

MANAGEMENT TEAM RESPONSIBILITIES – EFFECTIVE APRIL 2017

Officer	Strategic Responsibilities	Notes
<p>Stephen Baker Chief Executive and Head of Paid Service</p> <p>Contact number: (01394) 444378</p>	<p>A new council for East Suffolk</p> <p>Growth</p> <p>Internal Audit</p> <p>Finance, Corporate Performance and Risk Management</p> <p>Human Resources, Workforce Development and Payroll</p> <p>Democratic Services, Legal Services, Licensing and Ethical Governance</p> <p>Electoral Services</p> <p>Lowestoft Rising</p>	<p>Direct reports:</p> <ul style="list-style-type: none"> • Head of Internal Audit • Chief Finance Officer and Section 151 Officer • Head of Legal & Democratic Services and Monitoring Officer • Human Resources and Organisational Development Manager
<p>Andy Jarvis Strategic Director AJ</p> <p>Contact number: (01394) 444323</p>	<p>Economic Development, Regeneration, Tourism, Leisure and Culture</p> <p>Growth</p> <p>Housing</p> <p>Customer Services</p> <p>Communications</p> <p>Property Services</p> <p>Countryside Management</p> <p>Waste Management</p> <p>Suffolk Coastal Norse</p>	<p>Direct reports:</p> <ul style="list-style-type: none"> • Head of Economic Development and Regeneration • Head of Housing • Head of Customer Services • Head of Operations



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Officer	Strategic Responsibilities	Notes
	Sentinel Leisure Trust Marina Theatre Trust Places for People	
<p>Nick Khan Strategic Director NK</p> <p>Contact Number: (01502) 523606</p>	Emergency Planning Environmental Services Port Health Corporate Health and Safety Planning, Development Management and Planning Policy Building Control Partnership Coastal Management -Coastal Partnership East Active Communities, Community Development and Community Engagement Health and Wellbeing East Suffolk Partnership ICT Sizewell	Direct reports: <ul style="list-style-type: none"> • Head of Environmental Services and Port Health • Head of ICT • Head of Planning and Coastal Management • Head of Communities



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Head of Service Post	Responsibilities	Notes
<p>Paul Wood Head of Economic Development and Regeneration <i>(Line Manager – Strategic Director AJ)</i> Contact Number: (01394) 444632</p>	<p>Economic Development, Regeneration, Tourism, Leisure and Culture Growth and Skills Enterprise Zones Energy Transport and Infrastructure Funding</p>	<p>Leiston Together Felixstowe Forward</p>
<p>Justin Hunt Head of Housing <i>(Line Manager – Strategic Director AJ)</i> Contact Number : (01502) 523144</p>	<p>Housing Revenue Account Housing stock (WDC) Housing Development Building Services Tenant Services Private Sector Housing Homelessness Choice Based Lettings Housing Options Travellers</p>	



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Head of Service Post	Responsibilities	Notes
<p>Darren Knight Head of Customer Services <i>(Line Manager – Strategic Director AJ)</i> Contact Number: (01502) 523330</p>	<p>Customer Services Customer Access Channel Shift Complaints/FOI/EIR Communications</p>	
<p>Kerry Blair Head of Operations <i>(Line Manager - Strategic Director AJ)</i> Contact Number: (01502) 523007</p>	<p>Property Services Commercial Partnerships Car Park Management Facilities Management Leisure Contracts Play and Sports Development Procurement Waste Management Museums and Culture Countryside Management</p>	<p>Suffolk Coastal Norse Sentinel Leisure Trust Marina Theatre Trust Places for People</p>



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Head of Service Post	Responsibilities	Notes
<p>Phil Gore Head of Environmental Services and Port Health <i>(Line Manager - Strategic Director NK)</i> Contact Number: (01394) 444286</p>	<p>Corporate Health and Safety Emergency Planning Environmental Services Food and Safety Health Improvement Port Health Business Continuity</p>	<p>Joint Emergency Planning Unit</p>
<p>Ann Carey Head of ICT (Line Manager – Strategic Director NK) Contact Number: (01502) 523215</p>	<p>Digital Transformation ICT Development, Strategy and Performance Member ICT Resilience and Disaster Recovery Land Charges and GIS Website and Intranet Corporate Project Management Business Solutions</p>	

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Head of Service Post	Responsibilities	Notes
<p>Philip Ridley Head of Planning and Coastal Management <i>(Line Manager – Strategic Director NK)</i></p> <p>Contact Number: (01394) 444432</p>	<p>Coastal Management Development Management Conservation and Design Building Control Planning Policy Sizewell Rights of Way</p>	<p>Coastal Partnership East Building Control Partnership</p>
<p>Nicole Rickard Head of Communities <i>(Line Manager – Strategic Director NK)</i></p> <p>Contact Number: (01502) 523231</p>	<p>Active Communities, Community Development and Community Engagement Health and Wellbeing Community Safety Community Grants Social Inclusion East Suffolk Partnership</p>	<p>Shared role with Great Yarmouth and Waveney CCG Lowestoft Rising Leiston Together</p>
<p>Siobhan Martin Head of Internal Audit <i>(Line Manager- Chief Executive)</i></p> <p>Contact Number : (01394) 444311</p>	<p>Internal Audit Liaison with External Audit Counter Fraud Data Protection Senior Information Risk Officer</p>	<p>Audit Partnership includes Ipswich, Suffolk Coastal and Waveney Councils</p>



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Head of Service Post	Responsibilities	Notes
<p>Homira Javadi Chief Finance Officer and Section 151 Officer <i>(Line Manager – Chief Executive)</i></p> <p>Contact Number: (01394) 444529</p>	<p>MTFS Financial Compliance and Planning Accounting Capital Programme Treasury Management Taxation Value for Money Payables and Purchasing External Audit Liaison Corporate Performance and Risk Management Business Rates</p>	<p>Anglia Revenues Partnership</p>
<p>Hilary Slater Head of Legal and Democratic Services and Monitoring Officer <i>(Line Manager – Chief Executive)</i></p> <p>Contact Number: (01394) 444336</p>	<p>Democratic Services Electoral Services Ethical Governance and Standards Legal Services Licensing Member Development and Support</p>	