

Section 3, 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 |
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| Chief Executive | Head of paid service and responsible for the overall management of the workforce and the authority. |
| Deputy Chief Executive | <p>Jointly responsible with the Chief Executive and the Executive Directors for the overall performance of the paid service. Responsible for the Leadership Office and Economy & Growth Team.</p> <p>Deputise for the Chief Executive when needed and advise the Chief Executive, Leader and Members on the state of delivery of the Council's corporate plans and priorities.</p> |
| Director of Communications and Engagement | Responsible for the communications strategy for the Council, and for the management of Communications. |
| Director HR & OD | Responsible for ensuring coherent HR, OD and organisational learning and development strategies for the Council and for managing Human Resources. |
| Director of Economy & Growth | Responsible for strengthening and driving forward the economy in Surrey, working with partners and local businesses |
| Head of Leadership Office | Responsible for the Leadership support team, coordinating key work across the leadership office and being the link for CLT and their support |
| Executive Director of Commissioning and Strategy | <p>Jointly responsible with the Chief Executive and other Executive Directors for the overall performance of the paid service.</p> <p>Overall responsibility for services within the Strategy and Commissioning Directorate including Strategic Commissioning, Insight, Analytics and Intelligence and Public Health.</p> |

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| Director of Public Health | Responsible for leading the Public Health service, including the Council's health improvement, health protection and health intelligence and effectiveness functions |
| Director Strategic Commissioning | Responsible for promoting an integrated approach to commissioning, in line with the council's strategic commissioning framework. |
| Director of Insights, Analytics & Intelligence | Responsible for 4 teams, working on a number of different topics/projects/issues which are centred around/ strive to deliver or advance the 2030 Community vision/ corporate objectives set out by CLT. Works with both internal colleagues and external partners at varying levels in order to collaborate on those projects |
| System Design Lead | Responsible for managing the Strategic Commissioning Team and the council's strategic commissioning pipeline, and for coordinating Organisation Design activity, which is seeking to develop the council's capabilities, infrastructure and culture in line with its strategic ambitions. |
| Executive Director for Adult Social Care | <p>Jointly responsible with the Chief Executive and other Executive Directors for the overall performance of the employed service.</p> <p>The statutory Director of Adult Social Services under "Guidance on the Statutory Chief Officer Post of the Director of Adult Social Services" (2006), with overall responsibility for services to older people, people with learning, physical and sensory disabilities, people with mental health problems and substance abuse.</p> <p>The Executive Director for Adult Social Care also attends meetings of the Surrey Heartlands CCG/ICS Executive Team.</p> |
| Deputy Director for Adult Social Care Assistant Director Mental Health | <p>Responsible for the continuous improvement of adult social care services, practices and systems to ensure effective commissioning and delivery of services which support the vision of the directorate, comply with statutory responsibilities and deliver positive outcomes for vulnerable people.</p> <p>Deputises for the Executive Director for Adult Social Care.</p> <p>The Principal Social Worker for Adults and the Head of Adult Safeguarding report to the Deputy Director.</p> <p>Responsible for providing strategic leadership and delivery of social care mental health services to adults.</p> |
| Assistant Director, ASC | Responsible for ensuring the effective commissioning |

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| Commissioning | and delivery of services which support the vision of the directorate, comply with statutory responsibilities and deliver positive outcomes for vulnerable people. |
| Area Director (East Surrey, Mid Surrey, NW Surrey & Surrey Heath, and Guildford & Waverley) | Responsible for delivering adult social care services within specific areas to ensure the promotion of residents' wellbeing and to protect people from harm. Provide strategic leadership on specific countywide responsibilities. |
| Area Director, Service Delivery | Responsible for providing strategic leadership and the delivery of internally provided, regulated services to adults across the county. |
| Assistant Director, Learning Disabilities, Autism & Transition | Responsible for providing strategic leadership and delivery of services to adults with learning disabilities and autism and to young people with learning disabilities or autism transitioning to adulthood. |
| Head of Resources and Caldicott Guardian | Responsible, as Caldicott Guardian, for information governance. Responsible for providing strategic leadership for business support services and for the deputyship and financial assessments and benefits services. |
| Executive Director for Resources | Jointly responsible with the Chief Executive and other Executive Directors for the overall performance of the paid service. Responsible for corporate resources and carries statutory responsibilities as a S151 Officer. |
| Director of Corporate Finance | 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. |
| Director of Financial Insights | Responsible for the Finance Business Partners who work directly with services (ASC & PH, ETI, CPG, CFL and corporate support services) plus provision of financial data and insights and the Finance Academy. Lead on the Business Partnering approach across corporate support services. Jointly responsible for continued improvement in Finance. Lead on the financial relationship with Heartlands ICS and Frimley ICS. NED for Surrey Choices. |
| Director of Land and Property | Responsible for the provision of corporate and strategic asset management and managing Property Services. |
| Chief Information Officer | Responsible for ensuring a coherent and robust strategy for the Council's IMT systems and services and for |

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| | managing IMT. |
| Chief Internal Auditor | Responsible for the delivery of internal audit and counter fraud services to Surrey County Council, East Sussex County Council and Brighton & Hove City Council as part of the Orbis Partnership. |
| Director – Law and Governance | 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 Business Operations | Responsible for a fully operational Shared Service Centre, providing finance, HR, payroll, property, procurement and IMT services. |
| Director Procurement | The Director of Procurement is the Head of Profession for all procurement matters and is responsible for developing and implementing the Council's Procurement Strategy. As such, the Director leads, manages and oversees the delivery of all procurement activity undertaken across the County Council and our Orbis Partnership (with East Sussex County Council and Brighton and Hove City Council). |
| Executive Director for Children, Families and Learning | Jointly responsible with the Chief Executive and other Executive 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 Children, Families and Lifelong Learning services. |
| Director – Education, Life Long Learning and Culture | Responsible for developing educational services that ensure children are given the best start in life and are able to achieve their potential. |
| Director – Family Resilience and Safeguarding | Responsible for managing the Council’s safeguarding and social care services for children, working across the local partnership to ensure that high quality outcomes are achieved. |
| Director – Corporate Parenting | Responsible for the development of new services to deliver improved outcomes for Looked After Children to ensure help is provided when needed, and that children who cannot be safely looked after by their parents are able to move to high quality permanent homes more quickly when appropriate. |
| Director – Quality & Performance | Responsible for strategic and operational planning, developing stronger partnerships, increasing capacity for supporting specific service improvement strategies, implementing more robust performance management and quality assurance of operational services; and |

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| | achieving strong engagement with service users and other key stakeholders. |
| Executive Director for Communities and Transformation | Jointly responsible with the Chief Executive and other Executive Directors for the overall performance of the paid service. Responsible for developing, leading and delivering: The overall communities strategy linked to the organisational priority to empower communities. Customer services strategy and the frontline customer services function. Cultural strategy and related services (libraries, arts, heritage, registrations). Community partnerships and engagement. Transformation strategy and overall transformation programme. |
| Head of Customer Services | Responsible for developing, leading and delivering the Council's Customer Services Strategy and managing the Council's Contact Centre. |
| Head of Culture, Libraries & Registration | Responsible for effectively developing, leading and delivering the Council's cultural and registration services for the benefit of all Surrey residents, i.e. children, young people and adults. |
| Head of Customer Strategy and Futures | Responsible for the operational delivery of the Council's Customer Services function, including Contact Centre, Web & Digital Services, Customer Relations & Blue Badge service |
| Head of Portfolios | Responsible for oversight and effective delivery across transformation portfolios / programmes. This includes governance, reporting & risk management |
| Head of Design | Responsible for effective design across transformation portfolios and programmes. |
| Head of Community Partnerships & Engagement | Responsible for the design and implementation of the local community engagement & involvement model, Your Fund Surrey, Member Community Allocations and the delivery of local decision making through Local and Joint Committees |
| Chief Fire Officer and Head of the Community Protection Group | 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. |
| Head of Emergency Management | Responsible for the management and direction of Emergency Management function within the council. |

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| Head of Trading Standards | Responsible for the management and direction of the Buckinghamshire and Surrey County Councils Joint Trading Standards Service. |
| Head of Coroners | Responsible for the management and direction of Coroners Service. |
| Executive Director for Environment, Transport & Infrastructure | <p>Jointly responsible with the Chief Executive and other Executive Directors for the overall performance of the paid service.</p> <p>Overall responsibility for services for the Environment, Transport and Infrastructure Directorate including Waste, Highways & Transport and Place Development Services.</p> |
| Director - Environment | Responsible for leading, developing and managing the Environment Functions including management of: Surrey waste disposal function; Greener Futures Ambition and climate change; the responsibilities of a lead flood authority and as sponsor of major flooding schemes including the River Thames Scheme; the County Councils natural environment and biodiversity responsibilities, our countryside estate and public rights of way. |
| Director - Highways & Transport | Responsible for leading and managing the Highways & Transport functions (both statutory and non-statutory) including; Highways Asset and Network Management strategy development and delivery of associated activities, Transport Policy development and delivery of associated strategic and local activities, including active travel and road safety, and provision of public & community buses and concessionary travel schemes. |
| Director – Infrastructure, Planning and Major Projects | Responsible for the Council’s Planning Service, design and delivery of infrastructure schemes and major projects and placemaking. |