

## **Appendix 4**

### **Team Functions**

#### **Property**

- Standard Securities
- Charging Orders
- Statutory Notices
- Council House Sales
- Housing – General Advice
- Conveyancing
- Servitudes
- Wayleaves
- Leasing
- Title Reports
- Compulsory Purchase
- Community Empowerment

#### **Environment**

- Planning
- Roads
- Building Control
- Environmental Health
- Tree Preservation Orders

#### **Governance**

- Local Government (Scotland) Act 1973 and associated legislation
- Freedom of Information
- Data Protection
- Information Security
- Pensions
- Trusts
- Charities
- Arms Length External Organisations (ALEOs)
- Common Good
- Adoption and Permanence Panel
- Secretariat support to Trusts/ bodies affiliated with the Council
- RIPSA
- Byelaws/Management Rules
- Intellectual Property
- Human Rights
- Equalities
- Communication
- Constitution (e.g. Standing Orders, Financial Regulations, Scheme of Delegation...)
- Legal Advice and Support to the employment Appeals Committee, School Placings and Exclusions Appeal Committee, Business Rates

### **Litigation**

- Adults with mental incapacity - Guardianship Orders and Intervention Orders
- Adult Support and Protection
- Child Protection
- Issues arising under the Mental Health Care and Treatment (Scotland) Act 2003
- Ordinary residence queries
- Powers of Attorney
- Permanence - Permanence Orders and Permanence Orders with Authority to Adopt
- Issues arising under the Children (Scotland) Act 1995 and the Children's Hearings(Scotland) Act 2011
- Education
- Legal Advice and Support to client services re employment Appeals Committee, School Placings and Exclusions Appeal Committee, Business Rates Appeals Sub-Committee and Social Work Complaints Review Committee.
- Attendance issues including appeals and truancy prosecutions
- Inclusion/Additional Support for Learning issues including appeals to the Additional Support Needs Tribunal for Scotland
- Employment
- Parking Enforcement
- Schools Advice & Appeals
- Displacement
- Judicial Review
- Court of Protection/Public Guardian
- Disability
- Anti Social Behavior Advice
- Evictions

### **Licensing**

- Civic Licensing
- Liquor Licensing
- Gambling