

Scheme of Delegations: Strategic Director Place, Prosperity and Sustainability February 2023

The Strategic Director Place, Prosperity and Sustainability 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 Strategic Director/Director he/she makes it clear in this sub-delegation scheme whether that Strategic Director/Director can sub-delegate those functions.

This scheme details the officers who can carry out each function on the Strategic Director's behalf, together with the details of any terms and conditions which the Strategic Director has imposed on that sub-delegation. **All officers are bound by the Finance, Procurement and Contract Governance Rules ([Part D of the Constitution](#)) and the Employee Code of Conduct (which can be found in [Part C of the Constitution](#)) and should consider these together with any other rules or requirements in relation to personal conflicts of interest which may apply to them when exercising authority delegated under this scheme.**

Even though the Strategic Director has sub-delegated the functions he/she remains accountable for all decisions taken in accordance with this scheme. 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:



Paul Kitson

Date: 17th February 2023



Group Delegations

The Strategic Director has chosen to delegate a number of functions to 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 officers have been given a title. The following table sets out the title of each group of officers and lists the officers within each group.

Group Title	Officers Included in Group Authorisation
Deputy for the Strategic Director	One of ten officers below will deputise for Strategic Director Place, Prosperity and Sustainability as nominated: Director Planning, Transport and Sustainability Director Property and Investment Assistant Director Development Assistant Director Planning Assistant Director Transport and Connectivity Assistant Director Route to Net Zero Carbon Assistant Director Investment and Valuation Assistant Director Housing Development Assistant Director Corporate Landlord Assistant Director Place, Strategy and Performance
Directors Place, Prosperity and Sustainability	Director Planning, Transport and Sustainability Director Property and Investment
Assistant Directors Place, Prosperity and Sustainability	Assistant Director Transport and Connectivity Assistant Director Route to Net Zero Carbon Assistant Director Development Assistant Director Planning Assistant Director Investment and Valuation Assistant Director Housing Development Assistant Director Corporate Landlord Assistant Director Place, Strategy and Performance

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Group Title	Officers Included in Group Authorisation	
Heads of Service Place, Prosperity and Sustainability (£200,000)	Head of Transport Projects Head of Major Transport Projects Head of Transport Planning & Network Strategy Head of Clean Air Zone Head of Transport Development & Information Head of HS2 Head of Project Delivery Head of Housing Development Head of Property Valuation & Sales Head of Investment Property Management Head of Operational Property Management	
Heads of Service Place, Prosperity and Sustainability (£100,000)	Housing Development Managers Head of City Centre & Design Head of Enterprise Zone and Curzon Development Head of East Birmingham Development	Head of Development Policy Head of Business and Innovation Head of European Affairs Property Strategy Delivery Manager

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Group Title	Officers Included in Group Authorisation
Managers Place, Prosperity and Sustainability (£50,000)	<div> Development Planning Managers Area Planning Managers City Design Manager Householder Manager Head of Enforcement & Planning Technician Planning Management Specialist Langley & Peddimore Planning Management Specialist HS2 Curzon Development Manager Enterprise Zone Programme Manager East Birmingham Programme Manager East Birmingham Development Manager Project Manager Athletes Village Portfolio Manager Route to Net Zero Carbon Major Project Development Control Specialist Property & Technical Development Manager Security Services Manager Valuations & Acquisitions Manager Property Sales Manager Investment Estate Manager Tenant Manager Property Asset Management & Income Manager Strategic Investment Property Manager Property Development Manager Development Delivery Manager Projects Links Manager </div> <div> Planning Policy Manager Specialist Energy Manager Capital Investment Officers Business and Innovation Manager European Funding Manager European Affairs Manager Development Control Manager Transport Planning Managers Network Strategy Manager Transport Delivery Managers Transport Delivery Specialists Project Delivery & Resource Manager Project Delivery Managers Travel Demand Managers Clean Air Zone Operations Manager Policy Manager (Air Quality) </div>

	Delegation to Strategic Director
Part E 3.2 (i)	<p>To make decisions and approve expenditure relating to the functions of the Directorate providing:</p> <ul style="list-style-type: none"> • that the sum expended is within the approved budget for the Directorate and/or relevant portfolio, and • the amount in relation to any single matter equal or exceed £200,000 or in the case of procurement, the Procurement Threshold (£177,897 as at January 2022) ; • that the requirements of the Financial Approval Framework in the Financial Regulations (Part D of the Constitution) and other requirements in the Constitution are complied with. <p>Where the amount in relation to any single matter is at or above £200,000 and below £500,000 (revenue) or £1m (capital) then the decision will be made by the Cabinet Member(s) (based on a written report from the Chief Officer).</p> <p>Each Strategic Director must ensure that they and their relevant staff follow the Financial Rules (Part D of the Constitution) and the Financial Management Tool to ensure that their services are administered in line with procedure.</p>

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	Delegation to Strategic Director	
	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
	<p>Subject to there being an approved budget, and in accordance with Part D: Financial, Procurement and Contract Governance Rules* (and any other requirements), make purchases of goods and services (excluding consultancy services costing greater than £25,000) as shown.</p> <p>Note 1: virements of revenue budgets between directorates and between capital schemes can only be undertaken by the Strategic Director of Council Management or delegates.</p> <p>Note 2: all grant applications must be approved by the Strategic Director of Council Management and City Solicitor (Officer or delegates).*</p> <p>* See in particular Appendix B: Financial Approval Framework</p>	<p>Up to £10m subject to Procurement and Contract Governance Rules Strategic Director Place, Prosperity and Sustainability</p> <p>Up to £200,000 Director Planning, Transport and Sustainability Director Property and Investment Assistant Directors Place, Prosperity and Sustainability Heads of Service Place, Prosperity and Sustainability (£200,00)</p> <p>Up to £100,000 Heads of Service Place, Prosperity and Sustainability (£100,000)</p> <p>Up to £50,000 Managers Place, Prosperity and Sustainability (£50,000)</p>
	Delegation to Strategic Director	
Part E 3.2 (ii)	<p>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.</p> <p>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).</p>	

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	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
1.	<p>Authority to fill vacancies in line with Contract of Employment (applicable to Grade)</p> <p>Note: the creation of new posts must be agreed corporately</p>	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct (Part C of the Constitution)</p> <p>For posts below Assistant Director: approval of business cases by managers and HR Business Manager for review of recommendations at Directorate Management Meeting (DLT)/or according to Directorate process.</p>
2.	Acting Up / Honoraria	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <p>For posts below Assistant Director: approval of business cases by managers and HR Business Manager for review of recommendations at Directorate Management Meeting (DLT)/or according to Directorate process.</p>
3.	The organisational structure, job duties, grade and deployment of posts and employees for the Directorate	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <ul style="list-style-type: none"> • Strategic Director • Director Planning, Transport and Sustainability • Director Property and Investment • Assistant Directors

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	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
4.	The operation of arrangements relating to hours of work, annual and other leave and time off for employees.	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <p>Procedures for local operation:</p> <ul style="list-style-type: none"> • Strategic Director • Director Planning, Transport and Sustainability • Director Property and Investment • Assistant Directors • Managers at GR7 – GR4
5.	<p>The operation of the Council's procedures relating to:</p> <ul style="list-style-type: none"> • Discipline; • Grievance; • Managing Capability; • Dignity at Work. 	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <ul style="list-style-type: none"> • Strategic Director • Director Planning, Transport and Sustainability • Director Property and Investment • Assistant Directors • Managers at GR7 – GR4 <p>Note: the Chair of a Disciplinary Hearing must have attended the Power to Dismiss Course</p>

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	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
6.	Operation of the Council's procedures in relation to redundancy, including consultation with trade unions	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <ul style="list-style-type: none"> • Strategic Director • Director Planning, Transport and Sustainability • Director Property and Investment • Assistant Directors
7.	The promotion, implementation and monitoring of the Council's Equal Opportunities in Employment policy.	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <ul style="list-style-type: none"> • Strategic Director • Director Planning, Transport and Sustainability • Director Property and Investment • Assistant Directors • Managers at GR7 – GR4
8.	Training and Development for the Directorate.	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <ul style="list-style-type: none"> • Strategic Director • Director Planning, Transport and Sustainability • Director Property and Investment • Assistant Directors • Managers at GR7 – GR4

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	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
9.	Ensuring the health, safety & welfare of employees	<p>In line with policy and procedures on the intranet, and with the Constitution in relation to Employee Code of Conduct</p> <ul style="list-style-type: none"> • Strategic Director • Director Planning, Transport and Sustainability • Director Property and Investment • Assistant Directors • Managers at GR7 – GR4
10.	Determining 'politically restricted' posts	Strategic Director with advice from Director Human Resources and City Solicitor (or delegates)
11.	Approval of cases of early retirement	Strategic Director under advice from the Strategic Director of Council Management and Director Human Resources (or delegates)
12.	Deal with compensation for loss of office	Strategic Director under advice from the Strategic Director of Council Management and Director Human Resources (or delegates)
13.	Make Compensation for diminution of Emoluments	Strategic Director only under advice of the Director Human Resources and City Solicitor (or delegates)

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	Delegation to Strategic Director,	
Part E 3.2 (iii)	To approve tender strategies and award contracts in accordance with the Procurement and Contract Governance Rules where the supplies, materials, or services to be purchased or the works to be executed are between the Procurement Threshold (£177,897 as at January 2022) and £10,000,000 in value, over the contract length.	
	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
1.	<p>To approve tender strategies and contracts in accordance with Part D Financial, Contract and Procurement Regulations (Procurement Government Arrangements).</p> <p>Submitting bids to external organisations in accordance with Part D Financial, Contract and Procurement Regulations</p> <p>To approve contract extensions where the option to extend exists in the original contract, in accordance with Part D Financial, Contract and Procurement Regulations</p> <p>To place orders and make grant awards to West Midlands Combined Authority for the purposes of joint policy, strategy or delivery activity relating to the Place, Prosperity and Sustainability function, in accordance with Part D Financial, Contract and Procurement Regulations</p>	<p>Up to £10m Strategic Director Place, Prosperity and Sustainability (full contract value not yearly value) <i>subject to Procurement Governance Arrangements</i></p> <p>Up to £177,897 Procurement Threshold. Director Planning, Transport and Sustainability Director Property and Investment Assistant Directors Place, Prosperity and Sustainability Heads of Service Place, Prosperity and Sustainability (£200,000)</p> <p>Up to £100,000 Heads of Service Place, Prosperity and Sustainability (£100,000)</p> <p>Up to £50,000 Managers Place, Prosperity and Sustainability (£50,000)</p>

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	Delegation to Strategic Director	
Part E 3.2 (iv)	Where no other viable alternative exists to approve contract extensions, where no extension option in the contract exists, in accordance with the Procurement Governance Arrangements where the supplies, materials, or services to be purchased or the works to be executed do not exceed £500,000	
	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
1.	<p>Approval of Contract extensions as above in accordance with Part D Financial, Contract and Procurement Regulations</p> <p>Note: The report author (or team member) cannot approve their own report – this should be done by another officer with appropriate delegations</p>	<p>Strategic Director or deputising officer</p> <p>in conjunction with the City Solicitor and Monitoring Officer and Strategic Director of Council Management (or their delegates)</p>

	Delegation to Strategic Director	
Part E 3.2 (v)	To write off any individual debts of income (including any associated court costs and bailiffs fees) within their service directorate responsibility, and after consultation with the Strategic Director of Council Management, up to the sum of £25,000 per individual or organisation, which in the opinion of the Director is considered to be uneconomical to collect or is irrecoverable. <i>All individual debts above this amount can only be written off by the Strategic Director of Council Management.</i>	
	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
1.	Write-off debts up to £25,000 for each debtor.	Strategic Director (or deputising officer)

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	Delegation to Strategic Director	
Part E 3.2 (vi)	The Chief Executive and Chief Officers have delegated authority to approve and make payments in connection with the duties of the council where it holds monies in the capacity of an “Accountable Body”. In all such cases where the Council is the 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.	
	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
1.	To approve and make payments in connection with the duties of the council where it holds monies in the capacity of an “Accountable Body” as above and in accordance with Part D Financial, Contract and Procurement Regulations	Strategic Director Place, Prosperity and Sustainability Up to £200,000 Director Planning, Transport and Sustainability Director Property and Investment Assistant Directors Place, Prosperity and Sustainability Heads of Service Place, Prosperity and Sustainability (£200,000)

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	Delegation to Chief Executive and Strategic Director Place, Prosperity and Sustainability
Part E 3.2 (x)	<p>The Chief Executive and the Strategic Director Place, Prosperity and Sustainability have the following additional powers to make decisions in relation to:</p> <ul style="list-style-type: none"> • The acquisition and disposal of leasehold interests for rent (including the granting and surrendering of any rights over such land and property) provided that any rental does not exceed £200,000 p.a.; • The acquisition and disposal of freehold and leasehold interests at a premium, provided that the premium does not exceed £1,000,000; • The management of all of the Council's land and properties, including the authorising and payment of discretionary contributions towards trade/loss and or removal expenses and all payments due under an approved Compulsory Purchase Order, provided that the cost does not exceed £200,000; • Save that land and property held by the Council as Trustee shall be the responsibility of the Trusts and Charities Committee

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	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
1.	As above	<p>Up to £200,000 for capital transactions (above this and below £1m will be in conjunction with the relevant Cabinet Member. For freehold and leasehold transactions, the limit is £1m for premiums on sales):</p> <p>The primary authority for these decisions is the Strategic Director Place, Prosperity and Sustainability, Director Property and Investment and Assistant Director Investment and Valuation, Assistant Director Corporate Landlord and Property and Investment Heads of Service.</p> <p>Up to £200,000 in relation to property transactions (subject to prior valuation advice being obtained from the relevant Strategic Director: Directors, Assistant Directors Place, Prosperity and Sustainability, and Property and Investment: Heads of Service Place, Prosperity and Sustainability (£200,000)</p> <p>Up to £100,000 (subject to prior valuation advice being obtained from the relevant Strategic Director: Heads of Service Place, Prosperity and Sustainability (£100,000)</p> <p>Up to £50,000 appropriate Prosperity and Investment Managers</p>

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	Delegation to Strategic Director Place, Prosperity and Sustainability, Strategic Director of Council Management and City Solicitor	
Part E 3.2 (xii)	<p>The Leader and Cabinet Member, Finance and Resources, jointly with the Strategic Director Place, Prosperity and Sustainability, Strategic Director of Council Management and the City Solicitor (or their delegates as set out in the Scheme of Sub-Delegations) have the following additional powers to make decisions in relation to the approval of acquisitions to, and disposals from, the Investment Property portfolio up to a limit of £25m in any one transaction.</p> <p>These decisions will take the form of Cabinet Member decisions based on written reports from Chief Officers and as such are subject to the provisions in Part B6.5 of the Constitution</p>	
	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
2.	As above	Strategic Director Place, Prosperity and Sustainability , Strategic Director of Council Management and the City Solicitor (or deputising officers)

	Delegation to Chief Officers and Statutory Officers	
Part E 3.3	<p>(i) Chief Officers and Statutory Officers (or deputizing officers) are empowered to authorise all necessary actions in relation to disasters and emergencies as designated under the Council's Emergency Plan when activated; or under Business Continuity Plans in the event of a business continuity disruption.</p> <p>(II) In the event of the Emergency Plan being activated, and following action taken, the Chief Officer must notify the Strategic Director of Council Management in writing, of the circumstances and estimated financial impact and report formally to the relevant Cabinet Member or, for non-executive matters, to the next available meeting of the relevant committee.</p> <p>(iii) The principals of decision-making set out in Part B3.2 will apply.</p>	
	Sub-Delegations	Sub Delegation to Officers within Place, Prosperity and Sustainability Directorate
1.	As above	Strategic Director or deputising officer

Scheme of Delegations: Functions

Subject to compliance with all relevant legislative requirements, statutory guidance and the City Council's Constitutional arrangements (including Standing Orders relating to Contracts and any provisions of the Council's Financial Regulations and corporate accounting procedures, the Council's Gateway process and, where appropriate, prior consultation with relevant Cabinet Member(s) and budgets being available), be responsible for the powers, functions and duties of the City Council delegated to him / her in the following areas

FUNCTION		JOB TITLE
1.	Manage the Council's: international and domestic inward investment function including Tourism and the visitor economy functions, Planning function, Property and Investment function, Corporate Landlord function, Development function, Housing Development function, Transport and Connectivity function including management of air quality function, Route to Zero Carbon function, Infrastructure Delivery function, and the Council's Design Construction and Facilities Management and Building Consultancy functions	
2.	Acquire, dispose, appropriate, postpone, mortgage, charge, transfer and grant / surrender easements or other rights of any land/property subject to prior valuation advice being obtained from the relevant Strategic Director(s);	
3.	Without prejudice to the sub-delegations set out below to Instruct the City Solicitor to: <ul style="list-style-type: none"> • commence or defend any legal proceedings brought by, against or for the Council; • consider offers to settle proceedings; and • conclude, sign, make, vary or seal any legal documents on behalf of the Council 	

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FUNCTION		JOB TITLE
4.	<p>Prepare (in conjunction with the City Solicitor) relevant contract documents, serve any statutory notice, direction or order, invite and accept tenders, appoint successful tenderers, deliver appropriate services to service users, submit tenders, present reports to courts and attributions tribunals where required and comply with any relevant court orders; with the exception of:-</p> <ul style="list-style-type: none"> • The issue of a stop notice (other than a temporary stop notice); and • An application for an injunction. 	
5.	Approve and accept quotations and tenders for works/schemes included in a revenue and capital programme approved by the Cabinet or relevant Cabinet Member, in accordance with Standing Orders of the Council relating to contracts and the Gateway Process	
6.	Settle and determine any compensation or other claims up to limits set out and in accordance with the Financial Regulations and corporate accounting procedures;	
7.	After consultation with the Strategic Director of Council Management and the City Solicitor and Monitoring Officer, withhold any grant payment or waive or amend the terms of any grant that has been approved; and	
8.	the specific delegations (appearing below) in relation to the functions mentioned in (1) above;	
	Planning & Development Matters	Items 9-18 as required

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9.	<p>Deal with, make, issue, review, approve, grant, allocate, refuse and decline applications, notifications and certificates in relation to the Council's planning and development function, EXCEPT applications or notifications:</p> <p>9a) That any member of the Council requests be determined by the Planning Committee (such request to be made by email to the Director Planning, Transport and Sustainability specifying the planning grounds on which the request is made and received by the Director Planning, Transport and Sustainability within the specified consultation period for the application or notification) with the agreement of the Director Planning, Transport and Sustainability in consultation with the Chair of the Planning Committee.</p> <p>Note: The referral process does not apply to applications for Lawful Development Certificates or Lawful Use Certificates as they involve a legal determination based on the evidence submitted.</p> <p>9b) Where there is substantial local public opposition to the officer's recommendation. 'Substantial' shall be considered as 20 or more representations against the recommendation or where a valid petition of more than 20 signatories has been submitted in accordance with the Council's Rules</p> <p>9c) Where a member of the Council or an officer in the Planning Service has an interest in the property or land which is the subject of the application or notification, save for applications for householder developments where:</p> <ul style="list-style-type: none"> All other criteria within the Scheme of Delegation are met 	<p>Director Planning, Transport and Sustainability Assistant Director Development Assistant Director Planning Head of City Centre & Design Head of Enterprise Zone & Curzon Development Development Planning Managers Head of City Centre & Design City Design Manager Planning Management Specialist HS2 Householder Manager Head of Enforcement & Planning Technician Planning Management Specialist Langley & Peddimore Curzon Development Manager Enterprise Zone Programme Manager Head of East Birmingham Development East Birmingham Programme Manager East Birmingham Development Manager Head of Development Policy Head of Business and Innovation Head of European Affairs Project Manager Athletes Village Planning Policy Manager Specialist Energy Manager Area Planning Managers Development Planning Manager Capital Investment Officer</p>
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	<ul style="list-style-type: none"> • There are no public or consultee representations received contrary to the officer's recommendation. • The applicant is not a planning officer a Director, an Assistant Director in Place, Prosperity and Sustainability Directorate, or a member of the Planning Committee or Cabinet. <p>Note: This does not include applications where the applicant is a relative of an officer or member but no member or officer has an interest in the land.</p> <p>9d) Where there is significant objection from a statutory consultee and the decision is to approve; unless the objection has been specifically addressed by a condition or where other matters are considered to over-ride the objection in the planning balance.</p> <p>9e) Where it is proposed to approve the application or notification and the proposed development involves a significant breach of planning guidelines or Development Plan policy which would be required to be notified to the DCLG if the Committee were minded to approve the application.</p> <p>9f) Any application at the discretion of the Director Planning, Transport & Sustainability and/or the Assistant Director Planning</p> <p>9g) which relate to Major developments where the officer's recommendation is to approve comprising:</p> <ol style="list-style-type: none"> i. 40 or more dwellings ii. Any other development with floor space of 5000 square metres or more. iii. Outline applications where the site area is 1 hectare or more, 	<p>Business and Innovation Manager European Funding Manager European Affairs Manager Principal Planning Officers for all 'other' category planning applications, discharge/ variation of condition and prior approvals, only up to 200sqm for change of use and minor retail proposals plus any additional categories of application as authorised by the Area Planning Managers. Senior Planning Officers for Prior Approvals and Lawful Development Certificates, as authorised by the Area Planning Managers. Principal Enforcement Officer (Enforcement matters only)</p>
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	<p>EXCEPT for:</p> <ul style="list-style-type: none"> • a variation or removal of condition, • the renewal of an extant permission • a minor material amendment, where the change is not substantial, and no significant objections have been received. • reserved matters applications where the layout is policy compliant, no significant objections from consultees and the number of 3rd party objections is not substantial. <p>9h) Relating to Grade I and Grade II* Listed Buildings, other than minor works (including those applications or notifications relating to Grade II Listed Buildings where objection has been made through the Conservation Area Advisory process, and those applications where the relevant Secretary of State has decided to amend or alter the decision of the Planning Committee).</p> <p>9i) Relating to major mineral workings</p> <p>9j) The approval of Telecoms development involving the erection or installation of new masts where there is no ICNIRP Certificate issued (proposals for additional antennae or dishes or existing telecom structures falls within the scheme for delegation)</p> <p>9k Any application where the Council has a land interest, save for:</p> <ol style="list-style-type: none"> BMHT applications that comply with category 9(g) applications for minor developments where: <ul style="list-style-type: none"> • All other criteria within the scheme of delegation are met • There are no public or consultee representations received contrary to the officer's recommendation. Applications for minor developments within schools or other 	
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FUNCTION		JOB TITLE
	<p>education establishments where:</p> <ul style="list-style-type: none"> • All other criteria within the scheme of delegation are met • There are no significant objections from consultees and the number of 3rd party objections is not substantial. <p>9l) requiring authorisation to enter into a S106 planning obligation (or accept a Unilateral Undertakings) except:</p> <ul style="list-style-type: none"> • as a result of a section 73 application; • applications for up to 40 residential units which are either policy compliant or are justified by an independent viability assessment • renewal or resubmission of a planning application where the principle has been established by a previously approved application; and • where the proposed development is substantially the same as that previously considered and approved. • where an off-site bio-diversity net gain contribution is required. 	
10.	Deal with any applications for planning permission or other consents (including demolitions) under the Acts made pursuant to Regulation 3 or 4 of the Town and Country Planning (General Regulations) 1992 (i.e. City Council applications or notifications), except where there is any significant potential impact on the environment or to the amenities of nearby occupiers.	
11.	Authorise the making of Orders and to confirm such Orders except where there is substantial public opposition.	
12.	Determine all applications for the carrying out of works to protected trees	
13.	Issue a screening opinion to determine whether an Environmental Impact Assessment is required and to issue a scoping opinion;	

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FUNCTION		JOB TITLE
14.	Authorise individual named officers to exercise powers of entry;	
15.	Determine any applications where information requested has not been submitted within the specified timescale;	
16.	Determine to refuse all planning applications and other related consents where the Section 106 planning obligation has not been signed within the prescribed time and no extension of time has been agreed and;	
17.	Agree extensions of time for the completion of S106 Agreements and prepare Deeds of Variation to allow residual balances of up to £100,000 to be used in a manner to be agreed with the relevant spending department, and other Deeds of Variation where the value is similar or to increase the spend period for.106 sums, or following a section 73 application	
18.	The issue of notices and the taking of enforcement action in accordance with the Council's Planning Enforcement Policy, including instructing the City Solicitor to commence or defend any legal proceedings brought by or against the Council, including proceedings under the Town & Country Planning Act 1990, as well as instructing the City Solicitor to consider offers to settle proceedings and to conclude, sign, make, vary or seal any legal documents on behalf of the Council.	
	Transport and Connectivity Matters	
19.	Powers and obligations relating to operational and enforcement activities under the Highways Act 1980 including (but not exclusive to) obligations, duties and powers contained from Section 139 through to Section 185 and under the New Roads and Street Works Act 1990	

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FUNCTION		JOB TITLE
	19a) To take action to deal with dangerous trees (including authorising officers to enter relevant premises);	<i>For highway trees:</i> Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Development and Information
	19b) To deal with, apply review, approve, grant, allocate, refuse, transfer, manage and terminate licences in relation to the Council's highway function	Assistant Director Transport & Connectivity Head of Transport Planning & Network Strategy Head of Major Transport Projects Head of Transport Projects Head of Transport Development and Information
20.	To issue indemnities for the siting of passenger transport apparatus / equipment on the highway	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Development and Information
21.	To accept and approve the engineering details on schemes up to a value of the Chief Officer Limit. (Subject to the financial limits set out in 3.2 (i) and (ii) above	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
22.	To make a request and representations for a Traffic Regulation Condition on the grounds of suitability of stops, terminals and route, and on highway considerations;	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information

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FUNCTION		JOB TITLE
23.	To suspend parking places within the area covered by the City Council's various Controlled Parking Zone Orders in force at the time and as amended from time to time;	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
24.	To consider Traffic Regulation Order applications and to consider any objections thereto and, following consultation with the relevant Cabinet Member, to determine the Traffic Regulation Order applications in light of such objections	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
25.	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);	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
26.	Deal with, apply, review, approve, grant, allocate, refuse, transfer, manage (including to make, cancel issue and/or serve notices and lift restrictive covenants) and terminate tenancies/licences in relation to the Council's Transport and Connectivity function	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information

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FUNCTION		JOB TITLE
27.	Invite, accept and appoint consultants for a specified period for the development and execution of approved projects;	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Project Delivery Head of Clean Air Zone Head of Transport Development and Information Head of HS2
28.	Lodge objections and make representations on heavy goods vehicle operator licensing issues	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
29.	Issue responses to planning applications and development plan consultations received from neighbouring authorities where such responses are do not raise matters of strategic concern;	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
30.	Issue a response to Department for Transport and other transport planning bodies on transport policy development matters where such responses do not raise matters of strategic design;	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Transport Planning Managers Network Strategy Manager Head of Transport Development and Information

Scheme of Delegations: Strategic Director Place, Prosperity and Sustainability

FUNCTION		JOB TITLE
31.	Issue responses to planning applications and development plan consultations received from neighbouring authorities where such responses are of strategic concern, following consultation with the relevant Cabinet Member;	Assistant Director Transport & Connectivity
32.	Issue a response to Department for Transport and other transport planning bodies on transport policy development matters where such responses raise matters of strategic design, following consultation with the relevant Cabinet Member;	Assistant Director Transport & Connectivity
	32a) Agreements under Section 278 or Section 38 Highways Act 1980, or agreements between authorities and agreements for the creation of highways or new streets up to the Chief Officer limit	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
	32b) To approve all related payment certificates, variation orders, partial completion, practical completion, final completion certificates, time extension orders, and payments in respect of such transportation, highway and infrastructure works up to the Chief Officer limit	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Project Delivery Head of Transport Development and Information

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FUNCTION		JOB TITLE
	32c) Stopping up and/or diversion orders under the Town and Country Planning Act/Highways Act	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information Director Planning, Transport and Sustainability Assistant Director Planning Assistant Director Development Head of City Centre & Design Head of Enterprise Zone & Curzon Development Development Planning Managers Area Planning Managers City Design Manager Planning Management Specialist HS2 Householder Manager Head of Enforcement & Planning Technician Planning Management Specialist Langley & Peddimore
	32d) General powers of improvements to highways and Private Street Works matters under the Highways Act	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information
	32e) Issuing of Section 220 notices on development/building regulations notifications (Highways Act)	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information

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FUNCTION		JOB TITLE
	32f) Powers and duties relating to rights of way (including closures) under the Wildlife and Countryside Act, Highways Act, Town and Country Planning Act or Clean Neighbourhoods Act	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Network Strategy Manager Head of Transport Development and Information
	32g) Street naming and property numbering	Assistant Director Transport & Connectivity Head of Transport Development and Information Property & Technical Development Manager
	32h) Rights of entry	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information Network Strategy Manager
	32i) Traffic Regulation Orders pursuant to the Road Traffic Regulations Act 1984	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Network Strategy Manager Head of Transport Development and Information
33	Issue a screening opinion to determine whether a strategic Environmental Assessment is required and to undertake a scoping exercise subject to the Environmental Assessment of Plans and Programmes Regulations 2004;	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Project Delivery Head of Transport Development and Information

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FUNCTION		JOB TITLE
34	Approve schemes and execute transportation, highway and infrastructure related work under the Town and Country Planning Act 1990, Highways Act 1980, Road Traffic Act 1991, Traffic Management Act 2004 and other related legislation, directives, instructions and guidance and other highways matters including but not limited to:	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Head of Transport Development and Information Network Strategy Manager
35	Accept and approve the engineering details on schemes up to a value of the Chief Officer limit	Assistant Director Transport & Connectivity Head of Major Transport Projects Head of Transport Projects Head of Transport Planning & Network Strategy Network Strategy Manager Head of Transport Development and Information
36	Pursuant to the Public Health Act 1925, West Midlands County Council Act 1980 and other relevant legislation consider applications to name a street after a person no longer living and to consider any objections thereto and, following consultation with the relevant Cabinet Member, to determine the Street Naming applications in light of such objections	Assistant Director Transport & Connectivity Head of Transport Development and Information Property & Technical Development Manager

	Design Construction and Facilities Management Matters	
	Appoint term consultants and contractors, for a specified period, for the development and execution of approved design and/or maintenance projects/programmes and for the annual minor improvement and local safety programmes;	

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	Deal with relevant questions of design, project management, cost planning and routine property management (including power to repair, maintain and improve property and other works for which budgetary provision has been granted);	
	Make applications for planning permission;	
	Allocation construction projects to contractors/consultants, who have been appointed within a strategic partnering agreement, to develop design and/or target cost subject to any Cabinet or Joint Cabinet Member/Chief Officer approval of the final scheme, target cost and programme and the Council's Gateway process;	

	Building Consultancy Matters	
	Dealing with, making, issuing, reviewing, approving, granting, allocating, rejecting, inserting conditions and declining applications, notifications, notices and certificates in relation to the Council's building and consultancy functions including:	
	Accepting and rejecting notices, certificates and certificates of compliance from approved inspectors and public bodies under Section 47 to 54, Building Act 1984 and issuing safety certificates in accordance with Part III, Fire Safety and Safety of Places of Sport Act 1987;	
	Applying for planning permission and other related consents pursuant to Regulation 3 and 4 of the Town and Country Planning General Regulations 1992;+	
	In conjunction with LABC Services, the management, operation and administration of the company Local Authority Building Control Services (LABCAS) to deliver Project SLAM for the Ministry of Defence	
	Exercising powers of entry under the following Acts of Parliament and subordinate legislation:	
	Public Health Acts Amendment Act 1890;	

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	Safety of Sports Grounds Act 1975;	
	West Midlands County Council Act 1980;	
	Local Government (Miscellaneous Provisions) Act 1982;	
	Building Act 1984;	
	Fire Safety and Safety of Places of Sport Act 1987	
	Party Wall etc Act 1996; and	
	Regulatory Reform (Fire Safety) Order 2005	
	Exercising building and consultancy services functions under the following Acts of Parliament and subordinate legislation:	
	Public Health Acts Amendment Act 1890	
	Safety at Sports Grounds Act 1975	
	West Midlands County Council Act 1980	
	Local Government (Miscellaneous Provisions) Act 1982	
	Building Act 1984	
	Fire Safety and Safety of Places of Sports Act 1987	
	Party Wall etc Act 1996	
	Regulatory Reform (Fire Safety) Order 2005	
	Regulation 16 of the Building Regulations 2010 with regard to giving notices and requiring the laying open, cutting into and pulling down the building, works or fittings	