

Director for Public Service Reform

Note: This scheme will come into effect from 1 November 2017.

Part 1: Functions Delegated to the Director

The Director for Public Service Reform shall exercise the following functions as shown. The Director may delegate functions for which they are the Proper Officer to another member of their staff.

No.	Function	Proper Officer
Generic Director Functions		
1.	To exercise the day-to-day functions of the local authority with regard to the efficient and effective running of the Public Service Reform Directorate, within the agreed policies and budget of the local authority.	Director for Public Service Reform
2.	Authority to act and exercise any of the powers delegated to the Director for Public Service Reform in the Director's absence or in the event of an emergency.	The relevant Director shall deputise in all areas that the Director for Public Service Reform may act. In their absence, another Director may act.
3.	To authorise officers to act in connection with the powers and duties conferred on the Council to institute or defend proceedings before any court and to appear on behalf of the Council before a court in any proceedings instituted by the Council, or on the Council's behalf, or against the Council.	Director for Public Service Reform
4.	To authorise the attendance of officers at courses and meetings of professional and specialist bodies within approved estimates.	All Directors
5.	To authorise specific research projects by any outside body relating to the work of the Council affecting the work of the Directorate.	Director for Public Service Reform
Public Health Functions		
6.	To exercise the day-to-day functions of the local authority with regard to the efficient and effective running of the Public Health function, within the agreed policies and budget of the local authority.	Director of Public Health

No.	Function	Proper Officer
7.	To exercise the statutory functions of the Director of Public Health. These responsibilities may be delegated in writing to named public health consultants.	Director of Public Health

Part 2: Functions Delegated to the Director in Consultation or Conjunction with Other Officers

No.	Function	In consultation or conjunction with
8.	To respond to outside bodies including Central Government Departments on matters of a professional or operational nature, within the department's remit and within established Council policy.	Other relevant Directors
9.	To respond to Government circulars and new aspects of current legislation which fall within the portfolios of the Cabinet member for Children's Services where the Council has already established its overall policy framework. Details of the response are to be sent to the relevant opposition representatives.	Other relevant Directors and the appropriate Cabinet Member
10.	To undertake consultation and liaison relating to the nature of the service in the authority and to proposed changes in any policy.	The relevant Cabinet Member and Deputy Leader
11.	To authorise the publication and dissemination of information and publicity relating to the Directorate in the authority, in accordance with policies agreed by the Council.	Corporate Communications and the relevant Cabinet Member
Section 223 of the Local Government Act 1972		
12.	To authorise officers to appear on behalf of the Council in proceedings being conducted in the Magistrates Court.	Director of Law
13.	To sign all legal and quasi-legal agreements between the Council and outside parties.	Director of Law
14.	To enter into contracts for the provision of services to outside bodies, including Governing Bodies.	Director of Law

No.	Function	In consultation or conjunction with
Children's Services Commissioning		
15.	To enter into arrangements with the public, private, and voluntary sectors for the provision of facilities and services delegated to the Director for Children's Services.	Director for Children's Services
Adult Social Care Commissioning		
16.	To enter into arrangements with the public, private, and voluntary sectors for the provision of the facilities and services delegated to the Director for Adult Social Care.	Director for Adult Social Care
17.	<p>To enter into agreements with the H&F CCG and / or other NHS bodies in accordance with section 75 of the National Health Services Act 2006 including:</p> <p>(a) the pooling of local authority and NHS funds.</p> <p>(b) agreeing to joint and / or lead agency commissioning arrangements.</p> <p>(c) agreeing to joint and / or lead agency integrated provision of services.</p> <p>(d) the sharing of information systems on such terms as he considers appropriate.</p>	Director of Law, the Chief Executive, and the Director for Adult Social Care
Public Health Commissioning		
18.	To enter into arrangements with the public, private, and voluntary sectors for the provision of facilities and services delegated to the Director for Children's Services.	Director for Public Health