

## APPENDIX A

### **SOCIAL WELL-BEING - Portfolios for housing and public health, leisure and operational and countryside services;**

Housing (Head of Service, Mr Steve Plant)  
Housing strategies/policies  
Relations with housing providers/associations  
Maintenance of housing register/nominations  
Homelessness  
Housing grants, including disabled facilities grants  
Home Improvement Agency  
Private sector housing

Community (Head of Service, Dr Susan Lammin)  
Private sector housing  
Caravan sites  
Community Safety  
Community Initiatives/development/grants, etc  
Arts  
Leisure Development

Leisure Centres (Head of Service, Mr Simon Bell)  
Huntingdon  
Ramsey  
Sawtry  
St Ivo  
St Neots

Operations (Head of Service, Mr Robert Ward)  
Streetscene  
Car parks, public conveniences  
Grounds maintenance, grass cutting  
Parks, Open Spaces, Countryside Services  
Emergency Planning/CCTV

Democratic & Central Services (Head of Service, Mr Roy Reeves)  
Democratic Services  
Elections/Electoral Registration  
Member Support

People, Performance & Partnerships (Head of Service, Mrs Corrine Garbett)  
Safeguarding  
Diversity and Equalities  
Consultation, Engagement and Research

**Children & young people, health & well-being and inclusive, safe & cohesive communities thematic groups of the Huntingdonshire Strategic Partnership.**

**Safer & stronger communities priority of Cambridgeshire Vision.**

**The housing that meets individuals' needs, safe, vibrant & inclusive communities and healthy living aims of the Council's corporate plan 'Growing Success'.**

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### **ENVIRONMENTAL WELL-BEING - Portfolios for resources & policy and planning strategy and transport;**

#### Environmental & Technical Services (Head of Service: Dr Paul José)

Strategy Implementation  
Home Energy Conservation  
Sustainability  
Environmental improvements  
Project/Contractual management  
Architectural/design work  
Land drainage  
Residual highway responsibilities/public utilities  
Street naming and property numbering  
Building Control/dangerous structures/disabled access  
Facilities Management  
Travel Plan

#### Planning Services (Steve Ingram)

Development control/planning applications  
Planning enforcement  
Development plans/policies  
Planning briefs/studies  
Conservation/listed buildings  
Trees and footpaths  
Transportation

#### Environmental Health (Head of Service, Dr Susan Lammin)

Air quality/noise/pollution  
Animal welfare/pest control  
Commercial: health & safety promotion/food safety  
Infectious diseases  
Smoke-free initiatives

#### Operations (Head of Service, Mr Robert Ward)

Waste/refuse collection  
Recycling  
Vehicle fleet management  
Abandoned vehicles  
Waste Stream policy  
Cleaving

### **Environment, and growth & infrastructure thematic groups of the Huntingdonshire Strategic Partnership.**

### **Managing growth and environmental sustainability priorities of Cambridgeshire Vision.**

### **A clean, green & attractive place and developing sustainable communities aims of the Council's corporate plan 'Growing Success'.**

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### **ECONOMIC WELL-BEING - Portfolios for customer services & information technology and finance & environment;**

#### Information Management (Head of Service, Mr Chris Hall)

Website  
Freedom of Information  
ICT network & systems  
Intranet  
ICT Help Desk  
Local Land & Property Gazetteer (LPG)  
Customer Relationship Management (CRM) system  
Geographic Information Systems (GIS)  
Customer First programme  
Business analysis/improvement

#### Finance (Head of Service, Mr Steve Couper)

Financial forecasting  
Budget preparation and monitoring  
Final accounts  
Financial advice  
Payment of Creditors  
Audit  
Risk management  
Procurement  
Treasury Management (Borrowing and Investments)  
Debt Recovery

#### Customer Service and Call Centres (Head of Service, Ms Julia Barber)

Call Centre, St Ives  
Customer Service Centre, *currently located at Centenary House*  
Information Centres at Ramsey, St Ives, St Neots and Yaxley

#### Revenues (Head of Service, Ms Julia Barber)

Local taxation  
Revenue collection  
Benefits assessments/payments/fraud  
NNDR

#### Democratic & Central Services (Head of Service, Mr Roy Reeves)

Land Charges  
Document Centre  
Licensing

#### Law, Property & Governance (Head of Service, Mr Colin Meadowcroft)

Legal advice  
Conveyancing  
Prosecutions and litigation  
Representation at Planning and other Inquiries  
Estates/property management/acquisition/sales  
Data Protection/Regulation of Investigatory Powers  
Contracts

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People, Performance & Partnerships (Head of Service, Mrs Corrine Garbett)

Recruitment/retention

Health & Safety

Training/development

Personnel management/advice/contractual arrangements

Payroll

Communications and Marketing

Economic Development

Town Centre Management

External Funding

Performance Management

Comprehensive Area Assessment: Corporate Coordination across the organisation

Community Strategy/Huntingdonshire Strategic Partnership

Corporate Policy ("Growing Success")

**Comprehensive Area Assessment: Corporate Coordination across the organisation** (Head of Service, Corrine Garbett)

**Democratic Structure Review: Implementation** (Head of Service, Roy Reeves)

**HQ/Accommodation: Deputy Leader Councillor Mike Simpson** (Head Of Service, Mr Richard Preston)

**Economic prosperity and equality & inclusion thematic groups of the Huntingdonshire Strategic Partnership.**

**A strong local economy, improving systems & practices, learning & developing and maintaining sound finances aims of the Council's corporate plan 'Growing Success'.**