### APPENDIX B CURRENT ORGANISATIONAL STRUCTURE

## Departmental Structure - Main Responsibility Areas and Chief Officers

## Corporate Head -**Legal & Democratic Services CATHERINE KNIGHT**

Communications Consultations Contracts **Deputy Monitoring Officer** Deputy Returning Officer

& Electoral Officer Desk Top Publishing Elections

**Electoral Registration** 

FOI/Data Protection General Legal Services Litigation

Local Land Charges Member Services Monitoring Officer Property Law Matters

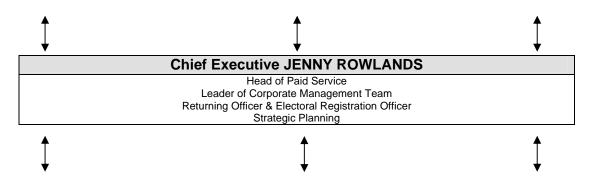
Printing Corporate Services

# Corporate Head -**Internal Services VACANT**

Equalities Health & Safety (Employees) Industrial Relations Information Technology Internet Recruitment Training

### Corporate Head -**Property. Regeneration & Enterprise NILAM POPAT**

Arts & Culture **Economic Development Estate Management** Newhaven Fort **Partnerships** Regeneration Tourism **Tourist Information** 



### **Director of Finance** JOHN MAGNESS

Advice to local organisations Allotments Beach Chalets **Best Value Coordination** Bookkeeping Budget Preparation Bus Pass Admin **Business Rates** Car Parks Cashiering Cleaning of Public Conveniences Completion of Statutory Returns & Grant claims Council Tax

Final Accounts Financial Advice General Public Buildings Housing Benefits Investigation Insurance Internal Audit Lottery & Grant Funding Management Accounts Office Cleaning Payments Pavroll Performance Management Sundry Income Collection Treasury Management

# **Corporate Head - Housing Services ANDY CHEQUERS**

**Building Maintenance** Community Safety Council Housing Engineering **Estate Management** Homelessness Housing Advice Housing Allocation Housing Policy & Development Housing Programme Lettings Lifeline Major Improvement Works Public Office Buildings

Repairs Sheltered Housing Surveying/Architects **Tenant Participation** 

## **Director of Planning & Environmental Services LINDSAY FROST**

**Planning Building Control** Coast Protection Conservation Areas **Dangerous Structures Design Briefs** Environmental Preservation & Improvement Historic Buildings Local & Informal Plans **Development Management** Planning Enforcement Planning Surveys & Information Transportation Policy Trees Preservation **District Services** 

Cemeteries Cleansing Services Grounds Maintenance Management of Parks, Play areas & Open spaces Recyclina Refuse Collection Vehicle Maintenance **Health & Environment** Emergency Planning **Environmental Health Food Inspections** Health & Safety Enforcement Housing Improvement Grants Licences Local Agenda 21 Noise Nuisance Pest control Port Health