

## SUMMARY OF THE CHANGES MADE TO THE SCHEME OF DELEGATIONS

1. Changes have been made throughout the document to accommodate changes made to the organisation structure over the course of the Municipal Year 2018/19, including:
  - The appointment of the Chief Executive as the Council's Returning Officer and Electoral Registration Officer for Parliamentary elections, local elections and referendums
  - the deletion of the posts of Corporate Director Resources and Growth and Director of Law and Democratic Services
  - the introduction of the post of Chief Legal Officer
  - changes to line management responsibilities as a consequence of organisation structure changes
2. Changes have been made throughout the document to better reflect legislative changes (and/or where legislation is no longer applicable or relevant) and case law.
3. The following specific additions and/or changes have been made in relation to delegations of authority.

Subject/ Enabling Statute	Responsible Officer	Authority	Reason for adjustment to scheme
Elections	Chief Executive	To be (a) the Electoral Registration Officer for the Constituencies of North Swindon and South Swindon, and (b) the Returning Officer for the elections of Councillors of the Borough of Swindon and Councillors of Parish Councils within the Borough, and the conduct of other elections and referenda under relevant legislation	The Chief Executive was appointed as the Council's Returning Officer and Electoral Registration Officer for Parliamentary elections, local elections and referendums at the Council meeting on 8th November 2018.
Travellers and Gypsy Site Management –	DPH	To determine the action required to remove unauthorised campers	Transferred from Head of Housing

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Unauthorised encampments		within the Borough, and to give a Direction under Section 77 of the Criminal Justice and Public Order Act 1994, if appropriate, and if necessary, to request the Police to invoke their powers under the Criminal Justice and Public Order Act 1994.	
Community Protection Notices <i>Part 4 of the Anti-Social Behaviour, Crime and Policing Act 2014</i>	DPH	In consultation with the Chief Legal Officer, to serve Community Protection Notices in accordance with Part 4 of the Anti-Social Behaviour, Crime and Policing Act 2014 and in the event of a breach serve fixed penalty notices <i>(exercised concurrently with the Head of Planning, Regulatory Services and Heritage).</i>	Transferred from the Head of Housing for reasons of appropriate service provision
Housing Maintenance	Head of Housing	To deal with Housing maintenance matters arising from the day-to-day management of the Council's housing stock	This function has been transferred from the Head of Property Maintenance for reasons of appropriate service provision
Adaptation of Council houses for use by disabled persons	Head of Housing	To approve, within the estimated provision for this purpose, works of adaptation to Council houses for the use of the properties by disabled persons following the means testing of the tenant	This function has been transferred from the Head of Property Maintenance for reasons of appropriate service provision
Re-imbursement of tenants on the termination of a tenancy	Head of Housing	To agree the re-imbursement of tenants, on the termination of the tenancy of a Housing Revenue Account dwelling,	This function has been transferred from the Head of Property

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		in respect of central heating or garages provided by such tenants	Maintenance for reasons of appropriate service provision
Bus Services Transport Act 1985 (as amended in 2000 and 2008)	Head of Highways	To provide bus services if required	To confirm existing operational practice
Flood and Water Management Flood and Water Management Act 2010	Head of Highways	To fulfil the Council's functions as Lead Local flood authority.	To confirm existing operational practice
Performing Animals <i>Performing Animals (Regulation) Act 1925</i>	HPRSH	To register persons to exhibit or train performing animals and to enforce the provisions of the Act.	Deleted from scheme - No longer required under new legislative arrangements
Illegal importation of animals	HPRSH	To administer and enforce the provisions of the Order in respect of illegal importation, including commercial gain.	Deleted from scheme - No longer required under new legislative arrangements
Development Control, Environmental Protection, Land Charges, Licensing etc.	HPRSH	Various	New authorities have been introduced and existing authorities have been amended or deleted to better reflect current legislative arrangements and operational practice. These changes can be inspected in the "tracked changes" version of the

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			Schem of Delegations published on the website alongside the Council agenda.
Animal Welfare <i>Animal Welfare (Licensing of activities involving animals)(England) Regulations 2018</i>	HPRSH	To exercise the Council's functions in relation to the welfare, licensing and control of animals	To reflect changed legislative provision.
Children's Services	CDCS	To exercise the functions of the Borough Council specific to the provision of services for children with special education and disabilities.	To rationalize the Council's duties and responsibilities in respect of children with special education and disabilities.