

DELEGATED DECISION

RESOURCES

10 September 2019



**Authorisation to Exercise Delegated
Powers on behalf of the Corporate
Director of Resources**

**Report of RESOURCES SERVICE GROUPING
John Hewitt, Corporate Director of Resources**

Electoral division(s) affected:
Countywide

Purpose of the Report

- 1 To amend the list of officers authorised within the Resources Directorate to exercise powers delegated to the Corporate Director of Resources.

Executive summary

- 2 The Corporate Director of Resources has reviewed his delegations and amended the list of officers authorised to take decisions on his behalf.

Recommendations

- 3 The Corporate Director of Resources authorises officers to exercise powers delegated to him in accordance with the scheme of delegations set out in appendices 2 to 5 to ensure the efficient day-to-day running of the business within the Resources directorate.

Background

- 4 The Constitution at Part 3, Table 1, paragraph 8 enables Chief Officers and Heads of Service to authorise officers within their service area to exercise powers delegate to them.
- 5 To ensure the efficient day to day running of business within the Resources Directorate it is necessary for the Corporate Director of Resources to authorise officers within the Directorate to exercise some of those powers delegated to him.
- 6 The Corporate Director of Resources has reviewed his delegations to ensure that they remain up-to-date and reflect the needs of the Council.

Contact: Ros Layfield Tel: 03000 269708

Appendix 1: Implications

Legal Implications - Authorisation of delegated powers to officers in accordance with Constitution will enable the Council to effectively discharge its functions.

Finance – None specific within this report.

Consultation – Heads of Service.

Equality and Diversity/Public Sector Equality Duty – None specific within this report.

Human Rights – None specific within this report.

Crime and Disorder – None specific within this report.

Staffing - None specific within this report.

Accommodation – None specific within this report.

Risk - None specific within this report.

Procurement – None specific within this report.

Appendix 2

CORPORATE DIRECTOR OF RESOURCES DELGATED POWERS

To authorise the following Officers to take delegated decisions, in respect of functions outlined in Table 1, paragraph 4, of Durham County Council's Constitution (May 2019 version) on behalf of the Corporate Director of Resources:-

- Head of Corporate Finance and Commercial Services (Jeff Garfoot)
- Head of Digital and Customer Services (Alan Patrickson)
- Head of Finance and Transactional Services (Paul Darby)
- Head of Legal and Democratic Services (Helen Lynch)
- Head of People and Talent Management (Alison Lazazzera)
- Chief Internal Auditor & Corporate Fraud Manager (Paul Bradley)

(Extract from Constitution)

Paragraph

4. In exercising their delegated powers Chief Officers may:-
- (a) Incur, vary and withdraw expenditure including the making of contributions to outside bodies whose objects are complementary to the work of the Council.
 - (b) In consultation, where appropriate, with the relevant Cabinet Portfolio Member, introduce, set and vary as necessary fees and charges for the delivery of services and for the issue of any licence, registration, permit, consent or approval.
 - (c) deal with the following employment issues in accordance with the Council's procedures:
 - (i) engage, suspend, dismiss and deploy staff up to and including Head of Service level;
 - (ii) take disciplinary action against staff up to but excluding appeals against dismissal;
 - (iii) apply conditions of service in accordance with the Council's policies;
 - (iv) permanently regraded posts up to and including Head of Service level with the approval of the Corporate Director of Resources.
 - (v) make establishment changes up to and including Head of Service level;

- (vi) deal with applications for regrading up to and including final appeal, ensuring that the person hearing the final appeal has had no previous involvement in the matter;
- (d) Deploy other resources within their control.
- (e) Within service budgets, accept tenders, place contracts and procure other resources within or outside the Council subject to compliance with the Council's Financial and Contract Procedure Rules.
- (f) Terminate contractual and other commissioning arrangements.
- (g) Serve, receive and act upon notices, give or refuse consents, issue determinations, apply for permissions, make orders, grant licences in the exercise of any discretionary power or in complying with any duty of the Council.
- (h) Exercise virement within the financial limits contained in the Financial Procedure Rules.
- (i) Provide services to other local authorities and organisations.
- (j) Respond to consultations from Government departments and other public bodies.
- (k) Request the Head of Legal and Democratic Services to enforce any bye-laws relevant to their service area.
- (l) Exercise the Council's rights in any company or other form of corporate body of which the Council is a shareholder or member, unless alternative arrangements are specified in the relevant body's articles of association, other governing instrument, any shareholders' agreement or any specified delegations in relation to particular bodies.

In the case of paragraph 4(c)(i) this relates to staff below Head of Service level.

To authorise the following Officers to take delegated decisions, in respect of functions outlined in Table 1, paragraph 4(c)(ii) of Durham County Council's Constitution on behalf of the Corporate Director of Resources:-

Corporate Finance and Commercial Services / Finance and Transactional Services

- Finance Manager (Andrew Gilmore)
- Finance Manager (Andrew Baldwin)
- Finance Manager (Philip Curran)
- Finance Manager (Azhar Rafiq)

- Chief Procurement Officer (Darren Knowd)
- Finance Systems Manager (Briton Peacock)
- HR Operations and Data Manager (Lorraine Anderson)
- Assessment and Awards Manager (Caterina Blackburn)
- Payments, Income and Support Manager (Michelle Waters)
- Pensions Manager (Paul Cooper)
- Finance Manager (Ian Herberson)
- Finance Manager (Beverley White)
- Occupational Health and Safety Manager (Kevin Lough)

Legal and Democratic Services

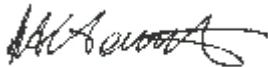
- Deputy Monitoring Officer and Legal Manager Commercial (James Etherington)
- Legal Manager Governance and Litigation (Bryan Smith)
- Legal Manager Children, Adults, and Public Health (Kelsey Clayton)
- Democratic Services Manager (Ros Layfield)
- Principal Registration Officer (Anne Robson)

People and Talent Management

- Strategic Manager- People and Talent Management (Joanne Kemp)

Digital and Customer Services

- Strategic Manager- Schools and Support (Bob Gibson)
- Strategic Manager- Apps and Infrastructure (Steve Hodgson)
- Strategic Manager- Innovation and Business (Lee Spraggon)
- Customer Relations Team Manager (Victoria Murray)



Signed.....Date

John Hewitt
Corporate Director of Resources

**CORPORATE DIRECTOR OF RESOURCES
DELEGATED POWERS**

To authorise the following Officers to take delegated decisions, in respect of functions outlined in Table 7 (extract attached) of Durham County Council's Constitution (May 2019 version) on behalf of the Corporate Director of Resources:-

Table 7

Delegations to the Corporate Director of Resources

Executive Functions

Subject to the requirement set out below and in compliance with the provisions of Table 1 above the Corporate Director of Resources is authorised to discharge any function of the Executive in relation to:-

- The proper administration of the Council's financial affairs
- The provision of Legal and Democratic Services to the Council
- People and Talent Management
- ICT Services
- Coroners
- Land charges
- The Registration of Births, Deaths and Marriages
- Customer Services

In carrying out these delegated functions the Corporate Director will agree arrangements for consultation with the relevant Cabinet Portfolio Member(s) and will refer to the Executive for consideration and decision those matters directed by the said Member(s)

Specific and Non-Executive Delegations

Paragraph of the Constitution	Officer
(i) To authorise the termination of employment of staff by reason of early retirement and or voluntary redundancy, in consultation with the Cabinet Portfolio Holder for Social Inclusion and HR.	
(ii) To determine the early release of pension benefits on compassionate grounds, in consultation with the Cabinet Portfolio Holder for Social Inclusion and HR, having regard to any representations received from Opposition Group Leaders.	

Finance and Corporate Services

Paragraph of the Constitution	Officer
<p>1. To establish an appropriate Debt Management Strategy and Policy and to implement appropriate action to ensure the collection of revenue, council tax and business rates, including making arrangements for the use of Enforcement Agents where appropriate.</p>	<p>Head of Corporate Finance and Commercial Services</p> <p>Head of Finance and Transactional Services</p>
<p>2. The administration of housing benefits, including Discretionary Housing Payments and the administration of the Local Council Tax Support Scheme (from 1 April 2013).</p>	<p>Head of Corporate Finance and Commercial Services</p> <p>Head of Finance and Transactional Services</p>
<p>3. To establish and amend / update the Councils Discretionary Housing Payments Policy.</p>	<p>Head of Corporate Finance and Commercial Services</p> <p>Head of Finance and Transactional Services</p>
<p>4. To establish and amend / update the Council's Welfare Assistance Scheme Policy and to administer applications and awards under the scheme.</p>	<p>Head of Corporate Finance and Commercial Services</p> <p>Head of Finance and Transactional Services</p>
<p>5. To establish and amend / update the Council's Residential Care Charging Policy, in line with the Care Act 2014, and the administration of billing and recovery of charges levied, including making arrangements for Deferred Payment, including:</p> <p>(a) To waive or reduce charges for care services in individual cases.</p> <p>(b) To disregard the value of a property in a financial assessment.</p>	<p>Head of Corporate Finance and Commercial Services</p> <p>Head of Finance and Transactional Services</p>
<p>6. To establish and amend / update the Council's Non-Residential Care Charging Policy, in line with the Care Act 2014, and the administration of billing and recovery of charges levied, including making arrangements for Deferred Payment Arrangements, including:</p> <p>(a) To waive or reduce charges for care services in individual cases.</p> <p>(b) To disregard the value of a property in a financial assessment.</p>	<p>Head of Corporate Finance and Commercial Services</p> <p>Head of Finance and Transactional Services</p>

7. The provision of a Welfare Rights Service and the commissioning of Advice Services, including overseeing the Advice in County Durham Partnership.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
8. To exercise the budgetary control functions referred to the Corporate Director under the Council's Financial Procedure Rules.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
9. To arrange all borrowings, financing and investment in line with the Council's Treasury Management Policy Statement.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
10. To maintain an effective internal audit service.	Chief Internal Auditor & Corporate Fraud Manager
11. To act as lead officer for the Audit Committee.	Chief Internal Auditor & Corporate Fraud Manager
12. To act as the Risk Management Officer Champion and ensure appropriate risk management arrangements are in place across the Council.	Chief Internal Auditor & Corporate Fraud Manager
13. To act as lead officer for maintaining effective corporate governance arrangements and the preparation of the Annual Governance Statement.	Chief Internal Auditor & Corporate Fraud Manager
14. To make appropriate banking arrangements on behalf of the Council.	Head of Corporate Finance and Commercial Services
15. To insure against risks where this is considered appropriate.	Chief Internal Auditor & Corporate Fraud Manager
16. The operation of the Council's accounting systems and payroll.	Head of Corporate Finance and Commercial Services Finance Systems Manager
17. To authorise the release of funds from contingencies as set out in the Revenue Budget and to forecast and to manage the Council's Collection Funds, making adjustments to payments to principal precepting bodies as appropriate.	Head of Corporate Finance and Commercial Services
18. To establish such reserves as required and review them for both adequacy and purpose on a regular	Head of Corporate Finance and Commercial Services

basis.	Head of Finance and Transactional Services
19. To act as Proper Officer for the purposes of the following provisions of the Local Government Act 1972: (a) Section 115(2) (Accountability of Officers); (b) Section 146 (Transfer of Securities on Alteration of Area Etc.)	
20. To write off debts.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
21. To deal with the payment of Coroner's remuneration and expenses.	Head of Corporate Finance and Commercial Services
22. To ensure appropriate financial arrangements across the Council.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
23. To approve premises for the solemnization of marriages and the registration of civil partnerships.	Head of Legal and Democratic Services
24. To appoint Assistant Coroners in accordance with the provisions of the Coroners and Justice Act 2009.	Head of Legal and Democratic Services
25. To authorise expenditure within the approved budget for civic hospitality.	Democratic Services Manager
26. To agree the terms of loans permitted under law.	
27. To make a statutory declaration of local authority mortgage interest.	
28. To respond to notices in relation to EU financial sanctions.	Head of Corporate Finance and Commercial Services Head of Legal and Democratic Services
29. To receive and respond to expressions of interest under Community Right to Challenge, under Part 5, Chapter 2 of the Localism Act 2011.	Head of Corporate Finance and Commercial Services
30. To forecast yield from Business Rates including the completion and submission to Government of the NNDR 1 and NNDR 3 returns, factoring the	Head of Corporate Finance and Commercial Services

implications of the Business Rate Retention Scheme (from 1 April 2013) into the Medium Term Financial Plan and maintaining a Collection Fund in accordance with proper accounting practice.	Head of Finance and Transactional Services
31. To establish and amend / update the Council Tax Exemption for Care Leavers Policy and to administer applications under this policy.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
32. To establish and amend / update the Council's Discretionary Rate Relief Policies and to administer applications under these schemes.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
33. To establish and amend the Council Tax Discretionary Reduction Policy and Business Rates Hardship Relief Policy and administer applications for relief under Section 13A(1)(c) of the Local Government Finance Act 1988.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
34. To liaise with the Schools Forum on School Funding formula allocations and to advise Council on formula changes to ensure compliance with Department for Education guidance and regulations and the proper administration of Dedicated Schools Grant (DSG) allocations, including making applications to the Secretary of State for Education as appropriate for any necessary transfer of funding between the DSG funding blocks.	Head of Corporate Finance and Commercial Services Head of Finance and Transactional Services
35. To apply to the Court of Protection for Deputyship or single orders related to finance and property and to act as dually appointed Financial Appointee or Deputee for those individuals who lack mental capacity and are subject to such orders.	Assessment and Awards Manager
36. To waive or reduce charges for care services in individual cases.	Assessment and Awards Manager
37. To disregard the value of a property in a financial assessment.	Assessment and Awards Manager
38. To ensure appropriate arrangements are in place in respect of the effective administration of pooled DCC and NHS monies included within the Durham Better Care Fund and associated integrated budgets.	

<p>39. In relation to the Pension Fund, to exercise the County Council's function as administering authority relating to the Local Government Pension Scheme including, but not restricted to, the following:</p> <ul style="list-style-type: none"> (a) To ensure that Pension Fund complies with the Local Government Pension Scheme Regulations and all other legislation that governs the administration of the Pension Fund. (b) To exercise discretions the Council as administering authority has, under the regulations governing the Local Government Pension; (c) To administer the financial affairs of the Pension Fund; (d) To agree the write-off of bad debts; (e) To take any decision relating to the investment or management of the Pension Fund that cannot reasonably await the next meeting of the Pension Fund Committee. (f) To authorise, in cases of urgency, the taking of any action by a Manager of the Pension Fund that is necessary in order to protect the interests of the Fund. (g) To maintain all necessary accounts and records in relation to the Pension Fund, including the preparation of the Annual Accounts; (h) To ensure that appropriate arrangements for the administration of benefits are in place, including the calculation of and payment of benefits, and collection of contributions; (i) To manage the triennial valuation of the Pension Fund including the preparation of membership data for actuarial valuation purposes. (j) To ensure appropriate Additional Voluntary Contribution arrangements are in place; (k) To pay death grants in accordance with the agreed Death Grant Procedures (l) To approve the payment of Dependants' Pensions in accordance with the agreed procedures 	<p>Head of Corporate Finance and Commercial Services</p> <p>Pensions Manager</p>
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| <ul style="list-style-type: none"> (m) To maintain the system of internal control. (n) To accept for admission into the Pension Fund employees of authorities and bodies as prescribed in Regulations; (o) To deal with stage 2 appeals under the dispute procedure for the Local Government Pension Scheme. (p) To set the appropriate investment objectives and the strategic asset allocation taking into consideration the Pension Fund's liabilities as calculated by the Pension Fund's Actuary; (q) To monitor and review the investments made by the investment managers and to review their performance against established benchmarks. To report on the Investment Managers' performance to each meeting of the Pension Fund Committee; (r) To manage the Pension Fund's cash flow and allocate funds between investment managers in order to ensure that the Pension Fund's strategic asset allocation is maintained and invest the residual cash balances. (s) To manage the cash balances not allocated to Investment Managers in accordance with the Treasury Management Strategy and Policy approved by the Pension Fund Committee; (t) To arrange and authorise the provision of appropriate Member training, including the attendance at conferences and other similar pension fund related events by Members of the Pension Fund Committee. (u) To prepare and submit the necessary Policy Statements to Pension Fund Committee and to arrange for the implementation and review of those statements, strategies, policies and procedures, as required. These include the Funding Strategy Statement (v) To prepare and submit the necessary plans and principles to the Pension Fund Committee and to arrange for the implementation and review of those plans and principles, as required. These include the Pension Fund Annual Report and the Statement of Investment Principles. | |
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<p>(w) To review the policy on social, environmental and ethical matters on the exercise of rights, including voting rights;</p> <p>(x) To produce as part of the Funding Strategy Statement, an assessment of all the specific risks that can be identified in relation to the management of the Pension Fund.</p> <p>(y) To authorise sending instructions to and completing contracts, deeds or agreements with Border to Coast Pensions Partnership Limited to facilitate transition of assets to and management of collective investment vehicles within the pooled arrangements.</p> <p>(z) To monitor and review the investments made by Border to Coast Pensions Partnership Limited under pooled arrangements and to review performance against established benchmarks. To report on the performance of the investment managers to each meeting of the Pension Fund Committee.</p>	
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People and Talent Management

40. To implement the Council's decisions in relation to Single Status and Job Evaluation.	Head of People and Talent Management
41. To approve the regrading of posts up to and including Head of Service level.	Head of People and Talent Management
42. To offer alternative employment to any permanent employee who becomes surplus to the requirements of the Service or whose employment is at risk through reasons of ill health or other incapacity.	Head of People and Talent Management
43. To determine applications for the extension of sick pay.	Head of People and Talent Management
44. To approve applications for leave of absence in cases not covered by the Council's policies.	Head of People and Talent Management
45. To agree variations to the Council's scheme	Head of People and Talent

for payments towards removal expenses, lodging allowances and legal fees for new employees.	Management
46. To approve overtime payments for employees above Grade 8.	Head of People and Talent Management
47. To authorise redundancy payments to school staff after consultation with the Head of Corporate Finance and Commercial Services.	Head of People and Talent Management
48. To coordinate the Member Training and Development Programme including: (a) management of the approved Member Training and Development Budget and (b) authorisation of Member attendance at conferences, seminars and other training and development events in consultation with the Leader and the Head of Legal and Democratic Services.	Head of People and Talent Management
49. To decide, taking into account the opinion of an independent registered medical practitioner, whether the Local Government Pension Scheme Regulations, a member is eligible for an ill health pension and if eligible, what level of ill health pension the scheme member should be awarded.	Head of People and Talent Management
50. To exercise discretions the Council as an employer has, under the regulations governing the Local Government Pension.	Head of People and Talent Management
51. To negotiate and agree local agreements changing staff terms and conditions of employment.	Head of People and Talent Management
52. To formulate and implement policies relating to employed staff.	Head of People and Talent Management

Legal and Democratic Services

53. To act as Proper Officer for the purposes of the Local Government Acts 1972 and 2000 and all Regulations made there under other than those Proper Officer functions delegated to the Corporate Director, Resources in connection with the administration of the Council's financial affairs. This delegation shall not derogate from the general delegation under Table 1 paragraph	Head of Legal and Democratic Services
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54. To carry out the Proper Officer functions relating to the freedom of the City under the Durham City Council Act 1985.	Head of Legal and Democratic Services
55. To act as Proper Officer for the Registration of Births, Deaths and Marriages Service pursuant to Schedule 29 paragraph 41 of the Local Government Act 1972 including administration of the arrangements for the licensing of premises under the Marriage Act and the appointment of staff.	Head of Legal and Democratic Services
56. To amend the Constitution where necessary to reflect changes in the law or decisions of council bodies or to correct inaccuracies.	Head of Legal and Democratic Services
57. (a) To prepare, negotiate and agree all legal documentation in relation to all land and property in the Council's ownership or for the acquisition of land and property by the Council.	Head of Legal and Democratic Services
(b) To prepare, negotiate and agree all legal documentation other than those contained in sub-paragraph (a) relating to or affecting the functions of the Council.	Head of Legal and Democratic Services
(c) To sign or attest the Council's seal in all legal documents referred to in sub-paragraphs (a) and (b) and all other legal documentation intended to give effect to decisions of the Council.	Head of Legal and Democratic Services
58. (a) To prepare, negotiate and agree all legal documentation in relation to land and property held by the Council as a trustee.	Head of Legal and Democratic Services
(b) To sign or attest the Council's seal to all documents referred to in sub- paragraph (b).	Head of Legal and Democratic Services
59. To sign any notice, demand or other document on behalf of the Council in connection with any actual or contemplated legal or enforcement proceedings.	Head of Legal and Democratic Services
60. (a) Generally, to institute, defend and conduct any legal proceedings relating to the Council's functions or affecting the property, rights or interests of the Council.	Head of Legal and Democratic Services
(b) To commission external legal advice as required.	Head of Legal and Democratic

	Services
(c) To authorise named officers to appear on behalf of the Council in legal proceedings in the Magistrates' Court pursuant to Section 223 Local Government Act 1972.	Head of Legal and Democratic Services
61. To settle any action in any court or tribunal in which the Council is a party or where legal proceedings are indicated providing that any settlement exceeding £50,000 will be subject to prior consultation first with the Corporate Director of Resources as s151 Officer and then with the Leader or Deputy Leader of the Council except in cases of urgency where the settlement is made on the advice of Counsel.	Head of Legal and Democratic Services
62. To settle claims from staff for damage to personal property in accordance with the Council's policies.	Head of Legal and Democratic Services
63. In consultation with the Chairman of the Corporate Overview and Scrutiny Board to make payments or provide other benefits in cases of maladministration in accordance with Section 92 of the Local Government Act 2000 (as amended).	Head of Legal and Democratic Services
64. To: (a) appoint Members as proxies to attend and vote at shareholders meetings of any company of which the Council is a shareholder and (b) undertake the role of company secretary in any company for which the Council provides secretarial or administrative services.	Head of Legal and Democratic Services
65. In consultation with the Chief Executive, to make appointments of Members to local and other outside bodies which are not the subject of report to the Council or the Executive, in consultation with the respective political group leaders.	Head of Legal and Democratic Services
66. To appoint Review Boards under Regulations under Section 34(4) (Determination of Claims and Reviews) of the Social Security Act 1998.	Head of Legal and Democratic Services
67. To make arrangements in relation to appeals against the exclusion of pupils from maintained schools.	Head of Legal and Democratic Services

68. To make arrangements pursuant to Sections 94(1), (1A) and (4) of the Schools Standards and Framework Act 1998 (Admission Appeals).	Head of Legal and Democratic Services
69. To make arrangements pursuant to Section 95(2) of the Schools Standards and Framework Act 1998 (Children to whom Section 87 applies; Appeals by Governing Bodies).	Head of Legal and Democratic Services
70. In consultation with the Corporate Director, Regeneration and Local Services, and the Chairman and Vice-Chairman of the Statutory Licensing Committee or General Licensing and Registration Committee as appropriate, to determine that a particular application shall be considered by the Statutory Licensing Committee or the General Licensing and Registration Committee rather than a Sub-Committee.	Head of Legal and Democratic Services
71. To consider and respond to representations made by members of the public in relation to a decision to hold a meeting or part of that meeting in private.	Head of Legal and Democratic Services
72. To discharge the Council's functions in relation to voluntary registrations of village greens as set out in section 15(8) Commons Act 2006.	Head of Legal and Democratic Services
73. To discharge the Council's functions set out in Part 1 of the Commons Act 2006 and the Commons Registration Act 1965 with the exception of determinations under section 15(1) of the Commons Act 2006.	Head of Legal and Democratic Services
74. To appoint an inspector to hold an inquiry into applications to register land as town or village green where appropriate.	Head of Legal and Democratic Services
75. To discharge the Council's functions in relation to Local Land Charges.	Head of Legal and Democratic Services



Signed.....Date

John Hewitt
Corporate Director, Resources

**CORPORATE DIRECTOR OF RESOURCES
DELEGATED POWERS**

Award of Contract

In accordance with Part 3 Table 1 Paragraph 4(e) of the Durham County Council's Constitution (May 2019 version) and paragraph 17.2 of the Contract Procedure Rules relating to contract formalities, the Head of Corporate Finance and Commercial Services, the Head of Digital and Customer Services, the Head of Financial and Transactional Services, the Head of Legal and Democratic Services, the Head of People and Talent Management, the Chief Internal Auditor & Corporate Fraud Manager, and the Chief Procurement Officer are authorised to place contracts (including taking the decision to award under Delegated Powers, and the signing of contract documents) with the following exceptions listed below.

In any of these three exceptions the prior consultation and signature of the Corporate Director of Resources is required.

- (1) Any contract agreements which have been previously agreed as requiring the prior approval of Cabinet.
- (2) Any contract agreements above £500,000.
- (3) Any contract agreements where the award of the contract will result in Council staff transfers or redundancies.

N.B The Corporate Director of Resources will retain exclusive responsibility for Table 8

The above procedures will also apply to Further Competitions under framework agreements.



Signed.....Date

John Hewitt
Corporate Director of Resources

**CORPORATE DIRECTOR OF RESOURCES
DELEGATED POWERS- PROCUREMENT- CPR VARIATIONS**

In accordance with Part 3 Table 1 Paragraph 4(e) of the Durham County Council's Constitution (May 2019 version) and paragraph 17.2 of the Contract Procedure Rules relating to contract formalities, I authorise the following Officers to take delegated decisions on the following basis:

Chief Procurement Officer

Contract Procedure Rules Variations on quotation based procurement up to and including a value of £50,000.

Head of Corporate Finance and Commercial Services, and Chief Procurement Officer


Contract Procedure Rule Variations on Tender based procurement between the value of £50,001 and the OJEU limit

Corporate Director of Resources, Head of Corporate Finance and Commercial Services, and Chief Procurement Officer

Contract Variations above the OJEU limit.

The following exceptions would apply and my prior consultation and signature would be required:

1. Any contract agreements which have been previously agreed as requiring the prior approval of Cabinet.
2. Any contract agreements which are considered by the Head of Corporate Finance and Commercial Services, or Corporate Procurement Manager as having a high reputational risk to the Council.
3. Any contract agreements where the award of the contract will result in Council staff transfers or redundancies.



Signed.....Date 30 May 2019

John Hewitt
Corporate Director of Resources