The Strategic Director, City Operations, is authorised in accordance with Part E: Officer Delegation Scheme to carry out functions on behalf of Full Council and the Executive. The Strategic Director has chosen to sub-delegate some or all of those functions to officers of suitable experience and seniority in his/her own directorate or in another directorate. These officers are identified by reference to their job title rather than by name. If the Strategic Director delegates functions to a fellow Director he/she makes it clear in this sub-delegation scheme whether that Director can sub-delegate those functions.

This scheme details the officers who can carry out each function on the Director's behalf, together with the details of any terms and conditions which the Director has imposed on that sub-delegation.

Even though the Strategic Director has sub-delegated the functions he/she remains accountable for all decisions taken in accordance with this scheme and also retains the same delegated authority. An officer with sub-delegated authority may decide not to exercise that authority, or the Strategic Director may indicate that the authority should not be exercised, in respect of any individual matter. In either case that matter should be referred to the Strategic Director for a decision or for referral to the relevant Committee if appropriate.

Signed:

Craig Cooper

Date: 7th August 2023

1.

The Strategic Director, whilst also retaining the function, has chosen to delegate a number of functions to other groups of officers. Where the same group of officers receive a number of separate delegations, in order to save space within the sub-delegation scheme, those groups of

2.

Head of Bereavement & Registration Services -

Coroners -

	PFI Contract Manager - Head of Highways PFI Procurement - Parking Services Manager - Local Highways Services Manager - Highways Services Manager - Flood Risk Manager - Highways Information Manager - Highways Network Manager -
	Head of Resilience & Operations - Prevent Manager - Acting Head of Community Safety -
	Head of Business Improvement and Support -

4.

Part E 3.2 (i)	To make decisions and approve expenditure relating to the functions of the Directorate providing: that the sum expended is within the approved budget for the Directorate and/or relevant portfolio, and the amount in relation to any single instance...

5.

Part E 3.2 (ii)	To determine employment matters relating to staff including all changes to staffing structures below JNC level and the annual implementation of the contractual pay increment system. These powers will not include changes to terms and conditions of employment (the Birmingham Contract) or additional payments to any individual member of staff above the general financial threshold delegated to officers (£200,000).

1.	Authority to fill vacancies in line with Contract of Employment (applicable to Grade) Note: the creation of new posts must be agreed corporately	In line with policy and procedures on the intranet, and

6.

| 2. | Acting Up / Honoraria | In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct |
| | | For posts below Assistant Director: approval of business cases by managers and HR Business Manager for review of recommendations at Directorate Workforce Board (DLT)/or according to Directorate process. |

3.

7.

5.	: Discipline; Grievance; Managing Capability; Dignity at Work.	In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct Assistant Director/Directors Managers at GR7 GR4 Note: the Chair of a Disciplinary Hearing must have attended the Power to Dismiss Course
6.	ures in relation to redundancy, including consultation with trade unions	In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct Assistant Director/Directors Heads of Service
7.	Opportunities in Employment policy.	In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct Assistant Director/Directors Managers at GR7 GR4
8.	Training and Development for the Directorate.	In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct Assistant Director/Directors Managers at GR7 GR4

8.

9.   Ensuring the health, safety & welfare of employees   In line with policy and procedures on the intranet, and

9.

Part E 3.2 (iii)	To approve tender strategies and award contracts in accordance with the Procurement Government Arrangements where the supplies, materials, or services to be purchased or the works to be executed are between the Procurement Threshold (£181,302 as at September 2019) and £10,000,000 in value, over the contract length.		
1.	To approve tender strategies and contracts in accordance with Part D Financial, Contract and Procurement Regulations (Procurement Government Arrangements). Submitting bids to external organisations in accordance with Part D Financial, Contract and Procurement Regulations To approve contract extensions where the option to extend exists in the original contract, in accordance with Part D Financial, Contract and Procurement Regulations	948	4	8

10.

Part E 3.2 (vi)	The Chief Executive and Strategic Directors have delegated authority to approve and make payments in connection with the duties
	Accountable Body, the Chief Executive or any Chief Officer has authority to make lawful payments in compliance with the terms under which the Council holds monies as the Accountable Body and in accordance with any requirements approved by the Council as Accountable Body, up to but not exceeding the total amount held under each agreement with the grant giver.

1.	To approve and make payments in connection with the duties of the council where it holds monies in the above and in accordance with Part D Financial, Contract and Procurement Regulations	Assistant Directors/Directors

12.

To consider matters relating to any land or property allocated to the Department / Directorate, including (if appropriate, after consultation with the relevant Cabinet Member) the acquisition and disposal of freehold and leasehold interests (including granting and surrendering of any rights over land and property), declaring land or property to be surplus to requirements and including, where appropriate, appropriating the same to another Directorate for other purposes and requesting the Director Inclusive Growth to give approval to the matter under their delegated powers.

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13.

To discharge local authority approvals for S30 Dispersal Orders, Crack House Closures and other statutory instruments relating to local community safety.	Strategic Director Director Regulation and Enforcement Assistant Director Community Safety and Resilience Senior Service Manager Safer Places
To exercise powers in relation to the Anti-Social Behaviour, Crime & Policing Act 2014: (a). Apply to the court for an Injunction under Section 1 of the Act (b). Apply to the court for a Criminal Behaviour Order under Section 22 of the Act (c). Issue a Community Protection Notice under Section 53(1b) of the Act (d).To make and serve Public Spaces Protection Orders under Section 59 of the Act (e). 53(1c) and 63(1), (2) and (3) of the Act relating to the Community Protection Notice and Consumption of Alcohol in Breach of Public Spaces Protection Order respectively.	Strategic Director Assistant Director / Heads of Service, Community Safety and Resilience, Regulation and Enforcement Senior Service Manager Safer Places
Further to the delegated power in Part E, and only relating to cases requiring a Finance Officer (or in his/her absence Finance Business Partners) and with the relevant Director or the relevant deputising officer in the absence of the relevant Director, - to settle and determine any compensation or other regulatory and licensing related claims up to a limit of £200,000 per case;	Strategic Director Director Regulation and Enforcement

15.

Subject to any limitations or conditions imposed by the Licensing and Public Protection Committee or the Executive: to deal with, approve, grant, refuse, settle or determine any licensing, public protection, waste management, travellers and fly-posting enforcement functions of the Council (including the making of, issue and service of any licence, notice or order and any advertising issues);	Strategic Director Head of Licensing, Markets (inc Street Trading) and Private Rented Sector Head of Environmental Health, Mortuary and Pest Control Head of England Illegal Money Lending Team and Trading Standards Head of Bereavement and Registration Services Head of Selective Licensing Assistant Director Street Scene
to authorise officers to deal with, approve, grant, refuse, settle or determine any licensing, public protection, waste management, travellers and fly-posting enforcement functions of the Council (including the making of, issue and service of any licence, notice or order and any advertising issues)	Strategic Director Head of Licensing, Markets (inc Street Trading) and Private Rented Sector Head of Environmental Health, Mortuary and Pest Control Head of England Illegal Money Lending Team and Trading Standards Head of Bereavement and Registration Services Head of Selective Licensing Director Street Scene

To authorise the service of notices and the institution of legal proceedings in by the Executive or delegated to the Licensing and Public Protection Committee, or to the Assistant Director of Regulation and Enforcement; and, subject to open and transparent arrangements being provided,	Strategic Director Director Regulation and Enforcement Head of Licensing, Markets (inc Street Trading) and Private Rented Sector Head of Environmental Health, Mortuary and Pest Control Head of England Illegal Money Lending Team and Trading Standards Head of Bereavement and Registration Services Head of Selective Licensing
to authorise these subs delegated officers to sub delegate their powers, functions and duties in respect to the above delegated power, to any staff within their respective areas of responsibility	Strategic Director Director Regulation and Enforcement Head of Licensing, Markets (inc Street Trading) and Private Rented Sector Head of Environmental Health, Mortuary and Pest Control Head of England Illegal Money Lending Team and Trading Standards Head of Bereavement and Registration Services Head of Selective Licensing

17.

To authorise officers to enter premises, authorise officers to investigate offences, authorise officers to institute or defend any legal proceedings relating to any licensing or regulatory issues and investigations into criminal conduct including such relevant provisions of the Local Government Act of 1972 and 2000 and authorise officers to investigate criminal matters, institute or defend such legal proceedings on behalf of other local authorities;

Strategic Director

Director   Regulation and Enforcement

Head of Licensing, Markets (inc Street Trading) and Private Rented Sector

Head of Environmental Health, Mortuary and Pest Control

Head of England Illegal Money Lending Team and Trading Standards

18.

	Head of England Illegal Money Lending Team and Trading Standards
	Head of Bereavement and Registration Services
	Head of Selective Licensing

To deal with any matters relating to the caravan sites, the security industry, Anti-Social Behaviour and

20.

To exercise all the powers and duties of the Council relating to private rented sector housing, including licensing and rating schemes, enforcement and policy.	Strategic Director Director Regulation and Enforcement Head of Licensing, Markets (inc Street Trading) and Private Rented Sector Head of Licensing, Registration and Markets
To deal with the approval, grant or distribution of any District Local Delivery Group budgets allocated to the City Council;	Strategic Director Assistant Directors / Directors Heads of Service (as appropriate)
To waive the increased exclusive right of burial fee (out of Parish) in exceptional circumstances	Strategic Director Assistant Director Regulation and Enforcement
To negotiate and renew operating agreements with Business Improvement Districts (BIDS) and provide a Baseline Services Statement as per legislative requirement where the BIDs must have been established in accordance with the provisions contained within the Local Government Act 2003 and the Business Improvement District (England) Regulations 2004.	Strategic Director Assistant Director - Neighbourhoods

22.

23.

To deal with, apply review, approve, grant, allocate, refuse, transfer, manage and	Strategic Director Assistant Director Highways & Infrastructure Assistant Director Transport & Connectivity Highways Services Manager PFI Contract Manager Highway Asset Manager Highways Asset Manager Electrical Asset Manager PFI Commercial Manager PFI Contract and Performance Manager Head of Transport Planning & Network Strategy
in accordance with the terms of the Highway Maintenance and Management Service PFI Contract subject, where such action involves expenditure, to a financial limit in relation to any single matter of £200,000;	Strategic Director Assistant Director Highways & Infrastructure Highway Services Manager PFI Contract Manager PFI Contract and Performance Manager

24.

To issue indemni

27.

Where any mediation or other form of alternative dispute resolution process has been entered by the Council, to agree the terms of any mediation agreement or other form of agreement to conclude the process (subject to there being an approved budget provision where payment is to be made by the Council, and in accordance with any guidance issued by the Monitoring Officer);

Strategic Director

Assistant Director Highways & Infrastructure

Assistant Director Transport & Connectivity

Head of Major Transport Projects

Head of Transport Projects

Head of Transport Planning & Network Strategy

Local Highways Services Manager

Highways Services Manager

PFI Contract Manager PFI Commercial Manager

28.

Invite, accept and appoint consultants for a specified period for the development and execution of approved projects;	Strategic Director
	Assistant Director Highways & Infrastructure
	Highways Services Manager
	Local Highways Services Manager
	PFI Contracts Contract Manager
	Parking Services Manager
	Assistant Director Transport & Connectivity
	Head of Major Transport Projects
	Head of Transport Projects
	Head of Transport Planning & Network Strategy
	Head of Project Delivery

33.

h) Rights of entry	Strategic Director
	Assistant Director Highways and Infrastructure
	Highways Services Manager
	Local Highways Services Manager
	PFI Contract Manager Parking Services Manager
	Assistant Director Transport & Connectivity
	Head of Major Transport Projects
	Head of Transport Projects
	Head of Transport Planning & Network Strategy
	Traffic Manager
	Highways Information Manager

i) Traffic Regulation Orders pursuant to the Road Traffic Regulations Act 1984	Strategic Director Assistant Director Highways and Infrastructure Highways Services Manager Local Highways Services Manager PFI Contract Manager Parking Services Manager Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Traffic Manager