



CLT RESPONSIBILITIES – EFFECTIVE MARCH 2025

Officer	Strategic Responsibilities	Notes
Chris Bally Chief Executive (Executive Support Office – Jo Jonas)	Head of the Paid Service Workforce Development Policy and Performance Finance and Risk Management Emergency Planning and Recovery Electoral Services Corporate health and safety Communications Health, including relationships with the NHS	Direct reports: <ul style="list-style-type: none"> • Head of Internal Audit • Chief Finance Officer and Section 151 Officer • Electoral Services Manager • 3 x Strategic Directors • Strategic Communications and Marketing Manager • Executive Assistant to the Chief Executive and Leader
Michelle Burdett Strategic Director MB <i>(Line Manager – Chief Executive)</i> (Executive Support Officer – Louise Lennard)	Service responsibility - Housing / Economic Development & Regeneration Lead Director for Strategic Plan themes “Sustainable Housing” and “Thriving Economy” Pride in the district/cleanliness Asset based regeneration Lowestoft - Members MOWG / Place Board governance and membership / Kirkley Waterfront Felixstowe – including North Felixstowe Garden Neighbourhood	Direct reports: <ul style="list-style-type: none"> • Head of Economic Development and Regeneration • Head of Housing



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	Leiston Place Board Circular Economy	
Nick Khan Strategic Director NK <i>(Line Manager – Chief Executive)</i> (Executive Support Officer – Rachael Durrant)	Service responsibility - Planning & Coastal Management / Environmental Health & Port Health / Communities & Leisure Lead Director for Strategic Plan themes “Tackling Inequalities” and “Environmental Impact” Environment & Environment Task Group Sustainable Transport Cycling & Walking Digital Towns Feel Good Suffolk Director of East Suffolk Services Ltd Deputy Returning Officer Active Suffolk Leisure contracts Coastal Partnership East Building Control Partnership	Direct reports: <ul style="list-style-type: none"> • Head of Environmental Services and Port Health • Head of Planning and Building Control • Head of Energy Planning and Coastal Management • Head of Communities and Leisure



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Kerry Blair Strategic Director KB <i>(Line Manager – Chief Executive)</i> (Executive Support Officer – Lacey Crowe)	Service responsibility - Corporate Services & Operations Lead Director for Strategic Plan theme “Our Foundations” People Strategy Health & Safety Equality, Diversity and Inclusion Safeguarding Review of Customer Experience across Council Community Hubs Social Value / Fairtrade Parking Review Waste Management Countryside Management Emergency Planning Business Continuity	<ul style="list-style-type: none"> • Head of Legal & Democratic Services and Monitoring Officer • Human Resources and Organisational Development Manager • Head of Digital, Programme Management and Customer Services • Procurement Manager • Head of Property and Place • Waste Strategy and Business Improvement Manager



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Head of Service Post	Responsibilities	Notes
Paul Wood Head of Economic Development and Regeneration <i>(Line Manager – Strategic Director MB)</i> (Executive Support Officer – Lacey Crowe)	Economic Development, Regeneration, Tourism and Culture Growth and Skills Enterprise Zones Energy Transport and Infrastructure Funding	
Heather Fisk Head of Housing <i>(Line Manager – Strategic Director MB)</i> (Executive Support Officer – Lacey Crowe)	Housing Revenue Account Housing stock Housing Development Building Services Tenant Services Private Sector Housing Homelessness Choice Based Lettings Housing Options	



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Head of Service Post	Responsibilities	Notes
Nick Denny Head of Property and Place <i>(Line Manager - Strategic Director KB)</i> (Executive Support Officer – Lacey Crowe)	Estates Resorts Building and Lands Maintenance Parking Services Facilities Management	Vertas
Sandra Lewis Head of Digital, Programme Management and Customer Services <i>(Line Manager – Strategic Director KB)</i> (Executive Support Officer – Lacey Crowe)	Digital Transformation ICT Development, Strategy and Performance Resilience and Disaster Recovery Land & Property Gazetteer and GIS Website and Intranet Local Land and Property Gazetteer Strategic Plan and Performance Management Performance and Risk Management Business Solutions Channel Shift Customer Services Customer Access Complaints	



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Head of Service Post	Responsibilities	Notes
Chris Bing Head of Legal and Democratic Services and Monitoring Officer <i>(Line Manager – Strategic Director KB)</i> (Executive Support Officer – Louise Lennard)	Democratic Services Ethical Governance and Standards Legal Services Member Development and support Licensing	
Nicole Rickard Head of Communities and Leisure <i>(Line Manager – Strategic Director NK)</i> (Executive Support Officer – Jo Jonas)	Active Communities, Community Development and Community Engagement Health and Wellbeing Community Safety Community Grants Equity and Inclusion Community Partnerships Armed Forces Covenant Leisure Play and Sports Development	Shared role with Norfolk & Waveney Integrated Care System Everyone Active Places for People
Fiona Quinn Head of Environmental Services and Port Health <i>(Line Manager - Strategic Director NK)</i> (Executive Support Officer – Louise Lennard)	Corporate Health and Safety Environmental Services Food and Safety Health Improvement Port Health	<ul style="list-style-type: none"> Lead Officer - Environment and Climate Change



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Ben Woolnough Head of Planning and Coastal Management <i>(Line Manager – Strategic Director NK)</i> (Executive Support Officer – Rachael Durrant)	Development Management Planning Policy and Specialist Services (inc Landscape, Trees, Design and Conservation, Ecology and Rights of Way) Building Control CIL and S106 Infrastructure Land Charges	Building Control Partnership
Philip Ridley Head of Nationally Significant Infrastructure Planning <i>(Line Manager – Strategic Director NK)</i> (Executive Support Officer – Jo Jonas)	Nationally Significant Infrastructure Projects for Energy Sizewell C Coastal Management (temporary arrangement)	Coastal Partnership East (temporary arrangement)
Siobhan Martin Head of Internal Audit <i>(Line Manager- Chief Executive)</i> (Executive Support Officer – Jackie Read)	Internal Audit Counter Fraud Data Protection/GDPR FOI/EIR Senior Information Risk Officer	Shared service with Ipswich Borough Council



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Lorraine Rogers Chief Finance Officer and S151 Officer <i>(Line Manager – Chief Executive)</i> (Executive Support Officer – Jackie Read)	MTFS Financial Compliance and Planning Accounting Capital Programme Treasury Management Taxation Value for Money Payables and Purchasing External Audit Liaison Business Rates	Anglia Revenues Partnership
Phil Harris Strategic Communications & Marketing Manager <i>(Line Manager – Chief Executive)</i>	Internal and external communications Liaison with regional, local and national press Marketing Branding Reputation Community engagement	
Amie Skeet HR and Workforce Development Manager <i>(Line Manager – Strategic Director KB)</i> (Executive Support Officer – Jackie Read)	Human Resources Payroll Workforce development/corporate training Apprentice/Post Graduate schemes	