

# Part 2: Chapter 4

## Delegations to Chief Officers

### 4.1 Chief Officers' delegated authority

The general principles behind the delegated authority (powers) of Chief Officers are as follows:

- 4.1.1 if a function, power or responsibility has not been specifically reserved to the County Council, a Committee or the Executive, the Chief Officer within whose remit the matter falls is authorised to act;
- 4.1.2 the County Council, its Committees and the Executive will make decisions on matters of significant policy. Chief Officers have express authority to take all necessary actions to implement County Council, Committee and Executive decisions that commit resources, within agreed budgets in the case of financial resources, as necessary and appropriate;
- 4.1.3 Chief Officers are empowered to take all operational decisions, within agreed policies, in relation to the services for which they are responsible;
- 4.1.4 in relation to all delegated authority conferred on Chief Officers by this Constitution, the Chief Executive may allocate or re-allocate responsibility for exercising particular powers in the interests of effective corporate management or as he or she thinks fit;
- 4.1.5 where there is doubt over the responsibility for the exercise of a delegated power, the Chief Executive, or his or her nominee, is authorised to act.

These delegations should be interpreted widely to aid the smooth running of the County Council, the effective deployment of resources and the efficient delivery of services.

<b>Post</b>	<b>Function and Areas of Responsibility</b>
Chief Executive and Head of Paid Service	<p>Overall: corporate management and operational responsibility (including overall management responsibility for all officers) for all services. Acts as Clerk to Hampshire Fire and Rescue Authority.</p> <p>Authority: to act: authorised to take all necessary action to implement decisions of the County Council, its Committees, and the Executive within overall remit including:</p> <p>committing resources within approved budgets and financial regulations;</p> <p>Determination of remuneration of Chief Officers in consultation with the Leader, subject to ratification by EHCC;</p> <p>service and placing of any necessary statutory or other notices (other than those expressly reserved to the County Council, a Committee or the Executive);</p> <p>power to nominate or authorise any other officer to act on his or her behalf to action any decision</p> <p>The Chief Executive (Head of Paid Service) is the Proper Officer for all statutory purposes other than those expressly reserved to another named officer (by title) in this Constitution.</p>
Deputy Chief Executive	To deputise for the Chief Executive in respect of the functions of overall corporate management and operational responsibility and all services, in the absence of the Chief Executive.
Director of Corporate Resources - Corporate Services and Chief Finance Officer	<p>Overall: Participate in the corporate management of the County Council, as a member of the Corporate Management Team (CMT). Provide financial advice in support the County Council's corporate and departmental strategies and objectives. Responsibility for the proper administration of the County Council's financial affairs, under Section 151 of the Local Government Act 1972 and Audit Regulations 1974. Act as Treasurer to the Hampshire Pension Fund and the Hampshire Fire and Rescue Authority.</p> <p>Provision of all human resource, and advice and guidance in support of the County Council's corporate and departmental strategies and objectives.</p>

	<p>Conduct of all employment matters including the serving of any notices or proceedings.</p> <p>Authority to act: authorised to take all necessary action to implement decisions of the County Council, Committees of the County Council and the Executive within overall remit, including:</p> <p>committing resources within approved budgets and financial regulations;</p> <p>service and placing of any necessary statutory or other notices (other than those within the remit of another Chief Officer or expressly reserved to the Council, a Committee or the Executive);</p> <p>power to nominate or authorise any other officer within the department to act on his or her behalf to action any decision;</p> <p>to agree to terms and conditions for and on behalf of Hampshire County Council in respect of grants under Section 31 of the Local Government Act 2003 and such other grants as may be awarded from time to time.</p> <p>Departmental; responsibility for Finance, Human Resources, IT and the Integrated Business Centre.</p> <p>To act as the Head of Profession for accountants in all departments, ensuring that the appropriate professional standards are met and consistently applied.</p>
<p>Director of Culture, Communities and Business Services</p>	<p>Overall: Participate in the corporate management of the County Council, as a member of the Corporate Management Team (CMT). Provide property, library, museum, archive, countryside, community and regulatory services in support of the County Council's corporate and departmental strategies and objectives.</p> <p>Authority to act: authorised to take all necessary action to implement decisions of the County Council, its committees, and the Executive within overall remit, including:</p> <p>commitment of resources within approved budgets and financial regulations;</p> <p>service and placing of any necessary statutory or other notices (other than those expressly reserved to the County Council, a Committee or the Executive);</p>

	<p>power to nominate or authorise any other Officer to act on his or her behalf to action any decision</p> <p>Departmental: responsibility for property; architectural services; estates and valuation; office accommodation; trading standards; supplies; registration services; births, marriages and deaths; scientific services; fleet management; catering; cleaning; printing; and graphics; IT Services; Sir Harold Hillier Gardens; Library Service; Museum Service; Hampshire Records Office; Arts; Countryside and Community; Rural Affairs; River Hamble Harbour.</p>
<p>Director of Children's Services</p>	<p>Overall: Participate in the corporate management of the County Council's, as a member of the Corporate Management Team (CMT).</p> <p>Provide advice, development and action of children's policies and strategies in support of the County Council's corporate and departmental strategies and objectives, and to fulfil as statutory post holder those functions conferred or exercisable by the County Council as specified in Section 18 of the Children Act 2004.</p> <p>Authority to act: authorised to take all necessary action to implement decisions of the County Council, its Committees and the Executive within overall remit, including:</p> <p>commitment of resources within approved budgets and financial regulations;</p> <p>service and placing of any necessary statutory or other notices (other than those expressly reserved to the County Council, a Committee or the Executive);</p> <p>power to nominate or authorise any other officer to act on his or her behalf to action any decision. Departmental: Responsibility for directing and managing the Children's Services Department.</p>
<p>Director of Adult Services</p>	<p>Overall: Participate in the corporate management of the County Council, as a member of the Corporate Management Team (CMT).</p> <p>Provide adult social care services as statutory post holder pursuant to Section 6 of the Local Authority Social Services Act 1970, through direct provision and commissioning and where appropriate through partnership</p>

	<p>with the National Health Service. Advice on all professional and strategic matters associated with service provision, in support of the County Council's corporate and departmental strategies and objectives.</p> <p>Authority to act: authorised County to take all necessary action to implement decisions of the Council, its Committees and the Executive within overall remit, including:</p> <p>commitment of resources within approved budgets and financial regulations;</p> <p>service and placing of any necessary statutory or other notices (other than those expressly reserved to the County Council, a Committee or the Executive);</p> <p>power to nominate or authorise any other officer to act on his or her behalf to action any decision.</p> <p>Departmental: responsibility for directing and managing the Adult Services Department and its partnership arrangements with external bodies, particularly the National Health Service.</p>
<p>Director of Economy, Transport and Environment</p>	<p>Overall: Participate in the corporate management of the County Council, as a member of the Corporate Management Team (CMT).</p> <p>Provide advice and strategic guidance on highways transportation and waste management and flood and coastal erosion risk management, together with provision of operational services to support these functions, in support of the County Council's corporate and departmental strategies and objectives. Provide planning and environmental services and advice in support of the County Council's corporate and departmental objectives.</p> <p>Provision of all advice and guidance in support of the Council's economic development strategies and objectives, including:</p> <p>creating a skills strategy for Hampshire;</p> <p>developing effective partnerships with relevant agencies;</p> <p>aligning public sector resources to support economic opportunities;</p> <p>collaboration across public sector organisations;</p>

	<p>strengthening the County Council's approach to developing regeneration projects (and more readily using the County Council's delivery capacity across the region and sub-regionally);</p> <p>influencing sub-national economic development activity and resource priorities;</p> <p>interpreting and supporting sub-national economic activity;</p> <p>developing a vision for transport planning and delivery;</p> <p>providing a strategic and operational response to existing arrangements;</p> <p>maximising government investment in Hampshire and exploiting opportunities to fund new infrastructure projects;</p> <p>Authority to act: authorised to take all necessary action to implement decisions of the County Council, its Committees, and the Executive within overall remit, including:</p> <p>commitment of resources within approved budgets and financial regulations;</p> <p>service and placing of any necessary statutory or other notices (other than those expressly reserved to the County Council, a Committee or the Executive);</p> <p>power to nominate or authorise any other officer to act on his or her behalf to action any decision.</p> <p>Departmental: responsibility for transportation; waste management; highways and co-ordination of highways agencies with District Councils and agencies with external bodies (public or private); road safety and traffic management; design and construction of highways; and maintenance of country roads; responsibility for directing and managing planning duties.</p>
<p>Director of Policy and Governance – Corporate Services</p>	<p>Overall: Participate in the corporate management of the County Council, as a member of the Corporate Management Team ('CMT').</p> <p>Authority to act: Authority to take all necessary action to implement decisions of the County Council, its Committees, and the Executive within overall remit,</p>

	<p>including;</p> <p>commitment of resources within approved budgets and financial regulations.</p> <p>service and placing of necessary statutory or other notices (other than those expressly reserved to the County Council, a Committee or the Executive).</p> <p>power to nominate or authorise any other officer to act on his or her behalf to action any decision.</p> <p>Departmental: Responsibility for Policy advice, legal advice, Corporate Communication and Corporate Governance including advice to Members.</p>
<p>Director of Strategic and Business Development – Corporate Services</p>	<p>Overall: Participate in the corporate management of the County Council, as a member of the Corporate Management Team ('CMT').</p> <p>Authority to act: Authority to take all necessary action to implement decisions of the County Council, its Committees, and the Executive within overall remit, including:</p> <p>commitment of resources within approved budgets and financial regulations.</p> <p>service and placing of necessary statutory or other notices (other than those expressly reserved to the County Council, a Committee or the Executive).</p> <p>power to nominate or authorise any other officer to act on his or her behalf to action any decision.</p>

4.2 Without prejudice to Chief Officer's delegated authority, Chief Officers are required to report to their appropriate Cabinet Member on the performance of their Department.