leader, Licensing, in accordance with approved policy	Licensing Committee 30/05/2012	• Licensing Manager
(d) Rear Window	Commercial Regulation Manager/Service Lead	Non-Statutory	• Licensing Manager

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Hackney Carriage & Private Hire Function	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
		Licensing Committee 27/05/2020	
Advertising on/in Private Hire Vehicles	Commercial Regulation Manager/Service Lead	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Licensing Manager
(a) Rear Window	Commercial Regulation Manager/Service Lead	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Licensing Manager
(b) Rear Doors and Rear Wings	Commercial Regulation Manager/Service Lead	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Licensing Manager
Private Hire Vehicle Identification Plate – Exemption Policy	Section Leader/Licensing Officer, Licensing in line with agreed policy.	Licensing Committee 15/06/2016	
Limousines/Applications for Private Hire Vehicles	Section Leader, Licensing	Licensing Committee 15/06/2016	
Novelty Vehicles Applications for Private Hire Vehicles, Fire Engines etc	Section Leader/Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> • Regulatory Sub-Committee • Licensing Manager • Section Leader - Licensing
Approval of Hackney Carriage – Types	Section Leader, Licensing, in accordance with approved policy	Licensing Committee 30/05/2012	

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Hackney Carriage & Private Hire Function	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Approval of Hackney Carriage Fares	Non-Statutory Licensing Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Committee
Digital Advertising in Hackney Carriage/Private Hire Vehicle	Commercial Regulation Manager/Service Lead	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> Licensing Manager
Hackney Carriage/Private Hire Vehicles – Section 68 Notices	Service Leads, Section Leader, Licensing Officer, Licensing	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> Compliance Service Lead Senior Compliance Officers District Officers Compliance Officer – Licensing Senior Licensing Officer Licensing Officer - Licensing
Suspension/Removal of Suspension for Non-Mechanical Tests	Service Lead/Senior Officers/District Officers/Compliance Officers, Commercial Regulation Manager, Section Leaders Licensing, Licensing Officers	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> Compliance Service Lead Senior Compliance Officers District Officers Compliance Officer – Licensing
VOSA MOT Testing Facilities for Hackney Carriage/Private Hire Vehicles Mechanical Safety checks - Approval	Section Leader, Licensing	Licensing Committee 15/06/2016	<ul style="list-style-type: none"> Senior Licensing Officer Section Leader - Licensing
VOSA MOT Testing Facilities for Hackney Carriage/Private Hire Vehicles Mechanical Safety checks - Revocation/Attachment of Conditions/Refusal	Section Leader, Licensing	Licensing Committee 15/06/2016	<ul style="list-style-type: none"> Section Leader - Licensing
VOSA MOT Testing Facilities for Hackney Carriage/Private Hire	Commercial Regulation Manager	Non-Statutory Licensing	<ul style="list-style-type: none"> Licensing Manager

2020 – 2021

Hackney Carriage & Private Hire Function	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Vehicles Mechanical Safety checks - Review of decision		Committee 27/05/2020	
Non-Mechanical compliance check of Hackney Carriage and Private Hire Vehicles - Approval	Licensing Officers	Licensing Committee 17/04/2013	<ul style="list-style-type: none"> • Senior Licensing Officer • Licensing Officer
Non-Mechanical compliance check of Hackney Carriage and Private Hire Vehicles - Review of Decision			<ul style="list-style-type: none"> • Section Leader – Licensing • Senior Licensing Officer
Private Hire Vehicle Exceptional Condition Criteria - Approval	Senior Licensing Officer	Non-Statutory Licensing Committee 10/07/2019	
Private Hire Vehicle Exceptional Condition Criteria - Review of Decision	Section Leader, Licensing	Licensing Committee 03/06/2015	
Hackney Carriage Replacement Vehicles – outside existing criteria	Section Leader, Licensing	Licensing Committee 15/06/2016	
Hackney Carriage Replacement Vehicles – Review of Decision	Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Licensing Manager

2020 – 2021

Hackney Carriage & Private Hire Function	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Compliance - Reviews of Hackney Carriage/Private Hire Vehicle Drivers/Operators Licence			
Investigation into complaints	Service Lead, Senior Compliance Officers, District Officers, Compliance Officers, Licensing	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Commercial Regulation Manager • Licensing Manager • Service Managers within Commercial Regulation • Compliance Service Lead
Authorisation of Cautions	Commercial Regulation Manager/ Service Leads	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Commercial Regulation Manager • Licensing Manager • Compliance Service Lead
Authorisation to Prosecute	Head of Business Services/ Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Commercial Regulation Manager • Licensing Manager
Investigation of Offences under the Town and Police Clauses Act 1847 and Local Government (Miscellaneous Provisions) Act 1976			<ul style="list-style-type: none"> • Compliance Service Lead • Senior Compliance Officers • District Officers • Compliance Officers - Licensing
Authorisation to conduct interviews under Police and Criminal Evidence Act 1984 (PACE)			<ul style="list-style-type: none"> • Compliance Service Lead • Senior Compliance Officers • District Officers • Compliance Officers - Licensing

2020 – 2021

Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Scrap Metal (for information only)			
Scrap Metal Licence Site/Collectors Applications	No Representations - Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
	Representations - Section Leader, Licensing	Executive Decision Notice 16/02/2018	
Scrap Metal Licence Site/Collectors Refusal	Section Leader, Licensing	Executive Decision Notice 16/02/2018	
Scrap Metal Licence Site/Collectors Review/Revocation	Section Leader, Licensing	Executive Decision Notice 16/02/2018	
Scrap Metal Licence Site/Collectors Variation	No Representations - Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
	Representations - Section Leader Licensing	Executive Decision Notice 16/02/2018	
Scrap Metal Site Issue of Closure Notice - Application to Magistrates for Closure Order / Termination of Order	Commercial Regulation Manager/Section Leader, Licensing	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Service Manager - Commercial Regulation • Section Leader - Licensing
Scrap Metal Fees	Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Scrap Metal (for information only)			
Delegation of Decision Making Functions under the Act	Director of Governance/Commercial Regulation Manager/Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Director of Governance • Commercial Regulation Manager • Service Manager - Commercial Regulation • Licensing and Compliance Officer

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Street Trading			
Pitches – Create, Relocate or Deletion Review of Decision	Markets General Manager/Area Markets Manager Commercial Regulation Manager	Non-Statutory Licensing Committee 17/03/2021 Non-Statutory Licensing Committee 17/03/2021	
Consents – Grant, Renewal, Revocation Review of Decision	Markets General Manager/Area Markets Manager Commercial Regulation Manager	Non-Statutory Licensing Committee 17/03/2021 Non-Statutory Licensing Committee 17/03/2021	
Private Land Consents – Grant Revocation of Consent	Area Markets Manager Markets General Manager	Non-Statutory Licensing Committee 17/03/2021 Non-Statutory Licensing Committee 17/03/2021	

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Street Trading			
Temporary/Street Trading Occasional Consents	Area Markets Manager	Non-Statutory Licensing Committee 17/03/2021	
Change of Tradeline	Markets General Manager	Non-Statutory Licensing Committee 17/03/2021	
Transfer of Street Trading Consent Subject to Consent Conditions Review of Decision	Markets General Manager Commercial Regulation Manager	Non-Statutory Licensing Committee 17/03/2021 Non-Statutory Licensing Committee 27/05/2020	
Street Trading Fees and Charges	Non-Statutory Licensing Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Committee
Change of Unit Design - Approval	Markets General Manager	Non-Statutory Licensing Committee 17/03/2021	

2020 – 2021

Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
General			
Sex Establishment Licence Shops/Cinema/Sexual Entertainment Venues New Applications	All Cases - Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee
Sex Establishment Licence Shops/Cinema/ Sexual Entertainment Venues Renewal Applications - No Representations	Section Leader, Licensing	Licensing Committee 30/05/2012	
Sex Establishment Licence Shops/Cinema/ Sexual Entertainment Venues Renewal Applications - Representations	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee
Sex Establishment Shop/Cinema/ Sexual Entertainment Venues Variation Applications - No representations	Section Leader, Licensing	Licensing Committee 18/06/2014	
Sex Establishment Shop/Cinema/ Sexual Entertainment Venues Variation Applications – Representations	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee
Sex Establishment Licence Shop/Cinema/Sexual Entertainment Venues Transfer Applications – No representations	Section Leader, Licensing	Licensing Committee 18/06/2014	

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
General continued/...			
Sex Establishment Licence Shop/Cinema/Sexual Entertainment Venues Transfer Applications - Representations	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee
Revocation of Sex Establishment Licence	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee
House to House	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Free Printed Matter – Grant	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Free Printed Matter – Suspension, Revocation	Senior Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Free Printed Matter – Review of Decision	Section Leader, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Free Printed Matter – Mediate outcome of Appeal	Commercial Regulation Manager - Recommendation to Chair	Non-Statutory Licensing Committee 27/05/2020	In consultation with Chair of Regulatory Committee: Service Manager - Commercial Regulation

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
General continued/...			
Street Collections	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Registrations Acupuncture/Tattooing/ Electrolysis/Cosmetic Piercing and Permanent Skin Colouring	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Hypnotism	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Hypnotism – Review of Decisions	Section Leader, Licensing	Licensing Committee 03/06/2015	
Marriage Venues	Licensing and Compliance Officer, Licensing, signed off by Proper Officer	Non-Statutory Licensing Committee 10/07/2019	
Marriage Venues - Appeals	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
General continued/...			
'A' Boards	<p>No Representations - Licensing and Compliance Officer, Licensing</p> <p>Representations / Non-Compliant with policy - Licensing and Compliance Officer, Licensing</p> <p>Appeal to Section Leader, Licensing</p>	<p>Non-Statutory Licensing Committee 10/07/2019</p> <p>Non-Statutory Licensing Committee 10/07/2019</p> <p>Licensing Committee 18/06/2014</p>	
Table and Chairs	<p>No Representations - Licensing and Compliance Officer, Licensing</p> <p>Representations / Non-Compliant with policy - Licensing and Compliance Officer, Licensing</p> <p>Appeal to Section Leader, Licensing</p>	<p>Non-Statutory Licensing Committee 10/07/2019</p> <p>Non-Statutory Licensing Committee 10/07/2019</p> <p>Licensing Committee 18/06/2014</p>	

2020 – 2021

Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
General continued/...			
Goods on the Highways	<p>No Representations - Licensing and Compliance Officer, Licensing</p> <p>Representations / Non-Compliant with policy - Licensing and Compliance Officer, Licensing</p> <p>Appeal to Section Leader, Licensing</p>	<p>Non-Statutory Licensing Committee 10/07/2019</p> <p>Non-Statutory Licensing Committee 10/07/2019</p> <p>Licensing Committee 18/06/2014</p>	
Mini Bus Permits	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Senior Licensing Officer
Dangerous Wild Animals	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Dangerous Wild Animals - Grounds for Refusal under the Act - Revocation of Licence	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
General continued/...			
Zoos - No representations	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Zoos - Representations/Review of Licence	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> Regulatory Sub-Committee
Pavement Licences	<p>No representations – Licensing Officer, Licensing and Compliance Officer, Licensing</p> <p>Representations/None compliant with policy Senior Licensing and Compliance Officer/ Section Leader, Licensing</p> <p>Service Lead, Business Services/Commercial Regulation Manager</p>	<p>Non-Statutory Licensing Committee 09/09/2020</p> <p>Non-Statutory Licensing Committee 09/09/2020</p> <p>Non-Statutory Licensing Committee 09/09/2020</p>	<ul style="list-style-type: none"> Licensing and Compliance Officer Service Manager - Commercial Regulation
Review of Decision – Refusal to Grant/Revoke Licence			

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Caravan Licensing			
Caravan Sites Grant – Attachment of Model Conditions	Licensing and Compliance Officer	Non-Statutory Licensing Committee 10/07/2019	
Caravan Sites Grant – Attachment of Conditions other than all Model Conditions	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> • Regulatory Sub-Committee
Caravan Sites Grant - On Transfer of Benefit for use of land - model conditions	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Caravan Sites Grant - On Transfer of Benefit for use of land - other than model conditions	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> • Regulatory Sub-Committee
Caravan Sites Refusal	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> • Regulatory Sub-Committee
Caravan Sites Alteration of Conditions - No representations	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Caravan Sites Alteration of Conditions - Representations	Non-Statutory Licensing Sub-Committee	Non-Statutory Licensing Committee 10/07/2019	<ul style="list-style-type: none"> • Regulatory Sub-Committee

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Animal Welfare (Licensing Activities Involving Animals) (England Regulations) 2018			
Animal Boarding Establishments/ Dog Breeding/ Performing Animals/ Pet Shops and Riding Establishments - Grant / Renewal	Licensing and Compliance Officer, Licensing - in accordance with requirement 2018 Regulations	Non-Statutory Licensing Committee 10/07/2019	
Animal Boarding Establishments/ Dog Breeding/ Performing Animals/ Pet Shops and Riding Establishments - Variation with consent of licence holder	Licensing and Compliance Officer, Licensing	Non-Statutory Licensing Committee 10/07/2019	
Animal Boarding Establishments/ Dog Breeding/ Performing Animals/ Pet Shops and Riding Establishments - Variation without consent of licence holder	Section Leader, Licensing	Non-Statutory Licensing Committee 28/11/2018	
Animal Boarding Establishments/ Dog Breeding/ Performing Animals/ Pet Shops and Riding Establishments - Variation - where written representations are received	Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Service Manager - Commercial Regulation
Animal Boarding Establishments/ Dog Breeding/ Performing Animals/ Pet Shops and Riding Establishments - Suspension without consent	Section Leader, Licensing	Non-Statutory Licensing Committee 28/11/2018	

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Animal Welfare (Licensing Activities Involving Animals) (England) 2018 continued/...			
Animal Boarding Establishments/ Dog Breeding/ Performing Animals/Pet Shops and Riding Establishments – Suspension where written representations are received	Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Service Manager - Commercial Regulation
Animal Boarding Establishments/ Dog Breeding/ Performing Animals/ Pet Shops and Riding Establishments - Revocation of licence	Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Service Manager - Commercial Regulation

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Safety of Sports Grounds Act 1975 and Safety of Places of Sports Act 1987			
Variation of capacity via prohibition or restriction of all, or part of the stadium amending the safety certificate and replacement of the safety certificate.	Head of Business Services/Commercial Regulation Manager/Service Lead (with responsibility for Health and Safety) Senior Officer (Alison Stevens)	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Commercial Regulation Manager • Service Manager – Environmental Health • Alison Stevens, Senior Officer
Power of entry to facilitate ‘periodic inspection’ of the stadium	Service Leads, District and Senior Officers within Environmental Health	Licensing Committee 15/06/2016	<ul style="list-style-type: none"> • Service Manager – Environmental Health • Senior Officer within Environmental Health • District Officer within Environmental Health
Chair of Safety Advisory Group Vice Chair of Safety Advisory Group	Head of Business Services/Commercial Regulation Manager/Service Lead, Licensing Service Lead (with Health and Safety responsibility)/Service Lead, Licensing	Non-Statutory Licensing Committee 27/05/2020 Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Licensing Manager • Service Manager - Environmental Health

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Regulatory of Investigatory Powers Act 2000			
Regulation of Investigatory Powers Act (RIPA) 2000 authorisation to the Magistrates Court under Section 223 Local Government Act 1972	Head of Business Services/Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Commercial Regulation Manager • Head of Communities

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Licence/Consent/Permit Type	Current Delegations	Date of Committee Authorisation	Proposed Delegations 2021 - 2022
Anti-Social Behaviour Crime and Policing Act 2014 (Section 76-79)			
Power to issue closure notice (for up to both 24 hours and 48 hours as per Sections 76 and 77*)	Head of Business Services/ Head of Community Safety/Commercial Regulation Manager	Non-Statutory Licensing Committee 27/05/2020	<ul style="list-style-type: none"> • Commercial Regulation Manager • Head of Communities

* Requires Delegation from the Head of Paid Service

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 Tim Johnson
 Chief Executive

Date:

The proposed delegation to officers is subject to an administrative process by working through checklists of approved policy/criteria prior to the issue of Licence/Registration/Permit/Notice etc.

I delegate authority for the decision making processes within the functions detailed above to the posts named in the proposed delegation column.

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 Ross Cook
 Director for City Housing and Environment

Date: