

*Officer Delegation Scheme (Executive Functions) relevant to the Scrutiny Board
(Adults and Health)*

The Director of Adults and Health is authorised¹ to discharge the following functions² through the commissioning and provision of social services for adults and public health services for the whole population

Services to Support Adults³

1) Promotion of well-being including:-

- a) Integration and personalisation of health and social care services across the city for the benefit and health and well-being of Leeds citizens;
- b) Promotion of the principle of well-being;
- c) Consideration of supplier lead service innovation; and
- d) Development and integration of programmes and campaigns to promote health and well-being.

2) Information, advice and advocacy including:-

- a) Provision of information about available services;
- b) Provision of advice to potential service users; and
- c) Arrangement of independent advocacy to support participation in, or understanding of, the care and support system.

3) Prevention and Recovery:-

To take steps to prevent, reduce or delay the need for care and support for all people including:-

- a) Preventative Services:-
 - i) Provision or arrangement of community and home based services to adults with less intensive needs; and
- b) Re-Ablement Services:-
 - i) Provision or arrangement of early intervention time-limited services to meet the immediate requirements of adults with short-term social care needs.

4) Safeguarding including:-

- a) Co-ordination of multiagency arrangements to ensure that resources are deployed in safeguarding vulnerable adults;
- b) Delivery of safeguarding training; and
- c) To promote and enable identification of and appropriate action for vulnerable adults at risk of abuse or neglect.

¹ Save where the Leader or the relevant Portfolio Holder has directed or the Director considers that the matter should be referred to Executive Board for consideration.

² Together with similar and ancillary functions which have not been delegated to another Director.

³ "Adults" includes any vulnerable person over the age of 18; whether vulnerable by reasons of mental health problems, learning disabilities, physical or sensory impairment, because they are older people or because they are carers.

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5) Assessment and eligibility

- a) Assessment, support planning and review including:-
 - i) Assessment of adults who appear to need care and support;
 - ii) Identification of outcomes within the care and planning process that will establish the cornerstone of the subsequent support plan;
 - iii) Provision of a Personal Budget for persons with eligible needs;
 - iv) Co-ordination, management and review of care and support arrangements to meet eligible needs;
 - v) Assessment of social care needs of carers; and
 - vi) Arrangement and funding of services to meet the care and support needs of adults who are detained in prison or who are resident in approved premises; and
- b) Self-Directed Care
 - i) Provision of assistance to adults to self-direct their support (including assistance with direct payments, individual service funds and trust funds).

6) Diverse and High Quality Services

To commission or provide⁴ directly care and support services that meet people's needs including:-

- a) Support to live at home:-
 - i) Supported and other accommodation, including extra-care;
 - ii) Assistance to enable access to other accommodation, including extra-care;
 - iii) Equipment and adaptations;
 - iv) Home care and community meals services;
 - v) Day support and care services;
 - vi) Short breaks;
 - vii) Community alarm service and assistive technology;
 - viii) Carers services; and
 - ix) *Shared Lives* service;
- b) Residential and Nursing Care:-
 - i) Residential placements, including specialist provision for people with mental health needs and dementia; and
 - ii) Nursing placements, including specialist provision for people with dementia.
- c) Housing Related Support

7) Charging and financial assessments including:-

- a) To undertake financial assessment; and
- b) Provision of deferred payments.

⁴ Including arrangements to ensure continuity of care in the event of provider failure

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Public Health Services for the whole population⁵

8) Public Health

- a) Ensure the council meets its duties to improve public health
- b) Ensure the delivery of public health protections and health improvement responsibilities
- c) Ensure the council plans and responds to emergencies that present a risk to public health
- d) Ensure the council meets other local government public health responsibilities

⁵ Public health services relate to both children and adults

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The Director of Public Health is authorised⁶ to discharge the following functions⁷

1) Health Improvement Functions⁸ including:-

- a) Ensuring rigorous appreciation of local health need;
- b) Contributing to the Joint Strategic Needs Assessment;
- c) Contributing to the Joint Health and Wellbeing Strategy;
- d) Providing health improvement advice⁹;
- e) Providing day to day management of the Council's ring fenced public health budget; and
- f) Reducing health inequalities.

2) Health Protection Functions including:-

- a) Preparing, monitoring and providing advice in relation to health protection plans;
- b) Ensuring public health emergency resilience;
- c) Providing the lead in responding to public health incidents¹⁰;
- d) Communicable and infectious disease control;
- e) Vaccination and immunisation programmes; and
- f) oversight of national screening programmes.

3) Functions relating to the Commissioning of Public Health Services including:-

- a) Fostering joint commissioning;
- b) Ensuring providers have robust clinical governance arrangements in place; and
- c) Commissioning services in relation to:-
 - i) Smoking Cessation;
 - ii) Weight Management;
 - iii) Mental Health;
 - iv) Alcohol and Drug Misuse;
 - v) Healthy Child Services (0-19);
 - vi) Nutrition;
 - vii) Physical Activity;
 - viii) Oral Health Promotion; and
 - ix) Accident and Injury Prevention.

⁶ Save where the Leader or the relevant Portfolio Holder has directed or the Director considers that the matter should be referred to Executive Board for consideration.

⁷ Together with similar and ancillary functions which have not been delegated to another Director.

⁸ S2B National Health Service Act 2006

⁹ To Members and officers of the Council, the Health and Wellbeing Board and local partners.

¹⁰ Including environmental hazards

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4) Provision of Statutory and Mandated Functions including:-

- a) Providing public health advice to NHS commissioners¹¹;
- b) Sexual Health Services¹²;
- c) NHS Health Check Assessments¹³;
- d) National Child Measurement Programme¹⁴;
- e) Health Visiting (0-5)¹⁵
- f) Joint working with the prison service to secure and maintain the health of prisoners¹⁶; and
- g) Assessment of risks posed by violent and sexual offenders¹⁷.

5) Functions of Responsible Authority including:-

- a) Responses under the Licensing Act 2003, e.g. making representations about licensing applications.

6) Production and Publication of the annual report on the health of the local population¹⁸.

¹¹ Regulation 7 Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013

¹² Regulation 6 Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013

¹³ Regulations 4 & 5 Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013

¹⁴ Regulation 3 Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013

¹⁵ Regulation 5A Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013

¹⁶ Section 249 National Health Service Act 2006

¹⁷ Section 325 Criminal Justice Act 2003

¹⁸ In accordance with The National Health Service Act 2006 section 73B(5) the Director of Public Health must prepare this report (this responsibility is reflected in Article 12) and section 73B(6) the local authority must publish it.