

Part 2 General Delegation to Officers

The Council's management structure is led by the Chief Executive, who has statutory responsibilities as head of paid service.

The post holders listed below or any successor post holder subsequent to any reorganisation, or any temporary replacement post holder nominated in accordance with paragraph 1.2 of the Scheme, are authorised to exercise the functions of the County Council (executive and non-executive) relating to their areas of responsibility, which are summarised below, subject to the limitations set out in Part 1 of the Scheme.

TITLE OF POSTHOLDER	SUMMARY OF AREA OF RESPONSIBILITY
Chief Executive	Head of paid service and responsible for the overall management of the workforce and the authority.
Assistant Chief Executive	Jointly responsible with the Chief Executive and the Strategic Directors for the overall performance of the paid service. Overall responsibility for Communications, Policy and Performance, Public Health and Legal and Democratic Services.
Head of Communications	Responsible for the communications strategy for the Council, and for the management of Communications.
Head of Legal and Democratic Services	The Council's Monitoring Officer in accordance with Section 5 of the Local Government and Housing Act 1989 and Chief Legal Adviser, responsible for the management of Legal and Democratic Services.
Head of Policy and Performance	Responsible for leading the Policy and Performance Service, developing the Council's policy framework, the Council's corporate centre of expertise on performance, quality and project management and provider of the Council's internal audit function.
Director of Public Health	Responsible for leading the Public Health Service, including the public health mandatory and non mandatory functions that include delivering the health improvement, health protection and healthcare quality functions of the council.

TITLE OF POSTHOLDER	SUMMARY OF AREA OF RESPONSIBILITY
Strategic Director for Adult Social Care	<p>Jointly responsible with the Chief Executive and other Strategic Directors for the overall performance of the paid service.</p> <p>The statutory Director of Adult Social Services under section 6 of the Local Authority Social Services Act 1970, with overall responsibility for services to older people, people with learning, physical and sensory disabilities, people with mental health problems and substance abuse.</p>
Assistant Director for Adult Social Care - Personal Care and Support	Responsible for the development, implementation, management and review of the Council's strategy, policy for and managing services for older people, people with learning, physical and sensory disabilities, people with mental health needs and for substance misuse, for managing the Council's Home Based Care Service and for acting as the Council's Caldicott Guardian.
Assistant Director for Adult Social Care - Commissioning	Responsible for the development, implementation and review of joint commissioning arrangements with health and other partners, the Council's strategy and policy for commissioning across the Directorate and managing services for safeguarding, quality assurance, performance and carers.
Assistant Director for Adult Social Care - Transformation	Responsible for the development, implementation and review of the Council's strategy and policy for transformation of adult social care services across the directorate and the strategic leadership of change management.
Assistant Director for Adult Social Care - Service Delivery	Responsible for the development, implementation and review of the Council's strategy and policy for managing internally provided services, including regulated services, and related projects regarding services for older people, people with learning, physical and sensory disabilities, people with mental health problems and substance misuse, with the exception of the Home Based Care Service.
Strategic Director for Business Services	<p>Jointly responsible with the Chief Executive and other Strategic Directors for the overall performance of the paid service.</p> <p>Overall responsibility for services to support change and efficiency, including Finance, Human Resources and Organisational Development, Property Services, Information Management and Technology, Procurement and Shared Service Centre.</p>

TITLE OF POSTHOLDER	SUMMARY OF AREA OF RESPONSIBILITY
Head of Property Services	Responsible for the provision of corporate and strategic asset management and managing Property Services.
Director of Finance	The Council's S151 officer, responsible for managing the Council's Finance Service, for determining the Council's administration and financial management framework, and for providing lending, borrowing, investment, insurance, corporate governance, internal control and risk management services to the Council.
Head of Human Resources and Organisational Development	Responsible for ensuring coherent HR, OD and organisational learning and development strategies for the Council and for managing Human Resources and Organisational Development.
Head of Information Management and Technology	Responsible for ensuring a coherent and robust strategy for the Council's IMT systems and services and for managing IMT.
Head of Procurement and Shared Service Centre	Responsible for ensuring a comprehensive set of contractual arrangements for the supply of common goods and services to the Council and management of Procurement. Responsible for a fully operational Shared Service Centre, providing finance, HR, payroll, property, procurement and IMT services.
Strategic Director for Children, Schools and Families	Jointly responsible with the Chief Executive and other Strategic Directors for the overall performance of the paid service. The Statutory Director of Children's Services under section 18 of the Children Act 2004 with overall responsibility for these services.
Assistant Director for Schools and Learning	Responsible for leading and managing Education Planning, Schools Leadership, Schools Admissions, the Early Years Service, Commercial Services and the relationship with and commissioning of services from 4S.
Assistant Director for Children's Services	Responsible for providing integrated services for children, young people and families and for managing Children's Services.
Assistant Director for Services for Young People	Responsible for ensuring integrated services for young people in Surrey and for managing Youth Justice, Youth Development, Inclusion and Connexions.

TITLE OF POSTHOLDER	SUMMARY OF AREA OF RESPONSIBILITY
Strategic Director for Customers and Communities	<p>Jointly responsible with the Chief Executive and other Strategic Directors for the overall performance of the paid service.</p> <p>Overall responsibility for Services for Customers and Communities including Fire and Rescue, Customer Services, Trading Standards and Cultural Services.</p>
Head of Cultural Services	<p>Responsible for the management and direction of the Library Service, Adult and Community Learning Service, Registration and Nationality Service, Surrey Arts, the Heritage Service, County Coroner and Surrey 2012 activity. To act as 'proper officer' for the Registration and Nationality Service.</p>
Head of Customer Services	<p>Responsible for developing, leading and delivering the Council's Customer Services Strategy and managing the Council's Contact Centre.</p>
Community Protection Manager	<p>Responsible for the management and direction of the Trading Standards Service.</p>
Head of Fire and Rescue (Brigade Manager)	<p>Overall responsibility for the provision of fire and rescue services under the Fire and Rescue Services Act 2004 and the accompanying National Framework, compliance with all relevant fire safety legislation and all aspects of emergency response including proactive community safety, ensuring effective response to emergency incidents at all times.</p>
Strategic Director for Environment & Infrastructure	<p>Jointly responsible with the Chief Executive and other Strategic Directors for the overall performance of the paid service.</p> <p>Overall responsibility for services for the Environment and Infrastructure Directorate.</p>
Assistant Director Economy, Transport and Planning	<p>Responsible for leading and managing the Travel and Transport, Transportation Development Control, Planning and Economic Development functions of the Council.</p>
Assistant Director Highways	<p>Responsible for leading and managing the Highways, Street Lighting and Countryside functions of the Council, including Structures and Asset Management.</p>
Assistant Director Environment	<p>Responsible for leading and managing the Waste and Sustainability functions of the Council.</p>