

**PLACE DIRECTORATE**

**PLANNING AND BUILDING CONTROL DIVISION**

**OFFICER SCHEME OF DELEGATION**

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This Scheme of Delegation is made pursuant to Sections 23 to 25 of the Council's Constitution.

Corporate Directors may delegate decisions or functions for which they are responsible to one or more officers within their directorate provided that they maintain a Directorate Officer Scheme of Delegation which is notified to the Monitoring Officer and published in Part D of this Constitution in due course.

I hereby delegate the decisions or functions set out in this scheme of delegation to be carried out by the holders of the named posts, subject to the general principles and limitations set out in Section 23 of the Council's Constitution.

This scheme of officer delegation applies to all decisions made before or after the date hereof.

**Ann Sutcliffe**  
**Corporate Director – Place**



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18 May 2022

**Date:**

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## 1. Town Planning

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other (including any limitations)
1(a)	<p><b>Development Plans</b></p> <p>Functions relating to development plans (Part 2 of the Town and Country Planning Act 1990) except:</p> <ul style="list-style-type: none"> <li>where approval by Cabinet is needed for a Supplementary Planning Document, the Local Development Scheme, the Statement of Community Involvement or the Annual Monitoring Report; or</li> <li>where approval by Council is needed for a Development Plan Document.</li> </ul>	Place	<p>Planning &amp; Building Control</p> <p>Deputy Divisional Director (<del>in-DD absence</del>)</p>	Strategic Planning Manager	<p>Plan Making Team Leader</p> <p>Place Shaping Team Leader</p>
1(b)	<p><b>Development Management</b></p> <p>Functions relating to Control over Development pursuant to Part 3 of the Town and Country Planning Act 1990 including authority to adopt Environmental Impact Assessment Screening and Scoping Opinions</p> <p>Except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning &amp; Building Control</p> <p>Deputy Divisional Director (<del>in-DD absence</del>)</p>	Development Manager Management	<p>Area Planning Managers</p> <p>Planning Compliance Manager (1) (<i>see Conditions key below</i>)</p> <p>Team Leaders DM (1)</p> <p>Principal Planning Officers DM (2)</p> <p>EIA Officer (5)</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(c)	<p><b>Enforcement and Compliance</b></p> <p>All functions relating to planning control and enforcement</p> <p>Part 7 of the Town and Country Planning Act 1990</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Principal Planning Compliance Officer (3)</p>
1(d)	<p><b>Lawful Development Certificates</b></p> <p>Functions relating to the determination and granting of lawful development certificates</p> <p>Part 7 of the Town and Country Planning Act 1990 as amended</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (in DD absence)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Principal Planning Officer DM (2)</p> <p>Principal Planning Compliance Officer (3)</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(e)	<p><b>Advertisements, trees and land adversely affecting amenity</b></p> <p>Functions relating to special planning controls.</p> <p>Part 8 of the Town and Country Planning Act 1990.</p> <p>e.g. trees, amenity land and advertisements</p>	Place	<p>Planning and Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> Management</p> <p>Strategic Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader DM (1)</p> <p>Principal Planning Officer DM (2)</p> <p>Principal Planning Compliance Officer</p> <p>Place Making Team Leader (for matters relating to trees)</p>
1(f)	<p><b>Highways and Planning</b></p> <p>Functions relating to highways and planning (Part 10 of the Town and Country Planning Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>
1(g)	<p><b>Statutory Undertakers</b></p> <p>Functions relating to statutory undertakers and planning (Part 11 of the Town and Country Planning Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(h)	<p><b>Crown Land</b></p> <p>Functions relating to Crown land and planning (Part 13 of the Town and Country Planning Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>
1(i)	<p><b>Financial Provisions</b></p> <p>Functions relating to financial provisions for planning (Part 14 of the Town and Country Planning Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> Management</p> <p>Divisional Support</p>	<p>Area Planning Manager</p> <p><del>Planning &amp; Building Control Support Team Leader</del></p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(j)	<p><b>Miscellaneous planning provisions</b></p> <p>Functions relating to miscellaneous and general planning provisions (e.g. rights of entry) (Part 15 of the Town and Country Planning Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (<del>in DD absence</del>)</p>	<p>Development Manager Management</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p>
1(k)	<p><b>Listed Buildings</b></p> <p>Functions relating to listed buildings (Part 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (<del>in DD absence</del>)</p>	<p>Development Manager Management</p> <p>Strategic Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Place Shaping Team Leader</p> <p>Principal Planning Officers DM (2)</p>
1(l)	<p><b>Conservation Areas</b></p> <p>Powers relating to conservation areas (Part 2 of the Planning (Listed Buildings and Conservation Areas) Act 1990) except:</p> <ul style="list-style-type: none"> <li>the designation of a conservation area by Cabinet; or</li> <li>where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</li> </ul>	Place	<p>Planning and Building Control</p> <p>Deputy Divisional Director (<del>in DD absence</del>)</p>	<p>Development Manager Management</p> <p>Strategic Planning</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Place Shaping Team Leader</p> <p>Principal Planning Officers DM (2)</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(m)	<p><b>Listed buildings and conservation areas - general</b></p> <p>Functions relating to general matters relating to listed buildings and conservation areas (eg Crown land and rights of entry) (Part 3 of the Planning (Listed Buildings and Conservation Areas) Act 1990).</p>	Place	<p>Planning and Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD-absence</del>)</p>	<p>Development <del>Manager</del> Management</p> <p>Strategic Planning <del>Manager</del></p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager (1)</p> <p>Team Leader DM (1)</p> <p>Place Shaping Team Leader</p> <p>Principal Planning Officers DM (2)</p>
1(n)	<p><b>Control over hazardous substances</b></p> <p>Functions relating to controls over hazardous substances (Planning (Hazardous Substances) Act 1990) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p>	Place	<p>Planning and Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD-absence</del>)</p>	<p>Development <del>Manager</del> Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>
1(o)	<p><b>Other bodies or planning authorities</b></p> <p>Planning related matters delegated to the Council by other bodies (e.g. London Legacy Development Corporation) plus any other similar provisions made in the future) except where a matter is delegated to the Development or Strategic Development Committee in accordance with their terms of reference.</p> <p>Responses to requests for observations received from neighbouring or other planning authorities.</p>	Place	<p>Planning and Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in-DD absence</del>)</p>	<p>Development <del>Manager</del> Management</p>	<p>Area Planning Manager</p> <p>Team Leader DM</p>

Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(p)	<p><b>Illegal Advertisement Hoardings</b></p> <p>Functions related to the removal of illegal advertising hoardings (Section 11 London Local Authorities Act 1995)</p>	Place	<p>Planning and Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> <del>Management</del></p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p>
1(q)	<p><b>Execution of Documents</b></p> <p>Authority to instruct the Director of Legal Services or their nominated officer to execute agreements or deeds of variation, pursuant to Section 106 of the Town and Country Planning Act 1990 and to accept Unilateral Undertakings and authority to execute agreements pursuant to Section 278 and section 38 of the Highways Act 1980 (in so far as it relates to a Planning Application).</p>	Place	<p>Planning &amp; Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> <del>Management</del></p> <p>Infrastructure Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader <del>DM</del></p> <p>Infrastructure Planning Manager (Programming) (6)</p>
1(r)	<p><b>Legal Proceedings</b></p> <p>Authority to instruct the Director of Legal Services or their nominated officer to institute, conduct, settle and conclude legal proceedings, including section 106 obligations in the course of Appeal proceedings, <del>section 106 injunctions</del> and for the avoidance of doubt authority to use rubber stamps and mechanical devices to reproduce the Director's signature where appropriate.</p>	Place	<p>Planning &amp; Building Control</p> <p>Deputy <del>Divisional</del> Director (<del>in DD absence</del>)</p>	<p>Development <del>Manager</del> <del>Management</del></p> <p>Infrastructure Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader <del>DM</del></p> <p>Infrastructure Planning Manager (Programming) (7)</p>



Decision (Powers and Duties)		Corporate Director	Divisional Director	Head of Service	Other
1(s)	<p>Planning Obligations</p> <p>Authority to cancel a planning obligation on the land charges register as a result of an application to modify or discharge a planning obligation or where the planning permission has not been implemented within the required time limit and an application is made to remove the obligation</p>	Place	<p>Planning &amp; Building Control</p> <p>Deputy Director</p>	<p>Development Management</p> <p>Infrastructure Planning Manager</p>	<p>Area Planning Manager</p> <p>Planning Compliance Manager</p> <p>Team Leader DM</p> <p>Infrastructure Planning Manager (Programming) (8)</p>

### Conditions and Limitations relating to planning functions

- (1) Development Management decisions by **Team Leaders** and **Planning Compliance Manager** is LIMITED to the determination of all planning, listed building consent, advertisement consent and related applications made under the named Acts, for non-major development (see definition below) and where the number of individual representations (including signatures on a petition) received in response to publicity is 5 or less.
- (2) Development Management Decisions by **Principal Planning Officers** is LIMITED to the determination of all planning, listed building consent, advertisement consent and related applications under the named Acts, for non-major development (see definition below) and where no representations have been received in response to publicity.
- (3) Enforcement Functions exercised by **Principal Planning Compliance Officer** is LIMITED to decisions to serve Planning Contravention Notices, Breach of Condition Notices, Section 215 (Amenity) Notices and determination of Lawful Development Certificates for non-major development and where no representations have been received in response to publicity.
- (4) For the purposes of limitations (1) and (2), **non-major development** is defined as development (including changes of use) involving the creation of fewer than 10 dwellings (unless total floor space exceeds 1000m<sup>2</sup>), site areas less than 0.5 hectares, office / light industrial, general industrial, retail and other non-residential development of less than 1000 m<sup>2</sup> / under 1 hectare, gypsy/traveler sites up to 9 pitches, householder development, advertisement consent or development where no floor space is created (e.g. shop fronts, telecommunications and changes of use).
- (5) Decisions by the EIA officer are limited to the adoption of EIA Screening and Scoping Opinions where they are not the author of the draft recommendation.
- (6) For Deed of Variations to s106 agreements only
- (7) For securing compliance with s106 agreements only
- (8) For applications made to remove an obligation

## 2. Building Regulations

PBCS = Principal Building Control Surveyor

BCS = PBCS and Building Control Surveyor

**SDTL** = **Spatial Data Team Leader**

SN&NO = Street Naming & Numbering Officer

BC Engineer = Building Control Engineer [Structures] and Building Control Engineer [Fire Safety Services]

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2.(a)	Powers and duties relating to the relaxation of building regulations, passing or rejection of plans and breach of building regulations (Part I of the Building Act 1984)	Place	Planning & Building Control Deputy <b>Divisional</b> Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control)
2(b)	Powers and duties relating to the supervision of building work etc otherwise than by local Authorities (Part II of the Building Act 1984)	Place	Planning & Building Control Deputy <b>Divisional</b> Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control) PBCS
2(c)	Powers and duties relating to defective premises, demolitions, etc including the power to serve notice and issue schedules of conditions (Part III of the Building Act 1984)	Place	Planning & Building Control Deputy <b>Divisional</b> Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control) PBCS [in TL absence]

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(d)	Powers and duties relating to the duties of local authorities to execute the Building Act 1984 and to enforce building regulations (Part IV of the Act)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) PBCS [in TL absence]
2(e)	Authority and power to enter premises for the purpose of enforcing the provisions of the Building Act 1984 (Part IV of the Act)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) BCS BC Engineer
2(f)	Authority to sign documents required under the Building Act 1984	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) PBCS [in TL absence]
2(f1)	Powers & Duties in respect of Naming & Numbering of Streets & Buildings & (Part II of the London Building Acts [Amendment] Act 1939)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	<del>Directorate Management Systems</del> Divisional Support	<del>Team Leader (SN&amp;N)</del> SDTL Principal Spatial Data Officer

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(f2)	Section 6 of the London Building Acts [Amendment] Act 1939) Assigning of names of streets etc.	Place	Planning & Building Control  Deputy <del>Divisional</del> Director ( <del>in DD-absence</del> )	Directorate Management Systems  Divisional Support	<del>Team Leader (SN&amp;N)</del> SDTL Principal Spatial Data Officer
2 (f3)	Section 8 of the London Building Acts [Amendment] Act 1939) Setting up of names of streets	Place	Planning & Building Control  Deputy <del>Divisional</del> Director ( <del>in DD-absence</del> )	Directorate Management Systems  Divisional Support	<del>Team Leader (SN&amp;N)</del> SDTL Principal Spatial Data Officer
2 (f4)	Section 11 of the London Building Acts [Amendment] Act 1939) Numbering and naming of buildings	Place	Planning and Building Control  Deputy <del>Divisional</del> Director ( <del>in DD-absence</del> )	Directorate Management Systems  Divisional Support	<del>Team Leader (SN&amp;N)</del> SDTL Principal Spatial Data Officer

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(g)	Powers and duties, in respect of the construction of buildings (Part III of the London Building Acts (Amendment) Act 1939 (as amended))	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(h)	Powers and duties in respect of special and temporary buildings (Part IV of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(i)	Powers and duties in respect of precautions against fire in certain old buildings (Part V of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(j)	Powers and duties in respect of dangerous and neglected structures (Part VII of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) PBCS BC Engineer (Structures)

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(k)	The power to discharge the duties of the district surveyor (part IX of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy <del>Divisional</del> Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control)
2(l)	Powers and duties in respect of legal proceedings (Part XI of the London Building Acts (Amendment) Act 1939)	Place	Planning & Building Control Deputy <del>Divisional</del> Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control)
2(m)	The power to issue consents and make regulations under Part XII of the London Building Acts (Amendment) Act 1939	Place	Planning & Building Control Deputy <del>Divisional</del> Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control)
2(n)	Authority and power to enter premises for the purpose of enforcing the provisions of the London Building Acts (Amendment) Act 1939 (all relevant sections)	Place	Planning & Building Control Deputy <del>Divisional</del> Director ( <del>in DD absence</del> )	Building Control <del>Directorate Management Systems</del> Divisional Support	Team Leader (Building Control) BCS BC Structural Engineer SDTL Principal Spatial Data Officer

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(o)	Power to authorise notices under all relevant sections of the Building (Approved Inspector) Regulations 2000 (as amended)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) PBCS (in TL absence)
2(p)	Power to approve the safety of platforms etc. erected or issued on public occasions (section 37 of the Public Health Acts Amendment Act 1890)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control)
2(q)	The power to act as Client under the (Construction (Design & Management Regulations 1994 ) in appointing planning supervisor in relation to demolition and other works in connection with:- Dangerous and Neglected Structures and works in contravention of legislation	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control)
2(r)	Power to act as 'appointing officer' (sections 10(8) and 20(8) of the Party Wall etc. Act 1996)	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control)



Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2(s)	Authority to modify the Charges Scheme to ensure recovery of the proper costs incurred in performing the Council's building control functions under the Building (Local Authority Charges) Regulations 2010.	Place	Planning & Building Control Deputy Divisional Director ( <del>in DD absence</del> )	Building Control Divisional Support	
2 (t)	Theatre Act 1968 ~ section 15 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control) BCS
2 (u)	Cinema Act 1985 ~ section 13 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control) BCS
2 (v)	London Government Act 1963 ~ section 12(1) Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy Divisional Director ( <del>in DD absence</del> )	Building Control	Team Leader (Building Control) BCS

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
2 (w)	Safety of Sports Ground Act 1975 ~ section 11 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) BCS
2 (x)	Private Places of Entertainment (Licensing) Act 1967 Authority and power of entry to premises for the purpose of inspection.	Place	Planning & Building Control Deputy <del>Divisional Director (in DD absence)</del>	Building Control	Team Leader (Building Control) BCS
2(y)	<b>Legal Proceedings</b> Authority to institute, conduct and conclude legal proceedings, including specifically the use of rubber stamps and mechanical devices to reproduce the Director's signature where appropriate.	Place	Planning & Building Control Deputy Director	Building Control	

### 3. Community Infrastructure Levy Regulations

Decision (Power)	Corporate Director	Divisional Director	Head of Service	Other (name post)
<p>3(a) Powers relating to the issuing of notices, raising of relevant invoices and payments under the Community Infrastructure Levy Regulations 2010 (as amended) (Parts 6 &amp; 8) relating to:</p> <ul style="list-style-type: none"> <li>• Issuing Default liability notices</li> <li>• Apportionment of liability and subsequent information notice</li> <li>• Effect of death on assumed liability</li> <li>• Acknowledging an assumption of liability notice or a liability transfer notice</li> <li>• Acknowledging notices received and notifying relevant persons of withdrawn amounts</li> <li>• Serving Information Notices and notices re disqualifying events</li> <li>• Referral of applications for exceptional circumstances to the Mayor of London as required</li> <li>• Issuing notice of chargeable development</li> <li>• Issuing and withdrawing CIL liability notices (including revised liability) and demand notices</li> <li>• Suspending demand notices</li> <li>• Acknowledging receipt of notices and payments</li> <li>• Making payments to Charging Authorities</li> <li>• Registering and removing CIL as a local land charge</li> <li>• Determining deemed commencement and serving notice of deemed commencement/commencement notices as required</li> <li>• Providing abatements and overpayment</li> <li>• <b>Review a request for payment deferrals</b></li> </ul>	Place	Planning & Building Control  Deputy <del>Divisional</del> Director ( <del>in</del> <del>DD absence</del> )	Infrastructure Planning Manager	Infrastructure Planning <del>Team Leader</del> Manager (Growth) (for any CIL liable amount)  Infrastructure Planning Manager (Programming) (1)  Principal Growth & Infrastructure Planner (up to CIL liabilities of £100,000 or less)

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
	<ul style="list-style-type: none"> <li>• Reviewing a request for surcharge and interest deferral</li> <li>• Approval of agreements to make payments in kind, administration and collection of payments in kind</li> <li>• Requesting information as a collecting authority to relevant person</li> </ul>				
3(b)	<p>Powers relating to Part 9 (Enforcement) of The Community Infrastructure Levy Regulations 2010 (as amended) relating to:</p> <ul style="list-style-type: none"> <li>• Application of CIL surcharges and late payment interest</li> <li>• Serving Warning Notices, CIL Stop Notices and withdrawal of a CIL Stop Notice and registering</li> <li>• Apply to court for an injunction</li> <li>• Enforcement of local land charges</li> <li>• Power to require information from any owner of a material interest in any relevant land</li> <li>• Authorising powers of entry</li> <li>• Issuing a reminder notice</li> <li>• Issuing applications for liability and charging orders to the Magistrates' Court (or appropriate court) and issuing associated notices</li> <li>• Seizing goods if debtor in pursuance of distress</li> <li>• Dealing with appeals in connections with distress</li> <li>• Issuing applications for the issue of warrant committing a debtor to prison with the Magistrates' Court</li> <li>• Making applications for charging orders</li> <li>• Pursuing CIL debts</li> </ul>	Place	Planning & Building Control Deputy Divisional Director (in DD absence)	Infrastructure Planning Manager	Infrastructure Planning Team Leader Manager (Growth)

Decision (Power)		Corporate Director	Divisional Director	Head of Service	Other (name post)
	<ul style="list-style-type: none"> <li>Power to require information from any owner of a material interest in any relevant land</li> <li>Prosecution of CIL offences</li> <li>Recovering CIL liable from executors or administrators</li> </ul>				
3(c)	Powers relating to Part 10 (Appeals) of The Community Infrastructure Levy Regulations 2010 (as amended) relating to: <ul style="list-style-type: none"> <li>Considering requests for reviews</li> <li>Dealing with all matters relating to appeals</li> </ul>	Place	Planning & Building Control Deputy <del>Divisional</del> Director ( <del>in</del> <del>DD</del> absence)	Infrastructure Planning*	<i>*(NOTE: Person reviewing must be more senior to the person making the original calculation and has had no previous involvement)</i>  Infrastructure Planning Manager (Growth) (for any CIL liable amount)
3(d)	Powers relating to Part 10A (Reporting) of The Community Infrastructure Levy Regulations 2010 (as amended) <ul style="list-style-type: none"> <li>Publication of Annual Infrastructure Funding Statement</li> <li>Publication of Annual CIL Rate Summary</li> </ul>	Place	Planning & Building Control Deputy Director	Infrastructure Planning	Infrastructure Planning Manager (Growth) Infrastructure Planning Manager (Programming)

(1) for approval of agreements to make payments in kind, administration and collection of payments in kind only