

Table 2 – Scheme of Delegation

Responsibility for executive functions exercised by Cabinet Members, as listed by the Leader (Article 5.02 of the Constitution refers)

Who is responsible (1)	Function (2)	Limitation (3)
<p>Individual member of the Cabinet in relation to the functions set out in column (2), subject to the limitations in column (3).</p> <p>The Cabinet Member making the decision will be the Member allocated the appropriate responsibilities by the Leader, except that (1) where that Member is unable to act (whether through a conflict of interest, illness or absence) another Member of the Cabinet may exercise the function on their behalf, and (2) the Leader will not exercise any executive functions in respect of the provision and financing of adult social care.</p> <p>Any decisions relating to the statutory portfolio for Children's Services under the Children Act 2004 must be taken by or in consultation with the Cabinet Member for Children and Learning</p> <p>The Leader may determine that any</p>	<p>(a) transfers between budget heads within portfolio (virements) and budget monitoring</p> <p>(b) the write-off of irrecoverable debts</p> <p>(c) performance management</p> <p>(d) responses to consultation papers not otherwise delegated to officers</p> <p>(e) bids for funding from external bodies</p> <p>(f) decisions required under Procurement Standing Orders (awarding contracts)</p> <p>(g) acquisition and disposal of land or property</p> <p>(h) compulsory purchase orders for land or property</p> <p>(i) approval of individual business cases of more than £100,000 prior to capital/ invest to save projects proceeding</p> <p>(j) consultation on proposals and publication and determination of statutory notices in respect of changes to school size and</p>	<p>(a) In consultation with the Deputy Leader</p> <p>(b) Between £10,000 and £100,000 not otherwise delegated to the Head of Finance, in consultation with the Deputy Leader</p> <p>(c) Significant performance risk must be reported to the Cabinet as agreed in consultation with the Deputy Leader</p> <p>(f) To a maximum of £1m, in consultation with the Deputy Leader</p> <p>(g) To a maximum of £1m in consultation with the Deputy Leader</p> <p>(i) In consultation with the Deputy Leader</p>

<p>decisions in respect of the functions set out in column (2) are taken collectively by the Cabinet.</p>	<p>structure</p> <p>(k) approval of schools' licensed deficits</p> <p>(l) responses to petitions and committee reports</p> <p>(m) agreement of concordats or other similar agreements or statements of intent with other parties</p> <p>(n) approval of the introduction of: a log-in fee for library visitors; a charge for reading groups requesting a set of books</p> <p>(o) reprofiling capital budget within portfolio and within capital scheme's duration</p> <p>(p) approval of loans to schools</p> <p>(q) adoption of roads, forecourts and other made-up areas as highway maintainable at the public expense</p> <p>(r) authorisation of the Transport Development Control Manager to enter into legal agreements with developers providing for the adoption of new housing estate roads, forecourts and other made-up areas as highways maintainable at the public expense when the work of making up has been satisfactorily completed</p> <p>(s) appointment of lawyers within Legal & Insurance Services to act as Nominee to apply on the Council's behalf as a creditor to administer the Estate of deceased debtors</p> <p>(t) approval of revisions to the Council's partnership governance policy</p>	<p>(k) To a maximum of £1m</p> <p>(o) In consultation with the Deputy Leader</p> <p>(p) To a maximum of £1m in consultation with the Deputy Leader</p>
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	<ul style="list-style-type: none"> (u) authorisation of consultation on the admission arrangements for voluntary controlled and community schools (v) approval of the Fostering and Adoption Services annual Statements of Purpose (w) responses to any consultation by a maintained school's governing body under Section 5 of the Academies Act 2010 (x) on behalf of the Fire and Rescue Authority, to respond to requests from neighbouring Fire and Rescue Authorities for the deployment of Surrey Fire and Rescue Service's resources during periods of industrial (strike) action (y) endorsement of any new speed limit when the Local Committee is in disagreement with the police and local officers (z) declaration of highways or highways land surplus to requirements where it is unnecessary for highway purposes (a1) endorsement of the annual programme for investment of the centrally managed road safety scheme budget 	
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<p>Leader</p>	<ul style="list-style-type: none"> (a) any matter affecting the boundaries of or development within the Green Belt/Areas of Outstanding Natural Beauty/Areas of Great Landscape Value (b) the final decision to open or close a school (c) the establishment of and recruitment to posts evaluated with a pay band in excess of £100k and consultants on contracts over £50k (d) expenditure against the agreed Policy Initiatives Budget (e) determination of whether a school converting to an academy has a surplus and, if so, the amount of the surplus, under Section 7 of the Academies Act 2010 	<p>(c) / (d) Any such decision in respect of Adult Social Care posts/consultants/funding is delegated to the Deputy Leader</p>
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