

# Appendix 1

## Article 12 Officers

*This Article describes the management structure of the Authority  
and the responsibilities of the statutory officers*

'Officers' means all employees and staff engaged by the council to carry out its functions. Those engaged under short term, agency or other non-employed situations as well as those employed on a permanent basis are covered.

### 12.01 Management Structure

#### (a) General

The Council may engage such staff (referred to as officers) as it considers necessary to carry out its functions.

#### (b) Chief Officers

The Council will engage persons for the following posts, who will be designated chief officers:

Post	Functions and areas of responsibility
Chief Executive (and Head of Paid Service)	<p>Overall corporate management and operational responsibility (including overall management responsibility for all officers).</p> <p>Provision of professional advice to all parties in the decision making process.</p> <p>Representing the Council on partnership and external bodies (as requested by statute or the Council).</p> <p>Promote the importance of the ethical agenda and to sustain the highest standards of ethical behaviour on the part of the Council's officers in the performance of their duties in accordance with the requirements of the Code of Conduct for Council Employees set out in Section 5B of the Constitution.</p>
Corporate Director Adults & Housing	<p>Community Care, Mental Health, Health Partnerships, Adults and Elderly People, Promoting Independence, Commissioning &amp; Partnership and Housing, Housing Strategies, Asset Management and Investment,</p>

<b>Post</b>	<b>Functions and areas of responsibility</b>
Corporate Director Children's Services	Safeguarding & Family Support, LCSB, CYPSP, Independent Review & Partnership, CAMHS Strategy, Young People's Services, Special Needs and Education Support, Early Years, Childcare, Parenting & Extended Services.
Corporate Director Community & Environment Services	Community & Cultural Services, Environment Services, Planning & Enterprise
Corporate Director of Finance	Shared Services, Finance & Procurement, Audit & Risk, ICT & eGovernment
Corporate Director of Strategy & Business Support Services	Customer Services, Strategy & Service Improvement, Human Resources, Legal & Governance Services

**(c) Statutory Officers**

The Council will designate the following posts as shown:

<b>Post</b>	<b>Designation</b>
Chief Executive	Head of Paid Service
Corporate Director of Finance	Chief Financial Officer (Section 151 Officer)
Corporate Director of Children's Services	Director of Children's Services
Corporate Director Adults & Housing	Director of Adult Social Services
Director of Legal & Governance Services	Monitoring Officer

Such posts will have the functions described in Articles 12.02 – 12.06 below.

**(d) Departmental Structure**

The Head of Paid Service will determine and publish a description of the overall departmental structure for the Council. This will outline the management structure and the deployment of officers.

**(e) Delegations**

Some decisions are made by officers under approved delegated powers. A list of all the functions delegated to chief officers is included in Part 3B of this Constitution.