

North Lanarkshire Council

Report

Council

Does this report require to be approved? Yes No

Ref Date 13/03/25

Scheme of Delegation to Officers

From Archie Aitken, Chief Officer (Legal and Democratic)

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Executive Summary

The purpose of this report is to seek approval of the amended Scheme of Delegation to Officers.

Recommendations

It is recommended

- (1) that the amended Scheme of Delegation to Officers, as attached at Appendix 1 to this report, be approved;
- (2) that it be noted that, should the job title of an officer change, the Chief Officer (Legal and Democratic) has delegated authority to update the Scheme of Delegation to Officers, and
- (3) that the roles within the Council and the designated officer as set out in Sections 2.9 and 2.10 of the report be approved.

The Plan for North Lanarkshire

Priority	Improve North Lanarkshire's resource base
Ambition statement	(23) Build a workforce for the future capable of delivering on our priorities and shared ambition
Programme of Work	Statutory / corporate / service requirement

1. Background

- 1.1 The Scheme of Delegation to Officers (hereafter referred to as "the Scheme") is a document which lists the powers and authority which the Council has agreed be granted to officers and details which officers have been granted such powers and authority.

- 1.2 The absence of an agreed Scheme would have the effect that the Council would need to undertake all the operational actions, as detailed in the Scheme, itself which would be virtually impossible to facilitate. Therefore, the Scheme is an essential governance document to enable the Council to carry out its operational duties, obligations and responsibilities.

2. Report

- 2.1 The Council agreed the current Scheme on 5 October 2023.
- 2.2 It is considered good practice to review the Scheme on an annual basis, and the latest review commenced in October 2024. As part of that review, all Chief Officers were given the opportunity to request additions to the Scheme, to remove delegations no longer required or to amend delegations. This included the list of respective officers to whom each delegated power was granted.
- 2.3 In addition, the Policy and Strategy Committee at its meeting on 26 September 2024 noted the update on the achievement of the financial savings that will be delivered for 2025/26 in respect of the Chief Officer review in relation to the Chief Executive's Service, as agreed as part of the 2024/25 budget setting process at the Council meeting on 15 February 2024.
- 2.4 As a result of the reduction from six to five Chief Officers in the Chief Executive's Service, the resultant impact on the remaining five Chief Officer portfolios is as noted below
- The Technology Solutions function of Business and Digital will transfer to Finance, with a change to the Chief Officer title to Finance and Technology. This includes corporate and schools' technical support and services, and technical field services.
- The Business Strategy function of Business and Digital will transfer to Strategic Communications and Engagement, with a change to the Chief Officer title to Strategy and Engagement.
- The Information Security function from Business and Digital will transfer to Legal and Democratic.
- The resultant changes to the Business and Digital delegations are set out in Appendix 2 to this report and are included in the updated Scheme.
- 2.5 The Scheme, as attached at Appendix 1 to this report, lists all delegations by theme, rather than by Service. Each theme has been given a section number and within each section, each specific delegation is given a unique number to aid reference and identification. An index has also been included for each theme for ease of use.
- 2.6 Where necessary, should a job title change but the delegation remains unchanged, the Chief Officer (Legal and Democratic) has delegated authority to update the Scheme.
- 2.7 It is recommended that Council approve the Scheme, as attached at Appendix 1 to this report.
- 2.8 There are a number of additions, alterations and deletions set out in Appendix 3 to this report.

Statutory Roles

2.9 There are currently a number of roles to which the required by law or best practices these are as follows:

- Head of Paid Service – Chief Executive
- Clerk to the Licensing Board – Chief Officer (Legal and Democratic)
- Monitoring Officer – Chief Officer (Legal and Democratic)
- Senior Information Risk Owner – Chief Officer (Legal and Democratic)
- Senior Responsible Officer, Regulation of Investigatory Powers (Scotland) Act 2000 (RIPSA) – Chief Officer (Legal and Democratic)
- Single Point of Contact for Serious Organised Crime and Counter Terrorism – Chief Officer (Legal and Democratic)
- Company Secretary to North Lanarkshire Properties LLP – Legal Manager
- Data Protection Officer – Principal Solicitor (Information Governance)
- Section 95 Officer – Chief Officer (Finance and Technology)
- Chief Social Work Officer – Chief Social Work Officer (Children, Families, Justice and Integrated Practice)
- Chief Planning Officer - Planning and Place Manager

2.10 Council is asked to approve the above designations.

3. Measures of success

3.1 To enable the Council to carry out its operational and statutory duties, obligations and responsibilities.

4. Supporting documentation

Appendix 1 – Proposed amended Scheme of Delegation to Officers.

Appendix 2 – Changes associated with the functions of Business and Digital.

Appendix 3 – A Summary of Additions, Alterations and Deletions to the Scheme



Archie Aitken
Chief Officer (Legal and Democratic)

5. Impacts

5.1 Public Sector Equality Duty and Fairer Scotland Duty Does the report contain information that has an impact as a result of the Public Sector Equality Duty and/or Fairer Scotland Duty? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please provide a brief summary of the impact? If Yes, has an assessment been carried out and published on the council's website? https://www.northlanarkshire.gov.uk/your-community/equalities/equality-and-fairer-scotland-duty-impact-assessments Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
5.2 Financial impact Does the report contain any financial impacts? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, have all relevant financial impacts been discussed and agreed with Finance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please provide a brief summary of the impact?
5.3 HR policy impact Does the report contain any HR policy or procedure impacts? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, have all relevant HR impacts been discussed and agreed with People Resources? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact? In accordance with legislation, any Officer listed as being provided with a delegation is, de facto, deemed to hold a politically restricted post.
5.4 Legal impact Does the report contain any legal impacts (such as general legal matters, statutory considerations (including employment law considerations), or new legislation)? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, have all relevant legal impacts been discussed and agreed with Legal and Democratic? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact? The Scheme details the authority granted to officers to allow the Council to fulfil its duties in respect of statutory obligations.
5.5 Data protection impact Does the report / project / practice contain or involve the processing of personal data? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, is the processing of this personal data likely to result in a high risk to the data subject? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, has a Data Protection Impact Assessment (DPIA) been carried out and e-mailed to dataprotection@northlan.gov.uk Yes <input type="checkbox"/> No <input type="checkbox"/>
5.6 Technology / Digital impact Does the report contain information that has an impact on either technology, digital transformation, service redesign / business change processes, data management, or connectivity / broadband / Wi-Fi? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

If Yes, please provide a brief summary of the impact?

Where the impact identifies a requirement for significant technology change, has an assessment been carried out (or is scheduled to be carried out) by the Enterprise Architecture Governance Group (EAGG)?

Yes No

5.7 Environmental / Carbon impact

Does the report / project / practice contain information that has an impact on any environmental or carbon matters?

Yes No

If Yes, please provide a brief summary of the impact?

5.8 Communications impact

Does the report contain any information that has an impact on the council's communications activities?

Yes No

If Yes, please provide a brief summary of the impact?

The updated Scheme will be placed on the Council website.

5.9 Risk impact

Is there a risk impact?

Yes No

If Yes, please provide a brief summary of the key risks and potential impacts, highlighting where the risk(s) are assessed and recorded (e.g. Corporate or Service or Project Risk Registers), and how they are managed?

If the Council does not have in place an agreed Scheme, then there is a risk that Services would not be able to carry out operational duties without requiring continued and ongoing authority from the Council, which would be difficult to achieve due to the volume of activity which requires to be undertaken.

5.10 Armed Forces Covenant Duty

Does the report require to take due regard of the Armed Forces Covenant Duty (i.e. does it relate to healthcare, housing, or education services for in-Service or ex-Service personnel, or their families, or widow(er)s)?

Yes No

If Yes, please provide a brief summary of the provision which has been made to ensure there has been appropriate consideration of the particular needs of the Armed Forces community to make sure that they do not face disadvantage compared to other citizens in the provision of public services.

5.11 Children's rights and wellbeing impact

Does the report contain any information regarding any council activity, service delivery, policy, or plan that has an impact on children and young people up to the age of 18, or on a specific group of these?

Yes No

If Yes, please provide a brief summary of the impact and the provision that has been made to ensure there has been appropriate consideration of the relevant Articles from the United Nations Convention on the Rights of the Child (UNCRC).

If Yes, has a Children's Rights and Wellbeing Impact Assessment (CRWIA) been carried out?

Yes No



Scheme of Delegation to Officers

Approved by Council: *

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General

The functions delegated to the Chief Executive and to the Depute Chief Executive are exercisable also by officers at the levels indicated in the right-hand margin opposite the particular function. In exercising any delegated function, the nominated officer will take account of any appropriate Council practice or procedure, of any managerial instruction given and of any other similar consideration.

Where the named Chief Officer is unavailable to undertake the respective delegation, All Chief Officers may do so, in so far as they have satisfied themselves that they have sufficient information on, and understanding of, the issues relating to the exercise of the delegation. Any statutory matters of a Legal, Financial and Social Work standing are excluded and the appropriate delegations may only be exercised by the specified officers.

Qualifications on Delegations

The Scheme of Delegations to Officers, is subject always to:-

1. the policies adopted by the Council from time to time;
2. appropriate provision for financial outlays having been made in the estimates for the current year;
3. the right of an officer to consult with the Chief Executive on any matter or to refer any matter to the appropriate Committee or Sub-Committee of the Council;
4. the obligation on the Chief Executive and on each Chief Officer to arrange consultations with individual local Members on matters which affect their areas in all cases in which the Council practice or procedures so require, and
5. the requirement that the Chief Executive and all Chief Officers observe the principles of corporate management.

Internal Audit

Internal Audit's purpose, authority and responsibility are formally laid out in the Internal Audit Charter which establishes Internal Audit's position within the Council, including the nature of the Chief Officer (Audit and Risk) functional reporting relationship with senior management and the Audit and Scrutiny Panel; authorises access to records, personnel and physical properties relative to the performance of audit engagements; and defines the scope of Internal Audit activities.

Although the Charter is discussed and agreed with senior management (including the Chief Executive), in line with good governance and professional best practice, final approval of the Internal Audit Charter resides with the Audit and Scrutiny Panel, acting as the Council's audit committee. The Internal Audit Charter is subject to periodic review and the current terms of reference under which Internal Audit operate were most recently approved by the Audit and Scrutiny Panel in September 2021.

No.	Delegation	Officers with Delegated Authority
1	<u>General Delegations</u>	
1.1	To exercise the powers of the Employer in respect of contracts in which the Council is Employer including, without prejudice to the foregoing generality, contracts under the Institution of Civil Engineers Conditions of Contract; NEC Engineering and Construction Conditions of Contract; conditions of contract; SBCC Standard Building Contract with Quantities for use in Scotland; SBCC Measured Term Contract for use in Scotland, and SBCC Minor Works Building Contract for use in Scotland.	Chief Executive Chief Officer (Legal and Democratic)
1.2	Following appropriate consultation (as required), to authorise changes (increases and reductions) in the establishment, up to and including Chief Officer level, subject to appropriate guidelines and with the assurance of the Service that the cost of any employment decisions can be met from within the approved budget of that Service for posts up to including NLC18 and following approval from the Workforce Steering Group.	Chief Executive Depute Chief Executive All Chief Officers
1.3	To authorise and determine applications for early retirement and voluntary severance in accordance with approved procedure and Council policy.	Chief Executive Depute Chief Executive Chief Officer (Legal and Democratic) Chief Officer (Finance and Technology)
1.4	The Chief Executive and any Chief Officer shall be permitted to engage students of relevant disciplines for employment during the summer vacation period subject to the number of students involved in each instance being agreed with the Chief Officer (People Resources).	Chief Executive Depute Chief Executive All Chief Officers

No.	Delegation	Officers with Delegated Authority
1.5	The Chief Executive and each Chief Officer is authorised to authorise the attendance of employees at courses or seminars within the United Kingdom subject to adequate financial provision existing within the Service budget and to a cost limit per event of £1,500 in respect of each such employee.	Chief Executive Depute Chief Executive All Chief Officers
1.6	The Chief Executive and each Chief Officer, subject to the application of particular policies and procedures as agreed by the Council from time to time, is authorised to take all necessary action in connection with the management of his/her Service including the employment of staff up to Chief Officer grade within the establishment, authorisation of overtime, authorisation of leave, implementation of disciplinary procedures and procedures for settling grievances and, in consultation as appropriate with the Chief Officer of People Resources, to apply the Approved Scheme for staff entitled to receive acting up payments and exercise the discretions available for the purposes of administration of that scheme, all subject to, in addition to the policies of the Council, the appropriate conditions of service whether national or as applied locally.	Chief Executive Depute Chief Executive All Chief Officers
1.7	The Chief Executive and each Chief Officer is authorised to sign and to issue the necessary authorisation to officers of the Council to exercise statutory powers in connection with the discharge of their duties including, where appropriate, the right to enter land and premises and to sign and issue notices).	Chief Executive Depute Chief Executive All Chief Officers
1.8	The Chief Executive and each Chief Officer is authorised to grant use of Council accommodation allocated to or under the control of his/her Service to outside bodies for the purpose of holding meetings and functions etc subject to the Council's policies and procedures as may be updated from time to time.	Chief Executive Depute Chief Executive All Chief Officers
1.9	The Chief Executive and each Chief Officer is authorised, after consultation with the Chief Officer (Legal and Democratic), to authorise and make an <i>ex gratia</i> payment not exceeding £10,000 in any one case in any instance in which, following a complaint to the Scottish Public Services Ombudsman, it is considered that the service provided by the Council to the person who has made representations to the Ombudsman is below an acceptable standard and that it is appropriate to make such a payment.	Chief Executive Depute Chief Executive All Chief Officers
1.10	To respond to enquiries or consultations made or undertaken by a Government Department, by the Convention of Scottish Local Authorities, by another local authority or by another body where views are sought on behalf of the Council and where the timescale for response does not appropriately allow for consideration at Committee level, subject to subsequent reporting to the appropriate Committee.	Chief Executive Depute Chief Executive All Chief Officers
1.11	To respond to enquiries or consultations made or undertaken by a Government Department, by the Convention of Scottish Local Authorities, by another local authority or by another body where views are sought on behalf of the Council and where the timescale for response does not appropriately allow for consideration at Committee level, subject to subsequent reporting to the appropriate Committees.	Chief Executive Depute Chief Executive All Chief Officers
1.12	To give a direction in special circumstances that any officer shall not exercise a delegated power.	Chief Executive
1.13	In the absence of the Chief Executive to act as Proper Officer for the statutory purposes for which the Council designates the Chief Executive as Proper Officer.	Chief Officer (Legal and Democratic)

No.	Delegation	Officers with Delegated Authority
2	<p style="text-align: center;"><u>Award of Grants</u> (including Trust Schemes and the Local Development Fund) and (excluding grants associated with Education)</p>	
2.1	To approve grants to voluntary organisations of up to £5,000 provided that the application is not in excess of £5,000 (excluding any grants made under and in terms of Section 10 of the Social Work (Scotland) Act 1968 (so far as it is exercisable in relation to another integration function).	Chief Executive Depute Chief Executive Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Planning Performance and Quality Assurance) Chief Officer (Adult Social Work Services) Chief Officer (Strategy and Engagement) Area Community Partnership Managers
2.2	To make grants up to a maximum of £5,000 to local voluntary groups, youth clubs, community groups, organisations providing a direct service to the community.	Depute Chief Executive Chief Officer (Strategy and Engagement) Area Community Partnership Managers
2.3	To make grants in case of urgency to voluntary organisations and other relevant bodies to a financial limit of £30,000 in any one case subject to a subsequent report to the appropriate Committee and, in the case of grants from Scottish Government funding, prior consultation with the appropriate North Lanarkshire Partnership Board.	Chief Executive
2.4	To determine and make payment of grants and loans to individuals or community and voluntary organisations, up to a maximum limit of £50,000, as determined by the operating guidelines of the respective programme.	Chief Executive
2.5	To approve grant funding to tenants groups and the North Lanarkshire Federation of Tenants and Residents Associations, to support the delivery of the Council's Tenant Participation Strategy, subject to available funding.	Depute Chief Executive Chief Officer (Housing) Housing Solutions Manager Housing Strategy Manager
2.6	To deal with all applications for Crisis Grants and Community Care Grants under the Scottish Welfare Fund in terms of appropriate legislative provisions and in accordance with Council policy.	Depute Chief Executive Chief Officer (Finance and Technology)
2.7	To receive and determine applications for disbursement of funds in accordance with the provisions of trust schemes vested in the Council and any endowments administered by those trusts.	Depute Chief Executive Chief Officer (Strategy and Engagement)
2.8	Authority to make awards from the Local Development Fund for community infrastructure projects up to value of £10,000.	Depute Chief Executive Chief Officer (Strategy and Engagement) Area Community Partnership Managers

<u>No.</u>	Delegation	Officers with Delegated Authority
2.9	To authorise payment, up to a maximum of £1,000, toward the cost of arranging or assisting in arranging holidays or other temporary absences from North Lanarkshire of any child looked after by the Council.	Chief Social Work Officer (Children, Families Justice and Integrated Practice) (Senior Education and Family Managers (Social Work) Education and Family Managers (Social Work)
2.10	After consultation with the local Members, to make grants to householders for the purpose of making good fabric and decoration (excluding curtains) in houses affected by the Council under the Noise Insulation (Scotland) Regulations 1975 at the rates and on the conditions which may be prescribed from time to time by the Council.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service City Deal Manager
3	<u>Best Value, Corporate Governance and Good Governance</u>	
3.1	<p>Local Authority Accounts (Scotland) Regulations 2014:</p> <ul style="list-style-type: none"> • In respect of Regulation 5(2) - to conduct a review at least once in each financial year of the effectiveness of its system of internal control. • In respect of Regulation 5(3) - the findings from the review at 5(2) “must be considered at a meeting either of the local authority or of a committee of the local authority whose remit includes audit or governance functions”. • In respect of Regulation 5(4) - a local authority in Scotland the statement is an annual governance statement • In respect of Regulation 5(5) - annual governance statement must be signed by the Chief Executive and Leader of the Council. 	Chief Officer (Strategy and Engagement) Business Strategy Manager Strategy and Performance Manager
3.2	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973 Section 14 - Best Value and Accountability - Secure continuous improvement in performance whilst maintaining balance between quality and cost.</p>	Chief Officer (Strategy and Engagement) Business Strategy Manager Strategy and Performance Manager

No.	Delegation	Officers with Delegated Authority
4	<u>Building Standards</u>	
4.1	<p>In respect of the Building (Scotland) Act 2003, the Building Standards (Scotland) Regulations 2004 and the Building Procedural (Scotland) Regulations 2004</p> <ul style="list-style-type: none"> • to determine all applications for building warrant • to refer matters of doubt to the Scottish Ministers in accordance with Section 12 of the Building (Scotland) Act 2003 • to issue Statutory Notices of intention and orders in respect of Section 28, 29 and 30 of the Building (Scotland) Act 2003 (excluding instances where appeals to the Sheriff have been intimated or application to which objections have been made) • in emergency situations, to exercise the powers under Section 29 of the Building (Scotland) Act 2003, relative to dangerous buildings to instruct execution of works which are urgently required for the prevention of damage to life or property but subject to a financial limit of £100,000 in any one case, and subject also to advising the Committee as soon as possible thereafter. 	<p>Depute Chief Executive Chief Officer (Community Operations) Built Environment Manager Building Standards Manager (Operations) Building Standards Manager (Compliance) Private Sector Enforcement Manager Senior Building Standards Coordinator (Compliance) Senior Building Standards Surveyors Building Standards Surveyor</p>
4.2	<p>In respect of The Building (Scotland) Act 2003 and The Energy Performance of Buildings (Scotland) Regulations 2008 to, to exercise enforcement powers relative to Directive 2010/31EU on Energy Performance of Buildings.</p>	<p>Depute Chief Executive Chief Officer (Community Operations) Built Environment Manager Building Standards Manager (Operations) Building Standards Manager (Compliance) Private Sector Enforcement Manager Senior Building Standards Coordinator (Compliance) Senior Building Standards Surveyors Building Standards Surveyor Building Standards Officers</p>
5	<u>Burial and Cremation</u>	
5.1	<p>To discharge the council's obligations and duties in respect of the Burial and Cremation (Scotland) Act 2016.</p>	<p>Depute Chief Executive Chief Officer (Community Operations) Business Manager (Greenspace and Country Parks)</p>

No.	Delegation	Officers with Delegated Authority
5.2	To discharge the statutory local authority duties in respect of Section 87 of the Burial and Cremation (Scotland) Act 2016 (Public Burial or Cremation when no arrangements have been made by the deceased or their next of kin).	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager
6	<u>Business</u>	
6.1	To consider and where appropriate approve loan applications from Business Loans Scotland.	Chief Officer (Place) Enterprise Manager Enterprise Development Manager
6.2	To determine and make payment of grants and loans (with the exception of loans granted through Business Loans Scotland) to businesses, individuals or community and voluntary organisations as determined by the operating criteria and guidelines of the respective programme.	Depute Chief Executive Chief Officer (Place) Enterprise Manager Enterprise Development Manager
6.3	To appoint consultants to deliver services through the Lanarkshire Business Gateway Expert Help Service Framework.	Chief Officer (Place) Enterprise Manager Enterprise Development Manager Enterprise Development Officer
6.4	To deliver Lanarkshire Business Gateway Services in accordance with the Business Gateway National Service Specification and associated Programme Rules.	Chief Officer (Place) Enterprise Manager Enterprise Development Manager Enterprise Development Officer (Business Gateway)
7	<u>Byelaws</u>	
7.1	<p>To act as Proper Officer for the following statutory requirements indicated Local Government (Scotland) Act 1973:-</p> <ul style="list-style-type: none"> • Section 197 – Inspection and deposit of documents • Section 202 – Authentication of Byelaws and delivery of copies to other relevant authorities • Section 202B – Certification of entry in Register of Byelaws • Section 204 – Certificate as evidence of Byelaws 	Chief Executive Chief Officer (Legal and Democratic)

No.	Delegation	Officers with Delegated Authority
7.2	To act as Proper Officer for the following statutory requirements indicated. National Parks (Scotland) Act 2000 Schedule 2 - Service of byelaws	Chief Executive Chief Officer (Legal and Democratic)
8	<u>Child Protection</u>	
8.1	To determine the suitability of applications for posts with access to children and other vulnerable people in the light of disclosure information and child protection legislation.	Depute Chief Executive Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Education - North) Chief Officer (Education – South) All Education and Families Managers Community Learning and Inclusion Manager Principal Psychologist
9	<u>Children and Young People</u> (excluding education and social work matters)	
9.1	To issue licences in terms of the Children (Performances) Regulations 1968 and to issue employment permits in terms of the Children and Young Persons (Scotland) Act 1937 and subsequent byelaws.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager
9.2	To carry out the functions of the Council in regard to children and young people in terms of the Regulation of Care (Scotland) Act 2001 and the National Childcare Standards.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager Principal Psychologist Heads of Establishment
9.3	To make additional appropriate provision for school pupils who are looked after and accommodated to support their educational progress.	Depute Chief Executive Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Education - North)

No.	Delegation	Officers with Delegated Authority
		Chief Officer (Education – South Education and Families Manager Principal Psychologist
10	<u>Civic Hospitality</u>	
10.1	Following consultation with the Provost or Depute Provost of the Council, to deal with requests for civic hospitality to official delegations, groups of visitors or others, and to deal with applications for the patronage of the Council or the use of the Council’s Coat of Arms.	Chief Executive Chief Officer (Legal and Democratic)
11	<u>Civic Licensing</u> (incl. Taxi, Cinema, Theatre Licensing and Public Processions)	
11.1	To act as Proper Officer for the following statutory requirements indicated. Civic Government (Scotland) Act 1982 <ul style="list-style-type: none"> • Section 112 – Execution of management rules • Section 113 – Evidence by certificate of management rules Schedule 1 paragraph 14; Schedule 2 paragraph 10; and Schedule 2 paragraph 17 Certification of documents.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
11.2	Authority is granted to act as and to appoint authorised officers for the purposes of Sections 5 and 11 of the Civic Government (Scotland) Act 1982 to enter into and inspect any premises, vehicle or vessel used or to be used for any activity for which a licence is in force or has been applied for under the 1982 Act and to inspect any equipment or plant, apparatus or stock-in-trade which is or is to be kept or used in connection with any such activity and to require production of and to inspect any records or other documents required to be kept under the Act.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.3	To grant applications for licences and for the renewal of licences under Sections 10, 13, 24, 27A, 28, 32, 39, 40, 41, 41A, 42 and 43 of the Civic Government (Scotland) Act 1982 in respect of taxi and private hire operators and drivers, second hand dealers, knife dealers, metal dealers, itinerant metal dealer, street traders, market operators, public entertainment, indoor sports entertainment, late hours caterers and window cleaners where no objection or adverse comment has been made following consultations.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.4	To make arrangements to invite an applicant for a licence or for renewal of a licence under the Civic Government (Scotland) Act 1982 and, as the case may be, any person making an objection or representation	Chief Executive Chief Officer (Legal and Democratic)

No.	Delegation	Officers with Delegated Authority
	in respect of such an application to appear before the appropriate Committee or Sub-Committee of the Council in terms of paragraph 4 of Schedule 1 to the Act.	Principal Solicitor (People) Legal Manager
11.5	To grant applications for permission for public charitable collections in terms of Section 119 of the Civic Government (Scotland) Act 1982.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.6	To grant applications under the Civic Government (Scotland) Act 1982 (Licensing of Booking Offices) Order 2009 in circumstances in which, following consultation, no objection or adverse comment has been made.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.7	To grant applications for licences and for the renewal of licences under the Cinemas Act 1985 regarding the use of premises for a film exhibition following consultation with the Chief Constable and Fire Authority.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.8	To grant applications for licences and for renewal of licences under the Theatres Act 1968 regarding the use of premises for the public performance of plays following consultation with the Chief Constable and Fire Authority.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.9	On receipt of a serious complaint requiring prompt and effective action, to suspend a licence in terms of paragraph 12 of the First Schedule to the Civic Government (Scotland) Act 1982 and to make arrangements to cite the licence holder to attend a meeting of the Regulatory Committee for consideration of the matter in terms of paragraph 11 of that Schedule.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
11.10	To authorise officers of the Council to exercise powers of entry and inspection in terms of Section 13 of the Cinemas Act 1985, Section 5 of the Civic Government (Scotland) Act 1982 and Section 15 of the Theatres Act 1968.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.11	To approve requests for display on taxi cars and private hire cars of advertisements which meet the criteria agreed by the Council.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (People)
11.12	To take such action as is necessary to secure the delivery, in terms of Section 63 of the Civic Government (Scotland) Act 1982, to a person who has given notice of intention to hold a procession of a copy of an Order made by the Council and a written statement of the reasons therefor, of notification of the decision not to make an Order or of a decision to revoke an Order already made, or of a copy of a varied Order and a written	Chief Executive Chief Officer (Legal and Democratic) Legal Manager

No.	Delegation	Officers with Delegated Authority
	statement of the reasons for a variation, as appropriate, and to make such arrangements as will ensure that persons who might take or are taking part in that procession are made aware of the fact that an Order has been made or varied as appropriate and of the effect thereof.	
11.13	To consider all applications requesting the Council to exercise its powers under Section 62(4) of the Civic Government (Scotland) Act 1982 and, after consultation with the Convener of Regulatory Committee, to make an Order under Section 62(4) of the Civic Government (Scotland) Act 1982 dispensing with the requirement that the organisers of a proposed procession give notice thereof to the Council not later than twenty eight days before the date on which it is proposed that the procession be held.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
11.14	After consultation with the Convener of the appropriate Committee and with the appropriate local members to take such action as is deemed necessary to oppose applications for trading licences whenever educational establishments might be adversely affected.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Hub Strategy Manager Forward Planning Manager
11.15	Under Section 19(5) of the Civic Government (Scotland) Act 1982, after consultation with the local Members, approval of proposals for taxi stances.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
11.16	In respect of the Civic Government (Scotland) Act 1982 (a) to implement Sections 87, 99, 101 and 102 in relation to emergency repairs to buildings (b) to implement Section 89 in relation to raised structures (c) to implement Section 97 in relation to street naming, after consultation with local Elected Members, and numbering (d) in consultation with the Chief Officer (Legal and Democratic) to lodge objections to the Regulatory Committee in relation to entertainments / events where appropriate.	Chief Officer (Community Operations) Built Environment Manager Building Standards Manager Operations) Building Standards Manager (Compliance) Private Sector Enforcement Manager Senior Building Standards Coordinator (Compliance) Senior Building Standards Surveyors Building Standards Surveyor Building Standards Officers
12	<u>Community Empowerment</u>	

No.	Delegation	Officers with Delegated Authority
12.1	To discharge the Council's obligations and duties in respect of the Community Empowerment (Scotland) Act 2015.	Chief Executive Depute Chief Executive Chief Officer (Strategy and Engagement)
12.2	In accordance with the Community Empowerment Act 2015:- To form a Community Planning Partnership	Chief Executive Depute Chief Executive Chief Officer (Strategy and Engagement) Business Strategy Manager
13	<u>Community Learning and Development</u>	
13.1	To carry out the functions of the Council in terms of the Education (Scotland) Act as pertaining to Community Learning and Development.	Depute Chief Executive Chief Social Work Officer (Education, Families, Justice and Integrated Practice)
14	<u>Complaints</u>	
14.1	Section 16B (5) Scottish Public Services Ombudsman Act 2002:- Implement a Model Complaints Handling Procedure and make arrangements for the recording, reporting, learning from and publicising complaints through the Complaints Performance Indicators and Framework.	Chief Officer (Strategy and Engagement) Business Strategy Manager
15	<u>Conditions of Service</u> (incl. salaries, redundancy and retirements) excluding Teaching Staff	
15.1	To implement national agreements on wages/salaries and conditions of service where no discretionary element exists.	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager
15.2	To apply approved Scheme for staff entitled to receive acting up payments and, in conjunction with appropriate Chief Officers, exercise the discretions available for the purposes of that scheme.	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager
15.3	To process payments due under personnel policies and procedures agreed by the Council such as those applicable to employees for reimbursement of expenditure on removal and legal fees, for expenditure in respect of staff undertaking external training courses or examinations, and payment of medical advisers' fees for medical examinations of employees, all within the parameters of the policies established by the Council	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager

No.	Delegation	Officers with Delegated Authority
15.4	Following consultation with the Chief Officer of the relevant service to consult with the relevant trade unions and determine criteria for selection for redundancies.	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager
15.5	Following consultation with the Chief Officer of the relevant service to authorise temporary exchange of duties between and among staff and authorise secondments of staff to other services and outside organisations.	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager Senior Employee Relations Adviser Senior HR Business Partner
15.6	To approve revisions to grades arising from the application of the Job Evaluation Scheme subject to retrospective report, for information, to the Finance and Resources Committee.	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager
15.7	To approve, in consultation with the Chief Executive and relevant Chief Officer, where applicable, applications received from employees who are members of the Local Government Pension Scheme for early access to their pension benefits under the "Rule of 85", provided there is no cost to the Council (i.e. the employee will bear the strain on the fund cost by an actuarial reduction to pension benefits).	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager
16	<u>Conferences</u>	
16.1	To approve attendance at conferences or travel outwith the United Kingdom of officers in cases in which they consider it to be in the interests of the Council.	Chief Executive
17	<u>Consultations</u>	
17.1	To respond to consultations from the Scottish Government on proposals under Sections 36 and 37 of the Electricity Act 1989 to provide comments or confirm no objection and to determine any application to discharge planning conditions imposed by the Scottish Government on consents issued under those Sections.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officer
18	<u>Consumer Protection</u> (including Trading Standards, Protective Services, Food Safety, Food Standards, Health and Safety, Public Health)	
18.1	To authorise, sign and issue the necessary authorisation to officers of the Council to exercise statutory powers (including, where appropriate, the right to enter land and premises and to sign and issue notices) in the	Depute Chief Executive Chief Officer (Community Operations)

No.	Delegation	Officers with Delegated Authority
	discharge of their duties in connection with the functions of the Council which will include the Public Health etc. (Scotland) Act 2008, Part 8 of the Antisocial Behaviour (Scotland) Act 2004, the Environmental Protection Act 1990 and, where appropriate, as Licensing Authority those duties contained in the Housing (Scotland) Act 2006 and Civic Government (Scotland) Act 1982.	Protective Services Manager Private Sector Enforcement Manager
18.2	Housing (Scotland) Act 1987 <ul style="list-style-type: none"> • Sections 87, 114, 115 and 338 – Official representation that the house does not meet tolerable standard 	Depute Chief Executive Chief Officer (Community Operations) Built Environment Manager Private Sector Enforcement Manager Protective Services Manager
18.3	To authorise and sign and issue the necessary authorisation to officers of the Council to exercise statutory powers (including, where appropriate, the right to enter land and premises and to sign and issue notices) in the discharge of their duties in connection with the functions of the Council which will include Food Safety, Food Standards and Health and Safety.	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager
18.4	To discharge duties in connection with the functions of the Council under Health and Safety legislation relating to the storage of Petroleum and Explosives including the issue, grant or revocation of licences and registrations.	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager
18.5	To authorise and to sign and to issue the necessary authorisation to officers of the Council to exercise statutory powers (including, where appropriate, the right to enter land and premises and to sign and issue notices) in the discharge of their duties in connection with the functions of the Council in relation to consumer protection, including trading standards and weights and measures, (including where appropriate, as Licensing Authority, to issue, grant or revoke licences and registrations).	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager
18.6	To consider representations made to the Council in relation to fixed penalty notices issued under the Tobacco and Primary Medical Services (Scotland) Act 2010.	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager
18.7	To conduct a review of a penalty charge notice given to a person under the Estate Agents Act 1979 as amended.	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager
18.8	To authorise and to sign and to issue the necessary authorisation to officers of the Council to exercise statutory powers (including, where appropriate, the right to enter land and premises and to sign and issue notices) in the discharge of their duties with regard to the functions of the Council in relation to civil enforcement actions raised in terms of the Enterprise Act 2002.	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager
18.9	To act as the proper officer and delegate to such authorised officers of the Council as are appointed by the Chief Officer, such other functions of the Council as are carried out by the Protective Services team within	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager

No.	Delegation	Officers with Delegated Authority
	Community Operations including but not restricted to the functions as set out in the legislation which can be accessed at the following link: https://www.northlanarkshire.gov.uk/business/protective-services-enforcement-policy-and-authorisations/authorised-officers	
19	<u>Contracts and Tenders</u>	
19.1	As procuring officer, to undertake a Quotations process in accordance with the Council's General Contract Standing Orders: For Supplies/Services below £50,000, or for Works below £500,000.	Any officer nominated by a Chief Officer who has the relevant "Delegated Procurement Authority ("DPA")" to execute this role as specified in the General Contract Standing Orders 17 th Edition (as amended).
19.2	As procuring officer, to undertake a Non-Regulated Procurement in accordance with the Council's General Contract Standing Orders: For Works in excess of £500,000 up to the Financial Thresholds for Regulated Procurements.	Any officer nominated by a Chief Officer who has the relevant "Delegated Procurement Authority ("DPA")" to execute this role as specified in the General Contract Standing Orders 17 th Edition (as amended).
19.3	As procuring officer, to undertake a Regulated Procurement in accordance with the Council's General Contract Standing Orders. Note – Financial thresholds for Regulated Procurements are generally set every two-years and current thresholds are stated within SPPN 5/2-2023.	Any officer nominated by a Chief Officer who has the relevant "Delegated Procurement Authority ("DPA")" to execute this role as specified in the General Contract Standing Orders 17 th Edition (as amended).
19.4	As an officer with an associated Procurement Role of "Evaluator", to ensure a high level of diligence in the evaluation of quotations and/or tender proposals per the standard of assurances set out in General Contract Standing Orders and any other stated contract requirement.	Any officer nominated by a Chief Officer who has the relevant "Delegated Procurement Authority ("DPA")" or Nomination via a Contract Strategy to execute this role as specified in the General Contract Standing Orders 17 th Edition (as amended).
19.5	Award a Contract up to the threshold levels where the responsibility sits with the Chief Officer (Assets and Procurement) as set out in General Contract Standing Orders and to act as the Proper Officer for the purposes of signing the contract.	Chief Executive Depute Chief Executive Chief Officer (Assets and Procurement) Any officer authorised by the Chief Officer (Assets and Procurement) All Chief Officers

No.	Delegation	Officers with Delegated Authority
19.6	Award a Contract at the threshold level where the responsibility sits with the Chief Officer (Assets and Procurement) as set out in General Contract Standing Orders.	Chief Officer (Assets and Procurement) Any officer authorised by the Chief Officer (Assets and Procurement)
19.7	The Chief Executive, Depute Chief Executive, or All Chief Officers, is authorised to take such measures as may be required in emergency situations and, in particular, to enter into an emergency contract where such a contract would avert, alleviate or eradicate the effects or potential effects of an emergency or disaster (actual or potential) involving or likely to involve danger to life or health or serious damage to or destruction of property, but subject compliance with the conditions set out in General Contract Standing Orders for “extreme urgency”.	Chief Executive Depute Chief Executive All Chief Officers
19.8	Chief Officers must put in place appropriate arrangements for the management of any contract, to a minimum, satisfy the requirements applicable under “Contract Management” as set out in General Contract Standing Orders.	Any officer nominated by a Chief Officer who has the relevant “Contract Management Authority (“CMA”)” to execute this role
19.9	As an officer with an associated Procurement Role of “Contract Manager”, to a minimum, satisfy the “Contract Management” requirements as set out in General Contract Standing Orders.	Any officer nominated by a Chief Officer who has the relevant “Contract Management Procurement Authority (“CMA”)” to execute this role
20	<u>Council and Committee Meetings</u>	
20.1	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p> <ul style="list-style-type: none"> • Section 193 - Signature on behalf of the authority of notices, orders or other documents which the Council has delegated, to the Chief Executive, authority to issue • Schedule 7, paragraph 1(4) – Receipt of requisition for Council meeting • Schedule 7, paragraph 2(1) - Notice of Council meetings • Schedule 7, paragraph 2(2) – Receipt of notice by Member of alternative address. 	Chief Executive
20.2	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p>	Chief Executive Depute Chief Executive Chief Officer

<u>No.</u>	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> Section 50D – Compilation of lists of background papers and determination of background papers in respect of any report submitted to the Council or any Committee or Sub-Committee of the Council by any officer. 	
20.3	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p> <ul style="list-style-type: none"> Section 193 – Signature of notices, orders or other documents which the Council has delegated to the Depute Chief Executive authority to issue. 	Depute Chief Executive
20.4	<p>To act as Proper Officer for the following statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p> <ul style="list-style-type: none"> Section 50B – Exclusion of reports containing exempt information from public and provision of documents to the press Section 50C – Provision of written summary where minutes are excluded from the public Section 50F – Determination of documents with certain categories of information for purposes of inspection Section 190 – Service of legal proceedings notices, orders or documents on the Council. 	Chief Executive Chief Officer (Legal and Democratic) Democratic Manager
20.5	<p>To amend the Scheme of Delegation to Officers in those circumstances as follows:-</p> <p>(a) where the delegation specified becomes the operational responsibility of another Service, to transfer said delegation between Services as appropriate</p> <p>(b) where legislation is amended/replaced and does not have a significant impact upon the delegation, to amend the delegation accordingly</p> <p>(c) where the title of an officer with delegated authority is amended, to amend said title.</p>	Chief Officer (Legal and Democratic)
21	<u>Council Tax and Rates</u>	
21.1	To act as the Proper Officer in terms of the Local Government Finance Act 1992 and associated delegated legislation for all administrative purposes including the preparation and issue of Council Tax notices, the	Depute Chief Executive Chief Officer (Finance and Technology)

No.	Delegation	Officers with Delegated Authority
	collection of the aforementioned tax, the handling of objections to the assessments and the exemption, abatement or remission of charges.	
21.2	To enter into arrangements with Water Authorities concerning the billing and collection of water and sewerage charges on their behalf and to make arrangements to remit such charges to those aforementioned authorities.	Depute Chief Executive Chief Officer (Finance and Technology)
21.3	To make the necessary arrangements concerning terms and commissions payable by the Water Authorities to North Lanarkshire Council for the billing and collection of water and sewerage charges on their behalf.	Depute Chief Executive Chief Officer (Finance and Technology)
21.4	To determine, subject to right of appeal to the respective Committee, applications for remission of rates.	Depute Chief Executive Chief Officer (Finance and Technology)
21.5	To deal with all applications for Housing Benefit and Council Tax Reduction Scheme in terms of appropriate legislative provisions and in accordance with Council policy.	Depute Chief Executive Chief Officer (Finance and Technology)
21.6	To enter into arrangements with Housing Associations and others in accordance with Schedule 2 of the Local Government Finance Act 1992 to administer Council Tax Benefit, the Council Tax Reduction Scheme and discounts on behalf of North Lanarkshire Council for all those residents in the Housing Authority's properties.	Depute Chief Executive Chief Officer (Finance and Technology)
22	<u>Council Tenants</u>	
22.1	To prepare and implement at Tenant Participation Strategy, including keeping a register of tenant organisation in accordance with the Housing (Scotland) Act 2001.	Chief Officer (Housing) Housing Solutions Manager Housing Performance and Regulatory Manager
23	<u>Data Sharing</u>	
23.1	<p>In accordance with the Information Commissioners Office Data Sharing Code of Practice.</p> <ul style="list-style-type: none"> • To agree shared services, shared information, system federations with other authorities, National Bodies and Boards including the Digital Office, National Shared Services (NSS) and Community Planning Partners. 	Chief Officer (Legal and Democratic) Business Strategy Manager Legal Manager
24	<u>Education</u> (excluding school specific, teaching staff and exclusions)	

No.	Delegation	Officers with Delegated Authority
24.1	To carry out the functions of the Council in terms of the Education (Scotland) Act.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Managers Principal Psychologist
24.2	To make special arrangements for pupils living in exceptional circumstances in exercise of the powers contained in Section 50 of the Education (Scotland) Act 1980.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
24.3	To determine the rates of pay to the invigilators of external examinations.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
24.4	To carry out the functions of the Council in terms of Sections 57 and 58 of the Education (Scotland) Act 1980 as amended in relation to the health and cleanliness of pupils at schools.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Principal Psychologist
24.5	To make appropriate arrangements for the provision of an educational psychology service in terms of the Education (Scotland) Act 1980.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager Principal Psychologist
24.6	To implement the requirements of the Additional Support for Learning (Scotland) Act 2004 in line with the guidance in the Code of Practice and the Education (Additional Support for Learning) (Scotland) Act 2009.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager Principal Psychologist
24.7	To determine requests for access to and amendment of records in terms of the Pupils Education Records (Scotland) Regulations 2003 and the Data Protection Act 2018 and Regulations thereunder.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Principal Psychologist
25	<u>Education (Attendance)</u>	

No.	Delegation	Officers with Delegated Authority
25.1	To exercise the functions of the Education Authority in relation to irregular attendance at schools under their management all in terms of Sections 36-41 of the Education (Scotland) Act 1980 after consultation with the Attendance Sub-Group of the appropriate Local Attendance Council.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager (People) Area Officer/Registrar
25.2	To institute proceedings in respect of offences under Sections 35 and 41 of the Education (Scotland) Act 1980.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
26	<u>Education (Exclusions)</u>	
26.1	To exercise the powers available to the Council as education authority in relation to the exclusion of pupils from schools.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Managers Principal Psychologist All Head Teachers
27	<u>Education (Grants, Awards and Trust Schemes)</u>	
27.1	To receive and determine applications for disbursement of funds in accordance with the provisions of trust schemes vested in the Council and any endowments administered by those trusts.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
27.2	To make grants up to a maximum of £10,000 to local voluntary groups, youth clubs, community groups, organisations providing a direct service to children in educational establishments and talented and gifted individuals within approved estimates.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
27.3	To make grants to school pupils to support fees, courses or expenses associated with membership of National Orchestras, attendance at the Royal Scottish Academy of Music and Drama and the Scottish Ballet School or with selection to represent Scotland in Sports.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
27.4	To make grants to pupils to allow attendance at courses or participation in educational visits including outwith Scotland.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
27.5	To accept and administer any new trusts or small endowments which may be offered to the Council for schools in North Lanarkshire.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)

No.	Delegation	Officers with Delegated Authority
27.6	To accept and administer any new trusts or small endowments which may be offered to the Council for schools in North Lanarkshire.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
27.7	To make footwear and clothing grants to pupils in North Lanarkshire schools outwith the guidelines approved by the Council where there are circumstances of family hardship.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
27.8	To make Education Maintenance Allowances (EMA) to individual pupils and students in accordance with the policy approved by the Council.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
27.9	To exercise the power not to withhold an Education Maintenance Award where attendance or progress have been affected by exceptional circumstances.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
28	<u>Elected Members</u>	
28.1	To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated. Local Government (Scotland) Act 1973 <ul style="list-style-type: none"> • Section 34 – Delivery of notice of resignation as a Member • Section 33A(1) - Delivery of form of declaration of acceptance of office within two months of election. 	Chief Executive
28.2	To act as Proper Officer for the following statutory requirements indicated. Ethical Standards in Public Life etc (Scotland) Act 2000 (Register of Interests) Regulations 2003 <ul style="list-style-type: none"> • Set up, maintain and make available for public inspection the Register of Members’ Interests. 	Chief Executive Chief Officer (Legal and Democratic)
28.3	To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated. <ul style="list-style-type: none"> • Representation of the People Act 1983 • Section 67(7) - Notification of Election Agent • Section 82(4) - Officer before whom declaration as to election expenses may be made • Section 131(1) - Accommodation of, and attendance on, election court 	Chief Executive

No.	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> • Section 133(1) - Repayments of expenses of the election court at the discretion of the court • Schedule 5, paragraph 6 - Retention of list of rooms for use for Parliamentary Election meetings <p>Local Government (Scotland) Act 1973</p> <p>Section 33(A)(3) - Officer before whom the declaration of acceptance of office may be made.</p>	
29	<u>Emergencies (also see General Delegation 1.4)</u>	
29.1	Where there is urgency or an emergency, as determined by the Chief Executive, to take such action as may be required to advance or to protect the interests of the Council, subject to advice to the Provost or the Leader of the Council or the Convener of the relevant Committee, as appears appropriate, and subject to subsequent report to that Committee in relation to matters for which Committee approval would normally be required.	Chief Executive
30	<u>Establishment Changes</u>	
30.1	To approve establishment changes (including designation changes) in instances in which the grades of the post have been identified by means of methods approved by the Council and the costs of the changes are fully met from external sources.	Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager
31	<u>Environmental Protection</u>	
31.1	<p>Environmental Protection Act 1990</p> <ul style="list-style-type: none"> • Section 149 - Relative to reference to Section 3 of the Dogs Act 1906 (seizure of stray dogs). 	Depute Chief Executive Chief Officer (Community Operations)
31.2	<p>To act on behalf of the Council for matters referred to in the Water Environment (Controlled Activities) (Scotland) Regulations 2011 for the following purposes:</p> <ul style="list-style-type: none"> • Signing Controlled Activity Regulations licence applications referred to in the Water Environment (Controlled Activities) Regulations 2011 on behalf of the Council. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Business Managers, Roads and Transportation Assistant Business Managers, Roads and Transportation
31.3	To act on behalf of the Council for matters referred to in the Water Environment (Controlled Activities) (Scotland) Regulations 2011 for the following purposes:	Depute Chief Executive Chief Officer (Community Operations)

<u>No.</u>	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> • Securing compliance with the terms of the licence issued by SEPA. 	Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
31.4	To act on behalf of the Council in matters referred to in the Reservoirs (Scotland) Act 2011 for the following purposes: <ul style="list-style-type: none"> • Being SEPA's contact for all matters related to reservoir management. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Engineering Manager, Infrastructure and Transportation
31.5	To develop actions for inclusion in the Flood Risk Management (Scotland) Act 2009 section 38 reports for approval at the Clyde and Loch Lomond Local Plan District Joint Committee To develop the content of the Flood Risk Management (Scotland) Act 2009 section 37 interim reports for approval by the lead Local Authority.	Depute Chief Executive Chief Officer (Place) Infrastructure and Transportation Manager Engineering Manager, Infrastructure and Transportation
31.6	To discharge the Council's power to implement flood protection schemes under Section 60 of the Flood Risk Management (Scotland) Act 2009.	Depute Chief Executive Chief Officer (Place) Infrastructure and Transportation Manager Engineering Manager, Infrastructure and Transportation
32	<u>Fees and Charges</u>	
32.1	To set charges for services where there is a discretionary limit.	Chief Executive
32.2	To act as the Proper Officer in terms of Part II of the Local Government Finance Act 1992 and associated delegated legislation for all administrative purposes including the preparation and issue of notices, the collection of charges, the handling of objections to the amounts charged and the exemption, abatement or remission of charges.	Depute Chief Executive Chief Officer (Finance and Technology)
32.3	To determine charges for public events arranged by Education and Families.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
32.4	To negotiate fees with performers up to a limit of £20,000.	Depute Chief Executive Chief Officer (Education - North)

<u>No.</u>	Delegation	Officers with Delegated Authority
		Chief Officer (Education – South)
32.5	To approve the annual charge payable to the Dalziel Trust for the use of the sports facilities at Dalziel Park.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Business Finance Manager
32.6	<p>To enter into agreements on suitable terms with college Boards of Management in respect of the provision by the Council of goods and services which are permitted by the Local Authorities (Goods and Services) Act 1970. The permitted agreements relate to the following:-</p> <ul style="list-style-type: none"> • The supply by the Council to the college of any goods or materials • The provision of any administrative, professional or technical services • The use by the college of any vehicle, plant or apparatus belonging to the Council together with the services of any person employed in connection with the vehicle or other property, and • The carrying out of works of maintenance of the land or buildings for which the Board of Management is responsible. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation
32.7	To determine charges for ad hoc promotions, group discounts, classes, commercially priced events and other similar matters.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place)
33	<u>Finance/Financial Matters</u>	
33.1	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p> <ul style="list-style-type: none"> • Section 92 – Specification or transfer of securities in name of local authority • Section 95 – Responsibility for administration of financial affairs • Section 191 – Claims sequestrations, liquidations or other proceedings • Section 193 – Signature on behalf of the authority of notices, orders or other documents which the Council has delegated, to the Chief Officer (Finance and Technology), authority to issue. 	Chief Executive Chief Officer (Finance and Technology)
33.2	To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated	Chief Executive Chief Officer (Finance and Technology)

No.	Delegation	Officers with Delegated Authority
	Environmental Protection Act 1990 <ul style="list-style-type: none"> • Accounting records, control systems and the statement of accounts in terms of the Local Authority Accounts (Scotland) Regulations 2014. 	
33.3	To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated. Local Government etc. (Scotland) Act 1994 <ul style="list-style-type: none"> • Section 16 of in respect of property held on trust. 	Chief Executive Chief Officer (Finance and Technology)
33.4	To carry out Treasury Management activities including investment, borrowing and banking activities or other associated activities.	In respect of each function, the officer(s) specified in the Treasury Management Practices Manual maintained in accordance with the Treasury Policy statement and Code of Practice
33.5	To approve home loans within the Council policy.	Chief Executive Chief Officer (Finance and Technology)
33.6	Except in so far as specifically delegated by the Council to another officer in respect of any individual company, to exercise the whole powers of the Council as member of any company in which the Council has a shareholding.	Chief Executive Chief Officer (Finance and Technology)
33.7	To act as the Money Laundering Responsible Officer (MLRO) in terms of appropriate legislative provisions and in accordance with Council policy.	Chief Officer (Finance and Technology)
33.8	To act as the Proper Officer in terms of the Income-related Benefits (Subsidy to Authorities) Order 1998 in respect of claims.	Depute Chief Executive Chief Officer (Finance and Technology)
33.9	To act as the Proper Officer in terms of the Local Government (Scotland) Acts of 1973 and 1975, Part II of the Local Government Finance Act 1992, the Local Government Finance Act 1992 and associated delegated legislation for all administrative purposes, including arranging the preparation of the assessment roll, the preparation and issue of rates notices, the collection of rates, the receiving and settling of claims for non-domestic rates, exemption from rates, the handling of objections to the amount of rates levied and the abatement, remission or repayment of rates under the various rating provisions.	Depute Chief Executive Chief Officer (Finance and Technology)
33.10	To consider and submit applications for external/grant funding to the Scottish Government, UK Government or other external funding programmes on behalf of the council or, where required by grant terms and conditions, on behalf of partnership or other third parties.	Chief Executive Depute Chief Executive All Chief Officers

No.	Delegation	Officers with Delegated Authority
33.11	To accept grant and funding offers from the Scottish Government, UK Government or other external funding programmes.	Chief Executive Depute Chief Executive All Chief Officers
33.12	To submit financial claims and/or monitoring reports for external/grant funding which has been secured by the Council and manage/distribute grant funding accordingly in line with grant terms and conditions, and relevant committee approval, relating to the use and management of external funding.	Chief Executive Depute Chief Executive All Chief Officers Enterprise Manager Growth Programme Manager City Deal Manager Infrastructure and Transportation Manager Housing Development Manager
34	<u>Fixed Penalty Notices</u>	
34.1	To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated. Environmental Protection Act 1990 Section 88(8) and (10) – Evidence of payment of fixed penalty notices for leaving litter.	Chief Executive Chief Officer (Finance and Technology)
35	<u>Glasgow City Region</u>	
35.1	To submit strategic, outline and full levels of business case to Glasgow City Region (GCR) Programme Management Office for consideration by the GCR Cabinet for funding approval.	Depute Chief Executive Chief Officer (Place) City Deal Manager
35.2	To submit investment plan proposals, change requests and progress reports to the Glasgow City Region (GCR) Programme Management Office for consideration in relation to the UK Shared Prosperity Fund or any successor Fund.	Depute Chief Executive Chief Officer (Place) Enterprise Manager Enterprise Development Manager
36	<u>Housing (both Social and Private)</u>	
36.1	Housing (Scotland) Act 1987 Sections 87, 114, 115 and 338 - Official representation that the house does not meet tolerable standard.	Depute Chief Executive Chief Officer (Community Operations)

No.	Delegation	Officers with Delegated Authority
36.2	Housing (Scotland) Act 1988 Schedule 5, Part 3, paragraph 5.5 - Certificate as to suitable alternative accommodation.	Chief Officer (Housing) Housing Operations Manager
36.3	To operate the system of allocation of houses within the policy determined by the Council.	Chief Officer (Housing) Housing Operations Manager Housing Performance and Regulatory Manager
36.4	To consider and control sub-tenancies in houses belonging to the Council.	Chief Officer (Housing) Housing Operations Manager
36.5	To control and abate overcrowding.	Chief Officer (Housing Management) Housing Operations Manager
36.6	To control the conduct and standard of tenancies.	Chief Officer (Housing) Housing Operations Manager Housing Performance and Regulatory Manager
36.7	To deal with all applications received under Part 2 of the Housing (Scotland) Act 1987 (Homeless Persons) and to take all necessary action to implement the duties placed upon the Council by the said provisions, including the grant of temporary accommodation and the issue of all notices in terms of that Act.	Chief Officer (Housing) Housing Operations Manager
36.8	To raise proceedings for recovery of possession of dwellinghouses and to serve all necessary notices preliminary thereto in terms of the Housing (Scotland) Act 2001 or otherwise and to take all appropriate action necessary to implement and enforce decrees granted by the Courts in pursuance of such actions, including the acceptance of suitable offers of payment of arrears of rent in lieu thereof.	Chief Officer (Housing) Housing Operations Manager
36.9	Anti Social Behaviour (Scotland) Act 2004 Investigating noise nuisance, serving warning notices and fixed penalty notices, and seizing and removing equipment in accordance with sections 41 to 54 of the Antisocial Behaviour etc (Scotland) Act 2004.	Chief Officer (Housing) Housing Operations Manager
36.10	In case of emergency to approve requests for provision of temporary housing.	Chief Officer (Housing) Housing Operations Manager
36.11	To grant "leases" of temporary accommodation.	Chief Officer (Housing) Housing Operations Manager
36.12	To grant "leases" and to incur expenditure on the provision of Bed and Breakfast accommodation where necessary.	Chief Officer (Housing)
36.13	To manage supported or temporary accommodation and to raise proceedings for the recovery of possession of all properties used for the provision of temporary or supported accommodation and to serve notices preliminary thereto in terms of the Housing (Scotland) Act 1987 or otherwise and to take all action necessary to implement and enforce decrees granted in pursuance of such actions.	Chief Officer (Housing) Housing Operations Manager

No.	Delegation	Officers with Delegated Authority
36.14	To prepare and implement a Tenant Participation Strategy, including keeping a register of tenant organisation in accordance with the Housing (Scotland) Act 2001.	Chief Officer (Housing) Housing Performance and Regulatory Manager
36.15	Housing (Scotland) Act 2006 To determine applications for assistance including grants, in accordance with the council's Scheme of Assistance and appropriate legislative provisions (excluding any applications made under and in terms of section 71(1)(b) which relate to an aid or adaption).	Depute Chief Executive Chief Officer (Community Operations) Built Environment Manager Private Sector Enforcement Manager Service Manager (Health and Social Care)
36.16	To waive certain grant conditions under the Scheme of Assistance.	Chief Officer (Community Operations)
36.17	To instruct and arrange works in default to private sector properties, following enforcement action.	Depute Chief Executive Chief Officer (Community Operations) Built Environment Manager Private Sector Enforcement Manager
36.18	To agree changes to the Strategic Housing Investment Plan and Affordable Housing Supply Programme with the Scottish Government, in accordance with Local Housing Strategy priorities.	Depute Chief Executive Chief Officer (Place) Housing Development Manager
36.19	To agree Affordable Housing Policy contributions on applicable sites in accordance with the approved Affordable Housing Policy.	Depute Chief Executive Chief Officer (Place) Housing Development Manager
36.20	To determine and approve applications under the Council's Empty Homes Purchase Scheme and Open Market Purchase Scheme.	Depute Chief Executive Chief Officer (Place) Chief Officer (Housing) Housing Development Manager
36.21	To accept Scottish Government Grant offers related to the delivery of new supply housing; or other housing or regeneration related programmes.	Depute Chief Executive Chief Officer (Place) Growth Programme Manager Housing Development Manager
36.22	After consultation with the local Members, to make grants to householders for the purpose of making good fabric and decoration (excluding curtains) in houses affected by the Council under the Noise Insulation (Scotland) Regulations 1975 at the rates and on the conditions which may be prescribed from time to time by the Council.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service City Deal Manager

No.	Delegation	Officers with Delegated Authority
37	<u>Housing Repairs and Maintenance</u>	
37.1	To assess responsibility for repairs and replacements in accordance with the policy determined by the Council, and to meet the Scottish Housing Quality Standard.	Chief Officer (Housing)
37.2	In terms of Section 28 of the Housing (Scotland) Act 2001, to determine applications by tenants for the alteration, improvement or enlargement of Council house's or of any fittings or fixtures, including but not limited to the addition of new fittings or fixtures and the erection of a garage, shed or other structure and by owner/occupiers for alterations to former Council houses in accordance with the terms of policy guidelines for such alterations as laid down by the former Housing and Technical Services Committee.	Chief Officer (Housing)
37.3	To determine and authorise payment of home loss and/or decoration/disturbance payments in accordance with the policy as determined from time to time by the Council.	Chief Officer (Housing)
37.4	To approve extensions and/or major adaptations to council houses where this has been assessed as being necessary to meet the assessed needs of the household, subject to available resources.	Chief Officer (Housing)
37.5	To accept Scottish Government Grant offers related to energy efficiency programmes or other housing related programmes.	Chief Officer (Housing)
38	<u>Information Technology (IT)</u>	
38.1	To operate a strategic IT Enterprise Architecture Governance methodology and process to control the IT Landscape within the Council.	Chief Officer (Finance and Technology)
38.2	To develop, implement and maintain an appropriate Council ICT and Digital Strategy.	Chief Officer (Finance and Technology) Business Strategy Manager Technology Strategy Manager
38.3	Develop, implement and maintain effective ICT security, including cyber security, protocols.	Chief Officer (Finance and Technology) Technology Strategy Manager
38.4	To establish and ensure compliance with a corporate framework of policy and standards in respect of the acquisition and use of ICT services and assets.	Chief Officer (Finance and Technology) Technology Strategy Manager
38.5	To approve any amendments and additions in respect of the Council's corporate network and ICT infrastructure.	Chief Officer (Finance and Technology) Technology Strategy Manager
38.6	To determine and maintain the Councils approved ICT catalogue and associated items.	Chief Officer (Finance and Technology) Technology Strategy Manager

No.	Delegation	Officers with Delegated Authority
39	<u>Insurance</u>	
39.1	To take out the necessary insurances to protect the interests of the Council.	Depute Chief Executive Chief Officer (Finance and Technology)
39.2	To make arrangements with insurance companies concerning the settlement of claims and to settle pre-litigated claims.	Depute Chief Executive Chief Officer (Finance and Technology)
40	<u>Legal Matters</u>	
40.1	<p>To act as Proper Officer for the following statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p> <ul style="list-style-type: none"> • Section 197 – Inspection and deposit of documents • Section 231 – Application to Sheriff on questions arising from Local Government (Scotland) Act 1973. 	Chief Executive Chief Officer (Legal and Democratic)
40.2	<p>To act as Proper Officer for the following statutory requirements indicated.</p> <p>Electricity Act 1989</p> <p>Section 109(6) – Service of documents on local authority secretary.</p>	Chief Executive Chief Officer (Legal and Democratic)
40.3	<p>To act as Proper Officer for the following statutory requirements indicated.</p> <p>Further and Higher Education (Scotland) Act 1992</p> <p>Section 35 - Service of Notices and Documents on local authority secretary.</p>	Chief Executive Chief Officer (Legal and Democratic)
40.4	<p>To act as Proper Officer for the following statutory requirements indicated.</p> <p>Requirements of Writing (Scotland) Act 1995</p> <p>Schedule 2 - Signing of documents (including digital signing).</p>	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (Property and Planning)

No.	Delegation	Officers with Delegated Authority
40.5	Authority is granted to make arrangements to represent the Council in relation to any Court proceedings or any other proceedings before any judicial or administrative authority and, for that purpose, to initiate, enter, defend and withdraw from any such proceedings, including authority to compromise claims where it is considered expedient so to do.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
40.6	To engage the services of Counsel or other legal expertise where it is considered appropriate to do so in the interests of the Council.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
40.7	To appoint Solicitors to act as the Council's law agents in Edinburgh.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
40.8	<p>To act as Proper Officer for the following statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p> <ul style="list-style-type: none"> • Section 193 – Signature on behalf of the authority of notices, orders or other documents in respect of which the Council has delegated to the Chief Officer (Legal and Democratic) authority to issue • Section 194 – Execution of deeds and use of seal. 	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
41	<u>Liquor Licensing</u>	
41.1	After consultation with the Convener of the appropriate Committee and with the appropriate local members to take such action as is deemed necessary to oppose applications for liquor and trading licences whenever educational establishments might be adversely affected.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Hub Strategy Manager Forward Planning Manager
41.2	<p>In respect of the Licensing (Scotland) Act 2005</p> <p>(a) in consultation with the Chief Officer (Legal and Democratic) to lodge objections or make representations to the Licensing Board in respect of any application for a premises licence</p> <p>(b) in consultation with the Chief Officer (Legal and Democratic) to apply to the Licensing Board for a review of any licensed premises in relation to which a premises licence has effect where considered appropriate.</p>	Depute Chief Executive Chief Officer (Community Operations) Built Environment Manager Building Standards Manager (Operations) Building Standards Manager (Compliance) Private Sector Enforcement Manager Senior Building Standards Coordinator (Compliance) Senior Building Standards Surveyors

No.	Delegation	Officers with Delegated Authority
		Building Standards Officers Protective Services Manager
42	<u>Meeting Accommodation</u>	
42.1	To grant free use of committee meeting accommodation within the Civic Centre during office hours to trade unions and similar bodies for uses which, in the view of the officer exercising the delegated powers, relate directly to matters involving the Council and, in exceptional circumstances, outwith office hours.	Chief Executive Chief Officer (Legal and Democratic) Chief Officer (People Resources)
42.2	To authorise use of formal meeting accommodation under the control of the Chief Officer (Legal and Democratic) within the Civic Centre during office hours subject to the conditions and scale of charges approved from time to time by the Council in respect of accommodation under the control of the Depute Chief Executive and, outwith office hours, subject to an additional charge to take account of the costs of such extra security provision as is considered necessary by the officer exercising the delegated power.	Chief Executive Chief Officer (Legal and Democratic) Democratic Manager
42.3	To grant free use of accommodation within premises under the control of the Chief Officer (Legal and Democratic) for surgeries held by Members of Parliament and Members of the Scottish Parliament in cases in which the premises are considered suitable and arrangements can be effected without significant cost to the Service.	Chief Executive Chief Officer (Legal and Democratic) Democratic Manager
43	<u>Mental Health</u>	
43.1	To appoint Mental Health Officers in terms of the Mental Health (Care and Treatment) (Scotland) Act 2003 and to carry out the functions of the Council under the Mental Health (Care and Treatment) (Scotland) Act 2003 (excluding those functions prescribed under and in terms of sections 17, 25-27 (except in so far as they are exercisable in relation to housing support services), 33, 34, 228 and 259).	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services)
44	<u>Natural Habitats</u>	
44.1	To be the legally responsible named licence holder in respect to works affecting bats and other species as required by the Conservation (Natural Habitats, and c.) Regulations 1994 (as amended).	Depute Chief Executive Chief Officer (Asset and Procurement) Chief Officer (Community Operations) Chief Officer (Place) Conservation and Biodiversity Manager
45	<u>Parks, Open Spaces and Land</u>	

No.	Delegation	Officers with Delegated Authority
45.1	Following consultation with the local Members, to deal with requests for the use of parks and open spaces for the purposes of galas, wreath laying, events, travelling show-grounds, circus sites and other similar purposes.	Depute Chief Executive Chief Officer (Asset and Procurement) Chief Officer (Community Operations) Chief Officer (Place) Group Manager (Estates) Strategic Asset Manager
45.2	To lease areas of ground 50 square metres or less to utility providers for an initial period not exceeding 175 years.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates)
45.3	To grant temporary lets to charitable or fairground operators or for use of industrial compounds, to grant or take wayleaves, to grant or take servitudes and to grant or take licences to occupy land and other similar temporary rights, all in accordance with the Council policies/practice as from time to time approved by the Council.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates) Strategic Asset Manager
45.4	To declare land and property surplus to the Council's requirements.	Depute Chief Executive Chief Officer (Asset and Procurement)
45.5	To re-allocate land from one Service to another where the financial consideration is less than £250,000.	Depute Chief Executive Chief Officer (Asset and Procurement)
45.6	To negotiate and grant access to Council land to statutory undertakers.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates)
45.7	Following consultation with the relevant Convener or Vice Convener, the local Members and where appropriate, the Chief Officer (Legal and Democratic) and Chief Officer (Place), to initiate and serve or determine not to serve in terms of the Town and Country Planning (Scotland) Act 1997 Notices Requiring Proper Maintenance of Land (wasteland amenity notice) S. 179.	Depute Chief Executive Chief Officer (Community Operations) Protective Services Manager Pollution Control Manager Senior Environmental Health Officers
45.8	To consider and determine applications for the adoption of open spaces, subject always to the terms and conditions of the adoption complying with the policy for the adoption of open spaces agreed from time to time by the Council.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Chief Officer (Assets and Procurement)
45.9	To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated:- Land Reform (Scotland) Act 2003	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place)

<u>No.</u>	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> • Section 10 – To publicise the Scottish Outdoor Access Code, including any summaries and related guidance available for examination in all appropriate Council buildings, newsletters, websites etc. and to advise appropriate staff on its content • Section 11 – Following consultation with the North Lanarkshire Access Forum, to determine requests to exempt land from access rights for a period of up to 5 days • Section 14(2) – Where an owner of land in respect of which access rights are exercisable prevents or deters any person from exercising their rights in terms of this Act, to serve a Notice on the owner of the land requiring remedial action, as specified in the Notice, requiring him to take such action to allow access within such reasonable time as so specified • Section 18(8) – Following adoption of the plan, to give public notice of its adoption, maintain a list of core paths, retain any plans, maps etc. for public inspection and for sale at a reasonable price and to send a copy to the Scottish Ministers • Section 20 (5) to amend the Core Paths Plan, where satisfied that it is expedient so to do having regard to: <ul style="list-style-type: none"> (a) the extent to which it appears that persons would, but for the amendment, be likely to exercise access rights using the core path; and (b) the effect which the amendment of the plan would have as respects land served by the core path • Section 21 - To enter into agreements with landowners to delineate pathways. 	
45.10	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated:-</p> <p>Land Reform (Scotland) Act 2003</p> <ul style="list-style-type: none"> • Section 15 - Measures for safety, protection, guidance assistance • Section 19 - powers to maintain core paths • Section 26 - Power of entry to land to exercise the authority's functions under the Act. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Greenspace and Country Parks Manager Community Greenspace Manager Forestry and Access Manager
46	<u>Partnership</u>	
46.1	To contribute to partnership projects which meet the aims and objectives of the Council as approved by the Council.	Chief Executive
47	<u>People with Disabilities</u>	

No.	Delegation	Officers with Delegated Authority
47.1	To carry out the functions of the Council under the Disabled Persons (Badges for Motor Vehicles) Regulations 1982 and subsequent legislation.	Chief Officer, Health and Social Care Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services) Head of Health Health and Social Work Managers Managers, Adult Services Locality Social Work Managers, Community Care
47.2	To accept or reject applications for installation of telephones for disabled people based on approved criteria and availability of finance.	Chief Officer (Health and Social Care) Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services) Head of Health Health and Social Work Managers Managers, Adult Services Locality Social Work Managers, Community Care Health and Social Work Managers
47.3	To deal with all applications for Blue Badges in terms of appropriate legislative provisions and in accordance with Council policy.	Depute Chief Executive Chief Officer (Finance and Technology)
48	<u>Petitions</u>	
48.1	To enact the terms of a petition received by the Council in so far as resources and authority is available and appropriate.	Depute Chief Executive Chief Officer (Strategy and Engagement) Area Community Partnership Managers
49	<u>Planning and Enforcement</u>	
49.1	Authority is granted to recover the Council's legal and administrative expenses and outlays from third parties for Agreements to be entered into under the Town and Country Planning (Scotland) Act 1997 Section 75 and the Local Government (Scotland) Act 1973 Section 69.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager
49.2	On the recommendation of the Chief Officer of the relevant Service or the Chief Officer (Place), to serve Enforcement and Stop Notices, Listed Building Preservation Notices and to make provisional Tree Preservation Orders or other notices or orders under the Town and Country Planning (Scotland) Acts where necessary to	Chief Executive Chief Officer (Legal and Democratic) Legal Manager

No.	Delegation	Officers with Delegated Authority
	maintain the Council's interests and to preserve the status quo and to withdraw or vary such notices or orders.	
49.3	After consultation with the Convener of the appropriate Committee and with the appropriate local members to take such action as is deemed necessary to oppose planning applications whenever educational establishments might be adversely affected.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Hub Strategy Manager Forward Planning Manager
49.4	Local Government (Scotland) Act 1973 • Notices relating to the evacuation of buildings under Schedule 5 of the Building (Scotland) Act 2003.	Depute Chief Executive Chief Officer (Community Operations) Built Environment Manager
49.5	To determine any application for planning permission or any application for consent, agreement or approval required by condition imposed on a grant of planning permission, within the category of local developments as defined in the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009, subject to the exceptions as listed below: (a) Any application made by a member of staff of the Place Service an Elected Member or a Chief Officer of the Council (b) Any application which, if approved, would require to be notified to the Scottish Ministers (c) Any application which raises significant objections (six or more all of which raise material planning issues) (multiple objections from one person or one household will count as one objection) (d) Any application which, if approved, would be contrary to the Development Plan.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.6	To determine within the following categories, applications in respect of which fewer than 6 objections have been received (all of which raise material planning issues). (Multiple objections from one person or one household will count as one objection):- (a) Advertisements of all kind (b) Listed building applications (c) Applications for conservation area consent (d) Applications to lop, top, pollard, fell or destroy trees which are subject to protection by a confirmed Tree Preservation Order which are within a Conservation Area (e) Applications for a certificate of Lawfulness in terms of sections 150 and 151 of the Town and Country Planning (Scotland) Act 1997 (f) Applications for Prior Approval in terms of Schedule 1 to the Town and Country Planning (General Permitted Development) (Scotland) Order 1992	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers

No.	Delegation	Officers with Delegated Authority
	<p>(g) Applications for non-material variations in terms of Section 64 of the Town and Country Planning (Scotland) Act 1997</p> <p>(h) to determine any application to discharge planning conditions imposed on a grant of planning permission within the category of major developments as defined in the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009, including applications for approval of matters specified by conditions.</p>	
49.7	To negotiate and conclude legal agreements (under Section 75 of the Town and Country Planning (Scotland) Act 1997 (as amended) and Section 69 of the Local Government (Scotland) Act 1973) associated with applications determined under delegation 5.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.8	To determine applications made in terms of Section 75A of the Town and Country Planning (Scotland) Act 1997 (as amended).	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.9	<p>To initiate and serve in terms of Town and Country Planning (Scotland) Act 1997</p> <p>(a) Discontinuance Notices s.71</p> <p>(b) Planning Contravention Notices s.125</p> <p>(c) Section 272 Notices</p> <p>(d) Section 186 Notices in terms of the Town and Country Planning (Control of Advertisement) (Scotland) Regulations 1984.</p>	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.10	<p>Following consultation with the Convener or, in their absence, the Vice Convener of the Planning Committee, the local Members and where appropriate, the Chief Officer (Legal and Democratic), to initiate and serve in terms of the Town and Country Planning (Scotland) Act 1997</p> <p>(a) Enforcement Notices, s.127</p> <p>(b) Breach of Condition Notices, s.145</p> <p>(c) Stop Notices, s.140</p> <p>(d) Application for interdict s.146</p> <p>(e) Tree Preservation Orders s.160</p> <p>(f) Notices relating to removal, or obliteration, as appropriate of unauthorised posters, s.187</p> <p>(g) Notices Requiring Proper Maintenance of Land (wasteland amenity notice) s. 179</p> <p>(h) Fixed Penalty Notices</p> <p>(i) Temporary Stop Notices</p>	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers

No.	Delegation	Officers with Delegated Authority
	and ancillary thereto, in circumstances considered appropriate by the Chief Officer (Place) to instruct works to be carried out and costs to be recovered.	
49.11	<p>Following consultation with the Convener or, in their absence, the Vice-Convener of the Planning Committee, the local Members and where appropriate, the Chief Officer (Legal and Democratic), to initiate and serve in terms of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 the following:-</p> <p>Sections 3 and 4 Temporary Listing Building Preservation Notices Section 34 Listed Building Enforcement Notices Section 39A Fixed Penalty Notice where Listed Building Enforcement Notice had not been not complied with Section 41A Stop Notices Section 41F Temporary Stop Notices and ancillary thereto, in circumstances considered appropriate by the Chief Officer (Place), to instruct works to be carried out and costs to be recovered.</p>	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.12	To consider applications within the category of Prior Notification or Prior Approval made under the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 Schedule 1 for Part 20 – Class 67: Development by Electronic Communications Code Operators regardless of how many objections have been received.	Chief Officer (Place) Planning and Place Manager Planning Managers
49.13	<p>To carry out the following functions of the Council in relation to the Town and Country Planning (Environmental Impact Assessment) (Scotland) Regulations 2017:</p> <p>(a) Screening opinion (b) Scoping opinion.</p>	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.14	To prepare and submit the Council's case in planning and enforcement appeals and to determine whether to claim costs on behalf of the Council in respect of planning appeals.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.15	To respond to consultations from neighbouring authorities where proposals accord with the relevant development plan and on scoping and screening opinions under the Environmental Impact Assessment (Scotland) Regulations 2017.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.16	To determine applications for High Hedges Notices made under the High Hedges (Scotland) Act 2013, prepare and present the Council's case in appeals against such decisions, serve High Hedges Notices, and ancillary thereto, in circumstances considered appropriate by the Depute Chief Executive, to instruct works to be carried out and costs to be recovered.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers

No.	Delegation	Officers with Delegated Authority
49.17	To determine applications made in terms of section 35A and 35B of the Town and Country Planning (Scotland) Act 1997, as amended.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
49.18	In accordance with section 39 of the Town and Country Planning (Scotland) Act 1997, to decline to determine an application (which has been refused within the past 2 years and is of the same nature).	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officer
50	<u>Politically Restricted Posts</u>	
50.1	To update and alter records of politically restricted or politically sensitive posts maintained in terms of the Local Government and Housing Act 1989 and to issue notices of entries in such records.	Chief Executive Chief Officer (People Resources) Employment and Policy Manager HR Business Partnership Manager
51	<u>Projects</u>	
51.1	In respect of all projects in which Asset and Procurement Solutions provide professional advice services to the Council, to discharge the full responsibilities of the Council in terms of the Construction (Design and Management) Regulations 2015 as client.	Depute Chief Executive Chief Officer (Asset and Procurement)
51.2	In respect of all projects undertaken by Place or Housing, discharge the full responsibilities of the Council in terms of the Construction (Design and Management) Regulations 2015 as Client.	Chief Officer (Housing)
51.3	To accept invitations from all legal external sources to carry out construction-related design and construction projects where legislation permits.	Depute Chief Executive Chief Officer (Asset and Procurement)
51.4	Construction (Design and Management) Regulations 1994 (revised 2015) as follows:- <ul style="list-style-type: none"> • to fulfil the duties of the Client • to appoint a Principal Designer and/or Designer, Principal Contractor and/or Contractor • in the case of contracts where the council is appointed as Principal Designer and/or Designer, Principal Contractor and/or Contractor, to carry out the duties appropriate to each such appointment • in the case of contracts where the Council acts as agents for the Scottish Government or other external agencies, to consent to the Council being appointed as the client agent. 	Chief Officer (Housing) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service Team Leaders, Infrastructure and Transportation

No.	Delegation	Officers with Delegated Authority
51.5	To accept invitations from all legal external sources to carry out construction-related design and construction projects.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place)
52	<u>Property</u>	
52.1	Authority is granted to sign Missives binding the Council in respect of property and to issue notices, orders or other requirements where this is in implement of or ancillary to a decision of the Council or a statutory requirement.	Chief Executive Chief Officer (Legal and Democratic) Legal Manager Principal Solicitor (Property and Planning)
52.2	To consider and on behalf of the Council to decline to exercise right of pre-emption available to the Council.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates) Strategic Asset Manager
52.3	To lease commercial or industrial premises for an initial period not exceeding ten years.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates) Strategic Asset Manager
52.4	To take leases of property for an initial period not exceeding ten years.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates)
52.5	To re-allocate property from one Service to another where the financial consideration is less than £250,000.	Depute Chief Executive Chief Officer (Asset and Procurement)
52.6	Process property transactions for financial consideration up to and including £250,000, including the purchase of residential properties for the Council's Empty Homes and Open Market Purchase Schemes.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates)
52.7	To take such actions as may be required to comply with the Property Factors (Scotland) Act 2011.	Depute Chief Executive Chief Officer (Community Operations) Private Sector Enforcement Manager
52.8	To agree on behalf of the Council the assessments for rating purposes in accordance with statutory requirements.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Design) Facility Support Services Manager Group Manager (Estates)

<u>No.</u>	Delegation	Officers with Delegated Authority
		Property Manager (Estate Development) Strategic Asset Manager Hub Strategy Manager Commercial Contracts Manager
52.9	To sign on behalf of the Council the valuation certificates for asset valuations in accordance with financial regulations.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Design) Facility Support Services Manager Group Manager (Estates) Property Manager (Estate Development) Strategic Asset Manager Hub Strategy Manager Commercial Contracts Manager
53	<u>Property/Estate Management</u>	
53.1	To deal with general estates management matters, including rent reviews, assignments, re-gears, surrenders and renewal of leases, in accordance with the Council policies/practice as from time to time approved by the Council.	Depute Chief Executive Chief Officer (Asset and Procurement) Group Manager (Estates)
54	<u>Refugees and Asylum Seekers</u>	
54.1	Accept transfers under the mandatory National Transfer Scheme for Unaccompanied Asylum Seeking Children.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Senior Education and Family Managers (Social Work)
55	<u>Residential Care</u>	
55.1	To continue to assist persons who are unable to meet the costs of their residential care until they sell a house by paying their accounts on an interim basis and to recover the monies so expended after the house is sold.	Chief Officer (Health and Social Care) Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services)

<u>No.</u>	Delegation	Officers with Delegated Authority
		Head of Health Managers Adult Services Health and Social Work Managers Locality Social Work Managers
56	<u>Roads and Transportation</u>	
56.1	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated.</p> <p>Roads (Scotland) Act 1984 - Section 96(1)</p> <ul style="list-style-type: none"> • Issue of Certificate of Extraordinary Expense incurred in maintaining a road. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place)
56.2	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> • Under Section 13 in relation to the imposition on frontagers of the requirement to make up and maintain private roads including the service of appropriate notices • Under Section 16(1) (b) in relation to the consideration and determination of applications for the adoption of private roads. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place)
56.3	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> • Under Section 30 in relation to the service of notices subject to Section 31(3) in connection with carrying out works for protecting roads against hazards of nature. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service Team Leaders, Infrastructure and Transportation Team Leaders, Roads Service
56.4	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> • Under Section 31(3) in relation to the service of notices in connection with the drainage of public roads 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service

No.	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> • Under Section 62, in relation to the temporary prohibition or restriction of traffic on roads for reasons of public safety or convenience, after consultation with the Chief Constable and the Chief Officer (Legal and Democratic) and after informing the local Members • Under Section 140 in relation to the authorisation of persons specified therein. 	
56.5	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> • Under Sections 36 and 37, in relation to the construction of road humps, after consultation with the Chief Constable and the Chief Officer (Legal and Democratic) and after informing the appropriate Convener, the appropriate Vice Convener and the local Members. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
56.6	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> • Under Section 78(2) in relation to the service of notice prior to the diversion of waters, where necessary, in connection with the construction, improvement or protection of a public road. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
56.7	<p>To carry out the functions of the Council in terms of Section 23 of the Road Traffic Regulation Act 1984 in relation to pedestrian crossings.</p>	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
56.8	<p>To sign approval in principle forms and design check certificates for roads related structures on behalf of the Council as Technical Approval Authority and when submitting similar documents to an external Technical Approval Authority, in accordance with requirements of specific forms and certificates.</p>	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service

No.	Delegation	Officers with Delegated Authority
		Signatory must be a Chartered Member of either the Institution of Civil Engineers or the Institution of Structural Engineers
56.9	<p>After consultation with the Chief Constable and the Chief Officer (Legal and Democratic), and after informing the appropriate Convener, the appropriate Vice Convener and the local Members, to arrange for the advertisement of any proposals for the making, revocation or variation of Orders and Schemes under:-</p> <ul style="list-style-type: none"> • the Road Traffic Regulation Act 1984, and • Sections 68, 69, 70 and 71 of the Roads (Scotland) Act 1984. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
56.10	<p>In consultation with the Chief Officer (Community Operations) and Chief Officer (Place), to approve Traffic Regulation Orders, under the terms of the Road Traffic Regulation Act 1984, subject to the following exclusions:-</p> <p>(a) any proposal where the number of objections outnumber those in support, by six or more (multiple objections from one person or one household will count as one objection), and</p> <p>(b) any proposal which is referred to the Reporter as set out in Regulation 8 of 'The Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999'.</p>	Chief Officer (Legal and Democratic) Legal Manager
56.11	<p>To implement traffic calming and road hump schemes under the terms of the Roads (Scotland) Act 1984 subject to the exclusion below:-</p> <p>any proposal where the number of objections outnumber those in support by six or more.</p>	Chief Officer (Place) Infrastructure and Transportation Manager Managers, Infrastructure and Transportation
56.12	<p>To carry out the functions of the Joint Road Safety Officer in conjunction with the Chief Constable.</p>	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Manager, Roads Service
56.13	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984:-</p> <ul style="list-style-type: none"> • to exercise the functions of the Council under Section 12 in relation to the Stopping Up or Diversion of roads crossing or entering routes of proposed new roads, and 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Business Managers, Roads and Transportation

No.	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> to exercise the functions of the Council under Section 152(2) to re-determine the means of exercise of a public right of passage over a road. 	
56.14	To make arrangements for the management of car parks etc. including granting the use of parts thereof to other persons or bodies and, following consultation with the Chief Officer (Finance and Technology), the imposition or waiving of charges for such use.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
56.15	After consultation with the Chief Constable, to consider and, where acceptable in road safety terms, to approve locations for advertisements on road safety barriers and similar structures.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
56.16	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> Under Section 79 and, after consultation with the Chief Officer (Legal and Democratic), to negotiate terms and enter into agreements with bridge owners in relation to future maintenance obligations 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Engineering Manager (Infrastructure and Transportation)
56.17	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> Under Section 15 in relation to the completion of necessary works on private roads occasioned by an emergency (other than an emergency constituted by a danger as defined in Section 91) Under Section 51 in relation to the authorisation and withdrawal of authorisation for the planting and maintenance of trees, shrubs, grass or other plants within a public road Under Section 57 in relation to the prevention or termination of dangerous works or excavations in or under a public road Under Section 56 in relation to the authorisation of works and excavations in or under a public road Under Section 58 in relation to the granting of permission for the deposit of building materials on roads 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service Team Leaders, Infrastructure and Transportation Team Leaders, Roads Service

<u>No.</u>	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> • Under Section 59 in relation to the control of obstruction in roads • Under Section 60 in relation to the issuing of consent for marking, lighting and fencing obstructions on roadworks and for shoring buildings requiring protection in similar circumstances • Under Section 63 in relation to the imposition of the requirement to construct new accesses across road verges or footways where appropriate • Under Section 64(2) in relation to the issue of consent to statutory undertakers for work on footways, footpaths or cycle tracks in connection with their apparatus in terms of Section 64(1) (b) • Under Section 85 in relation to granting permission for the location of builders' skips on roads • Under Section 86 in relation to the removal or repositioning of any builders' skip which is causing, or is likely to cause, a danger or obstruction • Under Section 87 in relation to the removal from roads of unauthorised structures and consequent reinstatement of the site • Under Section 89 in relation to the removal of accidental obstructions from roads • Under Section 91 in relation to the prevention of danger by the removal of roadside vegetation • Under Section 92 in relation to granting consent for planting trees or shrubs within five metres of the edge of the made up carriageway. 	
56.18	<p>To carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984</p> <ul style="list-style-type: none"> • Under Section 18 in relation to the adoption of footpaths associated with development • Under Section 21 in relation to applications for construction consent • Under Section 23 in relation to Stopping Up or temporarily closing any new road constructed without consent or in contravention of or in non-compliance with a condition imposed by a construction consent • Under Section 35(1) and (4) and after giving notice in terms of Section 35(5) in relation to the provision of road lighting and related structures • Under Section 66 in relation to enforcing maintenance of vaults, cellars and related structures within the vicinity of a road • Under Section 67 in relation to enforcing safety provisions countering outward opening doors, gates, windows, window shutters or bars interfering with the safety or convenience of road users • Under Section 83 in relation to the prevention of sight obstructions in the view of road users • Under Section 88 in relation to the removal of projections interfering with safe or convenient passage along a road 	<p>Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service</p>

No.	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> • Under Section 90 in relation to the granting of consent for fixing or placing over or across a road any overhead bridge, beam, rail, pipe, cable, wire or other similar apparatus • Under Section 93 in relation to the protection of road users from dangers near a road • Under Section 94 in relation to the infill of a dangerous ditch adjacent to or lying near a road • Under Section 96(1) in relation to the issue of a certificate in respect of extraordinary expenses in repairing roads damaged by heavy vehicles etc. • Under Section 97 in relation to the issue of consent for trading • Under Section 99(2) in relation to the issue of consents to persons undertaking works or excavations necessary to ensure compliance with Section 99(1) • Under Section 99(3) in relation to the service of notices on owners or occupiers requiring works or excavations to be undertaken to ensure compliance with Section 99(1). 	
56.19	<p>To carry out the following functions of the Council in terms of the Road Traffic Regulation Act 1984:-</p> <ul style="list-style-type: none"> • Under Section 14 in relation to the temporary prohibition or restriction of traffic on roads • Under Section 65 in relation to the placing of traffic signs • Under Section 68 in relation to the placing of traffic signs in connection with the exercise of other powers of the authority as defined in sub-section 1 thereof • Under Section 69 in relation to the removal of unauthorised signs. 	<p>Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service Team Leaders, Infrastructure and Transportation Team Leaders, Roads Service</p>
56.20	<p>To carry out the following functions of the Council in terms of the Road Traffic Regulation Act 1984:-</p> <ul style="list-style-type: none"> • Under Section 71(1) in relation to the power to enter land in connection with the placing of traffic signs. 	<p>Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service</p>
56.21	<p>To carry out the following functions of the Council in terms of the New Roads and Street Works Act 1991:-</p> <ul style="list-style-type: none"> • Under Section 109 in relation to permission to execute roadworks • Under Section 110 in relation to the prohibition of unauthorised roadworks. 	<p>Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation</p>

No.	Delegation	Officers with Delegated Authority
		Managers, Roads Service Team Leaders, Infrastructure and Transportation Team Leaders, Roads Service
56.22	<p>To carry out the following functions of the Council in terms of the New Roads and Street Works Act 1991:-</p> <ul style="list-style-type: none"> • Under Section 115 in relation to directions as to the timing of works • Under Section 124 in relation to safety measures at roadworks • Under Section 125 in relation to avoidance of unnecessary delay or obstruction • Under Section 131 in relation to powers of roadworks authority in relation to reinstatement • Under Section 135 in relation to liability for cost of temporary Traffic Regulation Orders made under Section 14 of the Road Traffic Regulation Act 1984 • Under Section 136 in relation to liability for cost of alternative route • Under Section 140 in relation to duty to maintain apparatus • Under Section 149 in relation to provisions as to reinstatement of sewers, drains or tunnels. 	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service Team Leaders, Infrastructure and Transportation Team Leaders, Roads Service
56.23	To carry out the functions of the Council under Section 12 of the Goods Vehicles (Licensing of Operators) Act 1995 to raise an objection to an application for a Goods Vehicle Operator's Licence.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service
56.24	To act as Project Manager, to be responsible for the appointment of a Supervisor and to be responsible for control of contracts under the NEC Engineering and Construction Conditions of Contract with the exception of exercise of Employer's powers and of power, under Clause 14.2 of those Conditions, to further delegate functions under Clauses 90 and W2.4(4) thereof.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service Team Leaders, Infrastructure and Transportation Team Leaders, Roads Service Engineering Officers/Project Managers Infrastructure and Transportation Engineering Officers, Roads Service

No.	Delegation	Officers with Delegated Authority
		Enterprise Projects Manager Senior Project Manager Road Design Manager Project Development Manager
56.25	After consultation with Chief Officer (Legal and Democratic) to authorise the promotion and confirmation of Orders for the Stopping Up or Diversion of roads, footpaths or bridleways in terms of Sections 207 and 208 of the Town and Country Planning (Scotland) Act 1997.	Chief Officer (Place) Planning and Place Manager Planning Managers Senior Planning Officers
56.26	After consultation with the Chief Officer (Legal and Democratic) to agree terms for Bridge Agreements, with Network Rail Infrastructure Limited, or their legal successors, and terms of discharge of the Council's liability for annual maintenance and renewal charges in that connection.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Engineering Manager, Infrastructure and Transportation
56.27	After consultation with the Chief Constable and the Chief Officer (Legal and Democratic) and after informing the appropriate Convener, the appropriate Vice-Convener and the local Members, to arrange for the advertisement of any proposals for the making, revocation or variation of pavement parking Exemption Orders under the Transport (Scotland) Act 2019.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Managers, Infrastructure and Transportation
56.28	In consultation with the Chief Officer (Community Operations) and Chief Officer (Place), to approve pavement parking Exemption Orders, under the terms of Section 51 of the Transport (Scotland) Act 2019, subject to the following exclusions:- (a) Any proposal where the number of objections outnumber those in support, by six or more (multiple objections from one person or one household will count as one objection) and (b) Any proposal which is referred to the Reporter as set out in the Pavement Parking Prohibition (Exemption Orders Procedure) (Scotland) Regulations 2022.	Chief Officer (Legal and Democratic) Legal Manager
56.29	To implement pavement parking parking Exemption Orders, under the terms of Section 51 of the Transport (Scotland) Act 2019 and the Pavement Parking Prohibition (Exemption Orders Procedure) (Scotland) Regulations 2022, subject to the following exclusions:- (a) Any proposal where the number of objections outnumber those in support by six or more (multiple objections from one person or one household will count as one objection) and	Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager Managers, Infrastructure and Transportation Managers, Roads Service

No.	Delegation	Officers with Delegated Authority
	(b) Any proposal which is referred to the Reporter as set out in the Pavement Parking Prohibition (Exemption Orders Procedure) (Scotland) Regulations 2022.	
56.30	To enter into agreements with other local authorities in respect of Roads and Transportation Services used by more than one local authority.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager
56.31	To work with the responsible authorities and draw up a memorandum setting out arrangements to co-operate with each other and ensure such arrangements are established, implemented and reviewed, and that persons subject to such arrangements are appropriately monitored.	Depute Chief Executive Chief Officer (Community Operations) Chief Officer (Place) Infrastructure and Transportation Manager Roads and Asset Services Manager
57	<u>Schools (incl. pre-school and Additional Support Needs)</u>	
57.1	To carry out the consultation process in accordance with the terms of the Schools (Consultation) (Scotland) Act 2010.	Depute Chief Executive Chief Officer (Strategy and Engagement) Chief Officer (Education - North) Chief Officer (Education – South)
57.2	To determine the dates of local school holidays after consultation with the appropriate trade unions.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
57.3	To decide early entry requests for entry to primary education in terms of the Standards in Scotland's Schools etc. Act 2000.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager (Contracts)
57.4	To determine applications from schools for foreign visits during school terms and to approve the attendance of appropriate staff as required by the recognised staffing ratio.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Managers
57.5	To make provision for North Lanarkshire schools, music groups and sporting teams, including the provision of equipment and the recruitment of members.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Managers (Continuous

No.	Delegation	Officers with Delegated Authority
		Improvement Service) Heads of Establishment
57.6	To implement the whole function of the Scheme of Management delegation.	Heads of Establishment
57.7	To determine the Scheme of Management delegation to Heads of educational establishments in terms of the Standards in Scotland Schools etc. Act 2000 and in accordance with other Council policies.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
57.8	To make contracts with private and voluntary sector establishments for the provision of pre-school education in terms of the Education (Scotland) Act 1980 as amended and the Standards in Scotland's Schools etc. Act 2000.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager
57.9	To make appropriate arrangements to identify and provide for children with additional support needs in terms of the Education (Additional Support for Learning) (Scotland) Act 2004 and the Education (Additional Support for Learning) (Scotland) Act 2009 including placement in establishments not under the management of the authority.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager Principal Psychologist
57.10	To exercise the powers available to the Council as Education Authority in terms of Section 23 of the Education (Scotland) Act 1980 with regard to the provision by the Council of education for pupils belonging to the areas of other education authorities and to pay the approved fees to any other education authority which has provided education for pupils normally resident in the area of North Lanarkshire but who are, for various reasons, placed in schools outwith North Lanarkshire.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager Principal Psychologist
57.11	To determine all placing requests in line with Council policy and to ensure that all appropriate transport arrangements are made.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager
57.12	To establish the capacity of individual schools.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
57.13	To approve selfhelp building adaptation proposals from Heads of Establishment subject to the approval of the Chief Officer (Asset and Procurement) and in adherence with contract and financial regulations	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
57.14	To implement the schools PPP contract with Transform Schools North Lanarkshire, including the approval of payments and the setting of penalties and authorising any variations to the contract.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)

No.	Delegation	Officers with Delegated Authority
57.15	To ensure the provision of appropriate facilities, meals or refreshments to school pupils in line with Section 53(3) of the Education (Scotland) Act 2003 and the Education (School Meals) (Scotland) Act 2003.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
57.16	To make appropriate refreshment provision for preschool children attending an authority establishment on a whole day basis.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
58	<u>School Transport</u>	
58.1	To make arrangements for the provision of home to school transport for school pupils and preschool children in line with Council policy, including the appointment of escorts and attendants as required.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
58.2	To approve the agency agreement with Strathclyde Passenger Transport for the procurement and monitoring of home to school transport, including the financial arrangements, in consultation with the Chief Officer (Assets and Procurement).	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
59	<u>Social Work (General)</u>	
59.1	<p>To carry out the functions of the Council in terms of the relevant sections of the Social Work (Scotland) Act 1968 under which the Council is required to promote Social Welfare by making available advice, guidance and assistance on such a scale as may be appropriate for its area:</p> <p>(a) To make loans or grants in accordance with Notes of Guidance approved by the Council up to a limit of £1,000 in any one month in respect of any one family or child.</p> <p>(b) To give any other appropriate assistance, including provision for the storage of furniture in cases of emergency.</p> <p>in calculating the amount given or lent for the purposes of this provision, account should be taken of any additional payment made in terms of Section 12 otherwise authorised.</p>	Chief Officer, Health and Social Care Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Health and Social Work Managers Chief Officer (Adult Social Work Services) Locality Social Work Managers, Adult Social Work Care Group Managers, Community Care Service Managers, Adult Social Care Senior Education and Family Manager (Social Work) Education and Family Manager (Social Work)
59.2	To implement MAPPA Guidance in assessing and managing risks posed by certain offenders and to jointly establish arrangements for the assessment and management of the risks posed by any person who, under Part 2 of the Sexual Offences Act 2003 has been:	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services) Manager, Justice

No.	Delegation	Officers with Delegated Authority
	<ul style="list-style-type: none"> (a) convicted on indictment of an offence inferring personal violence and is subject to a supervised release order (b) released from imprisonment or detention or under supervision by an order or licence (c) acquitted of an offence inferring personal violence on the ground of insanity and is subject of a restriction order made in respect of discharge orders (d) prosecuted on indictment for such an offence but found to be insane (e) considered by the responsible authorities to be a person who may cause serious harm to the public at large. 	<p>Senior Education and Family Manager (Social Work)</p> <p>Education and Family Manager (Social Work)</p>
59.3	To work with the responsible authorities and draw up a memorandum setting out arrangements to cooperate with each other and ensure such arrangements are established, implemented and reviewed and that persons subject to such arrangements are appropriately monitored.	<p>Chief Social Work Officer (Education, Families, Justice and Integrated Practice)</p> <p>Chief Officer (Adult Social Work Services)</p> <p>Senior Education and Family Manager (Justice Social Work)</p> <p>Education and Family Managers (Justice Social Work)</p>
59.4	To enter into agreements with other local authorities in respect of Social Work services used by more than one local authority.	<p>Chief Officer (Health and Social Care)</p> <p>Chief Social Work Officer (Education, Families, Justice and Integrated Practice)</p> <p>Chief Officer (Adult Social Work Services)</p>
59.5	To delegate to such officers of the Council as are registered Social Workers, as they may determine, for such times and during such periods, as they may determine, power to discharge the responsibilities of the Chief Social Work Officer (Education, Families, Justice and Integrated Practice).	Chief Social Work Officer (Education, Families, Justice and Integrated Practice)
59.6	To authorise or approve and execute on behalf of the Council individual support agreements with individual service users up to an annual value of £100k.	<p>Chief Officer, Health and Social Care</p> <p>Chief Social Work Officer (Education, Families, Justice and Integrated Practice)</p> <p>Chief Officer (Adult Social Work Services)</p>
60	<u>Social Work (Adult)</u>	
60.1	<p>To carry out the functions of the Council in terms of the following Sections of the Adult with Incapacity (Scotland) Act 2000.</p> <p>(a) Under Part 3 – Access to Funds - where it becomes known that an adult whose capacity is impaired, where concerns exist about their ability to manage their financial affairs and there is no other appropriate person(s) willing or able to do this on their behalf or to give consideration to using the</p>	<p>Chief Social Work Officer (Education, Families, Justice and Integrated Practice)</p> <p>Chief Officer (Adult Social Work Services)</p> <p>Senior Managers (Adult Social Work)</p>

<u>No.</u>	Delegation	Officers with Delegated Authority
	<p>access to funds scheme. Once it is clear that intervention is appropriate Access to Funds Case Conference should be convened. Final decisions will be made by the Locality Social Work Manager on behalf of the Council</p> <p>(b) Under Part 3 - To seek that Treasury managers issue bank mandates which will enable the council to open and manage “designated accounts” in the name of North Lanarkshire Council in favour of an adult who is unable to manage their own financial affairs</p> <p>(c) Under Part 6 - To apply for an Intervention or Guardianship order where no other person has, or is likely to apply, in order to safeguard the adult’s personal welfare or financial affairs.</p>	Locality Social Work Managers (Adult Social Work)
60.2	<p>To carry out the functions of the Council in terms of the Adult Support and Protection (Scotland) Act 2007.</p> <p>(a) Section 51 (1) – to act on directions from Scottish Ministers on who will act as Council Officers under the Act</p> <p>(b) To carry out the functions of the Council in terms of the Adult Support and Protection (Scotland) Act 2007 and the related Code of Practice (excluding those functions prescribed by sections 5-10 16, 40, 42 and 43).</p>	<p>Chief Social Work Officer (Education, Families, Justice and Integrated Practice)</p> <p>Chief Officer (Adult Social Work Services)</p> <p>Senior Manager (Adult Social Work)</p> <p>Senior Education and Families Manager Locality Social Work Manager</p> <p>Education and Families Manager (Social Work)</p>
60.3	To enter into agreements with other local authorities in respect of Social Work services used by more than one local authority.	<p>Chief Officer, Health and Social Care</p> <p>Chief Social Work Officer (Education, Families, Justice and Integrated Practice)</p> <p>Chief Officer (Adult Social Work Services)</p>
61	<u>Social Work (Children and Young People)</u>	
61.1	To carry out the functions of Council in terms of the Social Work (Scotland) Act 1968.	<p>Chief Officer (Health and Social Care)</p> <p>Chief Social Work Officer (Education, Families, Justice and Integrated Practice)</p> <p>Chief Officer (Adult Social Work Services)</p> <p>Senior Education and Families Managers (Social Work)</p> <p>Health and Social Work Managers</p> <p>Senior Managers (Adult Social Work)</p> <p>Education and Families Managers (Social Work)</p>
61.2	To carry out the functions of the Council in terms of Section 143 of the Children’s Hearings (Scotland) Act 2011 which outlines the responsibility of the Council to transfer a child subject to a supervision requirement in cases of urgent necessity.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice)

No.	Delegation	Officers with Delegated Authority
		Senior Education and Families Managers (Social Work)
61.3	To carry out the relevant functions of the Council in relation to the adoption of children in terms of the Children (Scotland) Act 1995 (excluding those functions prescribed by sections 19, 20, 21, 26A and 27), the Adoption (Scotland) Act 1978 and the Children's Act 1975 (excluding those functions prescribed by sections 34, 39, 40 and 50) and the Adoption and Children (Scotland) Act 2007 (excluding those functions prescribed by sections 1, 4, 5, 6, 9, 10, 11, 12, 19, 26, 45, 47, 48, 49, 51, 71, 80, 90, 99, 101 and 105) and associated Adoption Agencies (Scotland) Regulations 2009.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services) Senior Education and Families Managers (Social Work) Education and Families Managers Social Work
61.4	Following the appointment by the Council of an Adoption, Fostering and Family Placement Panel in terms of paragraph 7(1) of the Adoption Agencies (Scotland) Regulations 1996, and paragraph 3(1) the Adoption Agencies (Scotland) Regulations 2009 to carry out the remaining functions of the Council as local authority under the regulations.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Senior Education and Families Managers Social Work
61.5	Following the appointment by the Council of an Adoption, Fostering and Family Placement Panel in terms of paragraphs 3(1) of the Adoption Agencies (Scotland) Regulations 2009 and paragraph 17(1) of the Looked After Children (Scotland) Regulations 2009 to carry out the remaining functions of the Council as local authority under those regulations.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Senior Education and Families Manager Social Work
61.6	To consider and determine recommendations by the Adoption, Fostering and Family Placement Panel for assistance with legal fees (up to an amount considered reasonable by the Chief Officer (Legal and Democratic)).	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Senior Education and Families Managers Social Work
61.7	To consider and determine recommendations by the Adoption, Fostering and Placement Panel in terms of the Adoption Support Services and Allowances (Scotland) Regulations 2009 for assistance in terms of post adoption support either in kind or financial support.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Senior Education and Families Managers Social Work Education and Families Manager (Corporate Parenting)
61.8	To exercise the powers conferred on the Council by the Curators <u>ad litem</u> and Reporting Officers (Panels) (Scotland) Regulations 2001 with regard to the appointment of persons to Panels of Curators <u>ad litem</u> and Reporting Officers for the purposes of Section 108 of the Adoption and Children (Scotland) Act 2007.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services)
61.9	After consultation with the respective Convener and Vice-Convener, to authorise payment to foster carers or other carers of children looked after by the Council, in terms of Section 26 of the Children (Scotland) Act 1995, of special fostering allowances, up to a maximum of double the ordinary allowance or such other maximum as is agreed by Committee, considered necessary to avoid hardship to a family in financing the construction of	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services) Manager, Children and Families

No.	Delegation	Officers with Delegated Authority
	additional accommodation required to provide for the foster or other children concerned and subject to a report to the Committee as soon as possible thereafter the amount of the special allowance so authorised.	
61.10	To consider and determine recommendations by the Adoption, Fostering and Family Placement Panel and Foster Carer Review Panels in terms of paragraphs 25 of the Looked After Children (Scotland) Regulations 2009 and paragraph 10 of the Adoption Agencies (Scotland) Regulations 2009 to review original decisions made in connection with fostering and adoption matters.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Chief Officer (Adult Social Work Services)
61.11	To consider and make decision on admissions to secure accommodation, and implement secure accommodation authorisations in accordance with the Children’s Hearing (Scotland) Act 2011 (Implementation of Secure Accommodation Authorisation) (Scotland) Regulations 2013.	Chief Social Work Officer (Education, Families, Justice and Integrated Practice) Senior Managers Education and Families (Social Work, Children and Families) Chief Officer Adult Social Work
62	<u>Sports Ground Safety</u>	
62.1	To act as, and to appoint, authorised officers for the purposes of Section 11 of the Safety of Sports Ground Act 1975 and the Fire Safety and Safety at Places of Sports Act 1987 who may enter a sports ground at any reasonable time, make an inspection and enquiries relating to the stadium as considered necessary for the purposes of those Acts and examine records of attendance at the ground and records relating to the maintenance of safety at the ground.	Chief Executive Depute Chief Executive Chief Officer (Legal and Democratic) Chief Officer (Asset and Procurement) Chief Officer (Community Operations) Built Environment Manager Building Standards Manager Operations) Building Standards Manager (Compliance) Private Sector Enforcement Manager Senior Building Standards Coordinator (Compliance) Senior Building Standards Surveyors Building Standards Officers
63	<u>Teaching Staff</u>	
63.1	To determine premature retirement requests from Teachers in accordance with guidelines approved by the Council taking account of the financial implications.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)

No.	Delegation	Officers with Delegated Authority
63.2	To determine leave of absence requests with salary to enable teachers to undertake relevant courses provided the decision does not give rise to parttime education in schools.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
63.3	To approve the attendance of staff on foreign youth exchange visits where the Council requires to be represented.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Community Learning and Inclusion Manager
63.4	To determine the staffing structure in educational establishments in accordance with the policies approved by the Council and to arrange for the appointment of staff.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) All Heads of Establishment
63.5	To transfer teaching staff in accordance with the policy approved by the Council and, where appropriate, to pay transfer expenses.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South)
63.6	To exercise the discretionary powers available in implementation of conditions of service in relation to teachers in employment of the Council.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager
63.7	To authorise the employment of teachers in receipt of occupational pensions where necessary to ensure the provision of education.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager
63.8	To grant unpaid leave of absence up to a maximum of two years to enable teachers to undertake voluntary service in other world countries in accordance with any guidelines from time to time approved by the Council.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager
63.9	To authorise teachers to take up temporary positions outwith North Lanarkshire and to appoint teachers from elsewhere to posts in North Lanarkshire on a temporary basis.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager
63.10	To make staffing appointments to approved posts taking account of the current financial position.	Depute Chief Executive Chief Officer (Education- North) Chief Officer (Education – South) Education and Families Manager

No.	Delegation	Officers with Delegated Authority
63.11	To agree with the Roman Catholic Church the arrangements for the approval of teachers in Roman Catholic schools.	Depute Chief Executive Chief Officer (Education - North) Chief Officer (Education – South) Education and Families Manager

BREAKDOWN OF BUSINESS & DIGITAL DELEGATIONS

APPENDIX 2

No.	Delegation	Officers with Delegated Authority
3	<u>Best Value, Corporate Governance and Good Governance</u>	
3.1	<p>Local Authority Accounts (Scotland) Regulations 2014:</p> <ul style="list-style-type: none"> • In respect of Regulation 5(2) - to conduct a review at least once in each financial year of the effectiveness of its system of internal control. • In respect of Regulation 5(3) - the findings from the review at 5(2) “must be considered at a meeting either of the local authority or of a committee of the local authority whose remit includes audit or governance functions”. • In respect of Regulation 5(4) - a local authority in Scotland the statement is an annual governance statement • In respect of Regulation 5(5) - annual governance statement must be signed by the Chief Executive and Leader of the Council. 	<p>Chief Officer (Business and Digital) to be replaced by Chief Officer (Strategy and Engagement) Business Strategy Manager Strategy and Performance Manager</p>
3.2	<p>To act as Proper Officer for the following statutory purposes in respect of the statutory requirements indicated.</p> <p>Local Government (Scotland) Act 1973</p> <p>Section 14 - Best Value and Accountability - Secure continuous improvement in performance whilst maintaining balance between quality and cost.</p>	<p>Chief Officer (Business and Digital) to be replaced by Chief Officer (Strategy and Engagement) Business Strategy Manager Strategy and Performance Manager</p>
12	<u>Community Empowerment</u>	
12.2	<p>In accordance with the Community Empowerment Act 2015</p> <ul style="list-style-type: none"> • To form a Community Planning Partnership 	<p>Chief Executive Depute Chief Executive Chief Officer (Business and Digital) to be replaced by Chief Officer (Strategy and Engagement)</p>

<u>No.</u>	<u>Delegation</u>	<u>Officers with Delegated Authority</u>
		Business Strategy Manager
14	<u>Complaints</u>	
14.1	<p>Section 16B (5) Scottish Public Services Ombudsman Act 2002</p> <p>Implement a Model Complaints Handling Procedure and make arrangements for the recording, reporting, learning from and publicising complaints through the Complaints Performance Indicators and Framework</p>	<p>Chief Officer (Business and Digital) to be replaced by Chief Officer (Strategy and Engagement) Business Strategy Manager</p>
23	<u>Data Sharing</u>	
23.1	<p>In accordance with the Information Commissioners Office Data Sharing Code of Practice.</p> <ul style="list-style-type: none"> • To agree shared services, shared information, system federations with other authorities, National Bodies and Boards including the Digital Office, National Shared Services (NSS) and Community Planning Partners 	<p>Chief Officer (Business and Digital) to be replaced by Chief Officer (Legal and Democratic) Business Strategy Manager</p>
39	<u>Information Technology (IT)</u>	
39.1	To operate a strategic IT Enterprise Architecture Governance methodology and process to control the IT Landscape within the Council	<p>Chief Officer (Business and Digital) to be replaced by Chief Officer (Finance and Technology)</p>
39.2	To develop, implement and maintain an appropriate Council ICT and Digital Strategy	<p>Chief Officer (Business and Digital) to be replaced by Chief Officer (Finance and Technology) Business Strategy Manager</p>
39.3	Develop, implement and maintain effective ICT security, including cyber security, protocols	<p>Chief Officer (Business and Digital) to be replaced by Chief Officer (Finance and Technology) Technology Strategy Manager</p>

No.	Delegation	Officers with Delegated Authority
39.4	To establish and ensure compliance with a corporate framework of policy and standards in respect of the acquisition and use of ICT services and assets	Chief Officer (Business and Digital) to be replaced by Chief Officer (Finance and Technology) Technology Strategy Manager
39.5	To approve any amendments and additions in respect of the Council's corporate network and ICT infrastructure	Chief Officer (Business and Digital) to be replaced by Chief Officer (Finance and Technology) Technology Strategy Manager
39.6	To determine and maintain the Councils approved ICT catalogue and associated items	Chief Officer (Business and Digital) to be replaced by Chief Officer (Finance and Technology) Technology Strategy Manager

Scheme of Delegation Summary of Amendments**March 2025 Update**

Section	Amend From	Amend To
1.1	Addition	To exercise the powers of the Employer in respect of contracts in which the Council is Employer including, without prejudice to the foregoing generality, contracts under the Institution of Civil Engineers Conditions of Contract; NEC Engineering and Construction Conditions of Contract; conditions of contract; SBCC Standard Building Contract with Quantities for use in Scotland; SBCC Measured Term Contract for use in Scotland, and SBCC Minor Works Building Contract for use in Scotland.
6.2	To determine and make payment of grants and loans (with the exception of loans granted through Business Loans Scotland) to businesses, individuals or community and voluntary organisations as determined by the operating guidelines of the respective programme	To determine and make payment of grants and loans (with the exception of loans granted through Business Loans Scotland) to businesses, individuals or community and voluntary organisations as determined by the operating criteria and guidelines of the respective programme.
6.3	Addition	To appoint consultants to deliver services through the Lanarkshire Business Gateway Expert Help Service Framework.
6.4	Addition	To deliver Lanarkshire Business Gateway Services in accordance with the Business Gateway National Service Specification and associated Programme Rules.
17.1	To respond to consultations from the Scottish Government on proposals under Sections 36 and 37 of the Electricity Act 1989 to provide comments or confirm no objection	To respond to consultations from the Scottish Government on proposals under Sections 36 and 37 of the Electricity Act 1989 to provide comments or confirm no objection and to determine any application to discharge planning conditions imposed by the Scottish Government on consents issued under those sections.
19.1	Seek Quotations for Supplies, Services or Works up to the threshold levels as set out in General Contract Standing Orders	As procuring officer, to undertake a Quotations process in accordance with the Council's General Contract Standing Orders: for Supplies/Services below £50,000, or for Works below £500,000.
19.2	Commence a Contract Award Procedure for Supplies, Services or Works up to the threshold levels as set out in General Contract Standing Orders	As procuring officer, to undertake a Non-Regulated Procurement in accordance with the Council's General Contract Standing Orders: for Works in excess of £500,000 up to the Financial Thresholds for Regulated Procurements
19.3	Addition	As procuring officer, to undertake a Regulated Procurement in accordance with the Council's General Contract Standing Orders. Note – Financial thresholds for Regulated Procurements are generally set every two-years and current thresholds are stated within SPPN 5/2-2023

19.4	Ensure a high level of diligence in the evaluation of quotations and/or tender proposals per the standard of assurances set out in General Contract Standing Orders and any other stated contract requirement	As an officer with an associated Procurement Role of “Evaluator”, to ensure a high level of diligence in the evaluation of quotations and/or tender proposals per the standard of assurances set out in General Contract Standing Orders and any other stated contract requirement.
19.5	Award a Contract up to the threshold levels as set out in General Contract Standing Orders	Award a Contract up to the threshold levels where the responsibility sits with the Chief Officer (Assets and Procurement) as set out in General Contract Standing Orders and to act as the Proper Officer for the purposes of signing the contract.
19.8	Chief Officers must put in place appropriate arrangements for the management of any contract, to at minimum, satisfy the duties as set out in General Contract Standing Orders	Chief Officers must put in place appropriate arrangements for the management of any contract, to a minimum, satisfy the requirements applicable under “Contract Management” as set out in General Contract Standing Orders.
19.9	Addition	As an officer with an associated Procurement Role of “Contract Manager”, to at minimum, satisfy the “Contract Management” requirements as set out in General Contract Standing Orders
21.6	To enter into arrangements with Scottish Homes, Housing Associations and others in accordance with Schedule 2 of the Local Government Finance Act 1992 to administer Council Tax Benefit, Council Tax Reduction Scheme and discounts on behalf of North Lanarkshire Council for all those resident in the housing authority’s property	To enter into arrangements with Housing Associations and others in accordance with Schedule 2 of the Local Government Finance Act 1992 to administer Council Tax Benefit, the Council Tax Reduction Scheme and discounts on behalf of North Lanarkshire Council for all those residents in the Housing Authority’s properties.
32.4	Addition	To act on behalf of the Council in matters referred to in the Reservoirs (Scotland) Act 2011 for the following purposes: <ul style="list-style-type: none"> • Being SEPA’s contact for all matters related to reservoir management.
32.5	Addition	To develop actions for inclusion in the Flood Risk Management (Scotland) Act 2009 section 38 reports for approval at the Clyde and Loch Lomond Local Plan District Joint Committee. To develop the content of Flood Risk Management (Scotland) Act 2009 section 37 interim reports for approval by the lead Local Authority.
32.6	Addition	To discharge the Council’s power to implement flood protection schemes under Section 60 of the Flood Risk Management (Scotland) Act 2009.
34.12	To submit financial claims and/or monitoring reports for external/grant funding which has been secured by the council and manage/distribute grant funding accordingly in line with the grant terms and conditions	To submit financial claims and/or monitoring reports for external/grant funding which has been secured by the Council and manage/distribute grant funding accordingly in line with the grant terms and conditions, and relevant committee approval, relating to the use and maintenance of external funding.
36.2	Addition	To submit investment plan proposals, change requests and progress reports to the Glasgow City Region (GCR) Programme Management Office for

		consideration in relation to the UK Shared Prosperity Fund or any successor Fund.
50.6	Add in point (h)	(h) to determine any application to discharge planning conditions imposed on a grant of planning permission within the category of major developments as defined in the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009, including applications for approval of matters specified by conditions.
50.11	In terms of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 Building Preservation Notices S.3 Listed Building Enforcement Notices, S34	Following consultation with the Convener or, in their absence the Vice-Convener of the Planning Committee, the local Members and where appropriate, the Chief Officer (Legal and Democratic), to initiate and serve in terms of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997, the following:- Sections 3 and 4 Temporary Listing Building Preservation Notices Section 34 Listed Building Enforcement Notices Section 39A Fixed Penalty Notice where Listed Building Enforcement Notice has not been complied with Section 41A Stop Notices Section 41F Temporary Stop Notices and ancillary thereto, in circumstances considered appropriate by the Chief Officer (Place), to instruct works to be carried out and costs to be recovered.
56.24	To act as Engineer, to be responsible for the appointment of an Engineer's representative, and to be responsible for the control of contracts under the Institution of Civil Engineers Conditions of Contract with the exception of exercise of the Employer's powers	Delete
57.27	Addition	After consultation with the Chief Constable and the Chief Officer (Legal and Democratic) and after informing the appropriate Convener, the appropriate Vice-Convener and the local Members, to arrange for the advertisement of any proposals for the making, revocation or variation of pavement parking Exemption Orders under the Transport (Scotland) Act 2019.
57.28	Addition	In consultation with the Chief Officer (Community Operations) and Chief Officer (Place), to approve pavement parking Exemption Orders, in terms of Section 51 of the Transport (Scotland) Act 2019, subject to the following exclusions:- a) Any proposal where the number of objections outnumber those in support by six or more (multiple objections from one person or one household will count as one objection), and b) Any proposal which is referred to the Reporter as set out in the Pavement Parking Prohibition (Exemption Orders Procedure) (Scotland) Regulations 2022.

57.29	Addition	<p>To implement pavement parking parking Exemption Orders, under the terms of Section 51 of the Transport (Scotland) Act 2019 and the Pavement Parking Prohibition (Exemption Orders Procedure) (Scotland) Regulations 2022, subject to the following exclusions:-</p> <ul style="list-style-type: none"> a) Any proposal where the number of objections outnumber those in support by six or more (multiple objections from one person or one household will count as one objection) and b) Any proposal which is referred to the Reporter as set out in the Pavement Parking Prohibition (Exemption Orders Procedure) (Scotland) Regulations 2022.
57.30	Addition	To enter into agreements with other local authorities in respect of Roads and Transportation Services used by more than one local authority.
57.31	Addition	To work with the responsible authorities and draw up a memorandum setting out arrangements to co-operate with each other and ensure such arrangements are established, implemented and reviewed, and that persons subject to such arrangements are appropriately monitored.
58.14	To implement the schools PPP contract with Transform Schools North Lanarkshire including the approval of payments and setting of penalties	To implement the schools PPP contract with Transform Schools North Lanarkshire, including the approval of payments and the setting of penalties and authorising any variations to the contract.
62.11	Addition	To consider and make decision on admissions to secure accommodation and implementation of secure accommodation authorisations in accordance with the Children's Hearing (Scotland) Act 2011 (Implementation of Secure Accommodation Authorisation) (Scotland) Regulations 2013.