

DELEGATIONS OF AUTHORITY: BUILDING CONTROL

This document replaces any previous delegations given in writing or verbally. It sets out the circumstances in which officers in the Building Control Service are able to exercise delegated powers on behalf of the Chief Executive. For the avoidance of doubt, the Director of Place is able to exercise all powers delegated to the Chief Executive which relate to the Building Control Service function where:

- The Chief Executive is unable to act owing to absence or illness; and
- The matter is so urgent that it cannot await the return of the Chief Executive.

If any matter is not urgent, officers are only entitled to act in the circumstances set out below:

| Reference No | Function | Authorised Officer(s) | Consultation/Limitation |
|--------------|---|--|-------------------------|
| GR1 | Authority to make decisions on plans deposited under the Building Regulations and to issue Completion Certificates. | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |
| GR2 | Authority to issue notices requiring advance payment of Private Street Works charges under Section 220 of the Highways Act 1980 and Exemption notices under Section 219 of the Highways Act 1980. | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |

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| GR3 | Authority to approve plans in relation to elevations, alterations, extensions, additions and other matters submitted to the Council as vendors of land | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |
| GR4 | Authority to take enforcement action under the Building Regulations and Building Act 1984. | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |
| GR5 | Authority to make a declaration that plans approved under the Building Regulations since 1 April 1974 are of no effect where work has not commenced on site within three years of the deposit of plans | Director of Place Assistant Director - Development Interim Building Control Manager Senior Building Control Officer | |

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| GR6 | Power to take all necessary action on dangerous buildings in cases of emergency including the serving of notices under Section 77 of the Building Act 1984. | <p>Director of Place</p> <p>Assistant Director – Development</p> <p>Interim Building Control Manager</p> <p>Senior Building Control Officer</p> | |
| GR7 | Authority to determine requests for Building Regulations house type approvals | <p>Director of Place</p> <p>Assistant Director – Development</p> <p>Interim Building Control Manager</p> <p>Senior Building Control Officer</p> | |
| GR8 | Authority to enter premises under Section 324 of the Town and Country Planning Act 1990 and Section 95 of the Building Act 1984 | <p>Director of Place</p> <p>Assistant Director – Development</p> <p>Interim Building Control Manager</p> <p>Senior Building Control Officer</p> | |
| GR9 | The provision of exits in case of fire under Section 24 of the Building Act 1984 | <p>Director of Place</p> <p>Assistant Director – Development</p> <p>Interim Building Control Manager</p> | |

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| | | Senior Building Control Officer | |
| GR10 | Authority to exercise powers under Sections 47 and 53 of the Building Act 1984 in relation to plans and work by Approved Inspectors. | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |
| GR11 | The control of demolition under Sections 80 and 81 of the Building Act 1984 | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |
| GR12 | Authority to number and renumber new and existing properties | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |

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| GR13 | Power to take all necessary action regarding dangerous structures in cases of emergency involving public safety under Section 78 of the Building Act 1984 | Director of Place Assistant Director – Development Interim Building Control Manager Senior Building Control Officer | |
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Dated: 31.03.2025

Chief Executive



Mike Hill