

APPENDIX D

SENIOR MANAGEMENT STRUCTURE SCHEDULE

| Name of Post | <u>Description of Responsibilities</u> | <u>Initials of Post</u> |
|--|--|--------------------------------|
| Chief Executive | Overall corporate management and operational responsibility for all officers. Responsibility (with Monitoring Officer) for system of record keeping for all decisions. Representing the Council on partnership and external bodies. | CE |
| Assistant Chief Executive, Policy, Partnerships, Performance & Communication | Community Safety, Youth Offending, Emergency Planning, Partnerships & Neighbourhood Management, Performance & Policy, Scrutiny, Corporate Communications, Feedback, Equalities and Voluntary Sector. | ACE-PPPC |
| Head of Community Safety | Community Safety, Youth Offending Team & Emergency Planning. | HCS |
| Head of Partnerships | Haringey Strategic Partnership, Co-ordination and Governance of Partnerships, Voluntary and Community Sector, Local Area Agreement, Neighbourhood Renewal Strategy, Neighbourhood Management, Area Assemblies, Community Engagement & Involvement. | HPart |
| Head of Performance & Policy | Performance Management, Business Planning, Programme and Project Support, Scrutiny, Corporate Complaints, CPA Audit & Inspection, VFM Reviews, Corporate Policy Development, Corporate Planning, Knowledge Management, Equalities & Cohesion. | HPP |
| Head of Communication | Consultation, Corporate & Service Communications & Publicity, E-communications, Web Services, Media Relations, Design & Print, Translation & Interpretation. | HComm |
| Assistant Chief Executive, People & Organisational Development | Human Resources, Organisational Development & Learning, Local Democracy & Member Services. | ACE-POD |
| Head of Human Resources | Personnel, Pay, Pensions, Occupational Health & Welfare, Internal Communications, Shared Services, Council Improvers, Staff Health & Safety at Work. | HHR |
| Head of Organisational Development | Organisational Development, People Planning, Change Management, Leadership & Management Development, Graduate Scheme, Staff Training and Development. | HOD |
| Head of Local Democracy & Member Services | Leader's Office, Cabinet Council and Committee Secretariat, Business Support, Mayoral & Civic Functions, Member Training, Information for Members, Political Offices. | HLDMS |

| | | |
|---|---|-------|
| Director of Corporate Resources | Finance, Property Services, Customer Services, IT and Legal Services. | DCR |
| Head of Legal Services | Corporate Legal Services including Litigation, Property, Contracts and Care Services, Registration of Births Marriages & Deaths, Local Land Charges. | HLS |
| Head of Property | Management of Commercial Property Portfolio, all property transactions including acquisitions, disposals, Right-to-Buy sales, leases, capital valuations, Asset Management Plan, Facilities Management for all Council buildings, Community Buildings, Feasibility Studies for Major Sites. | HProp |
| Assistant Director Access and Customer Focus | Customer Services, Access to Services Project, ICT. | ADACF |
| Head of Corporate Finance | Financial Management, Financial Forward Planning & Advice, Budget Framework Setting, Monitoring and Control. | HCF |
| Head of Corporate Procurement | Implementing, monitoring and maintenance of corporate procurement including Contract Standing Orders, Code of Procurement Practice & Best Value Procedures, Support of major procurement projects, E-procurement strategy and strategic sourcing policies. | HProc |
| Head of Benefits & Local Taxation | Billing, collection and recovery of Council Tax and National Non-Domestic Rates, Housing Benefit & Council Tax Benefit Claims Service. | HBLT |
| Head of Audit & Risk Management | Internal and External Audit Functions, Accounting systems & controls, Audit Plans, Prevention of fraud & corruption, Risk Management, corporate insurance and claims handling. | HARM |
| Director of Urban Environment | Town Planning, Economic Regeneration, Streetscene Services, Enforcement, Housing Strategy & Needs. | DUE |
| Assistant Director Planning, Policy & Development | Planning Policy & Development Control, Master Planning, Design & Conservation, Transport Policy, Building Control. | ADPPD |
| Assistant Director Economic Regeneration | Economic Strategy, Employment Promotion, European & Regional regeneration projects, Enterprise facilities and initiatives, Town Centres, Tourism, Neighbourhood Regeneration & Delivery, Better Haringey. | ADER |
| Assistant Director Streetscene | Highways management, Highway & Traffic engineering, Road Safety, Parking control & enforcement, Abandoned Vehicles, Waste management & disposal, Recycling, Transport fleet, Better Haringey. | ADS |

| | | |
|--|---|--------------|
| Assistant Director Enforcement | Environmental & Public Health, Food, Pest Control, Noise & Nuisance, Waste & Pollution Enforcement, Trading Standards, Licensing & Registration, Street Trading, Private Sector Housing, HMOs, Planning Enforcement, Mortuary and Coroners Court servicing, Street & Neighbourhood Wardens. | ADE |
| Assistant Director Housing Strategy & Need | Housing Strategy & Programmes, Homelessness, Temporary Accommodation, Housing Allocations, Housing Supply, Housing Assessment, Housing Registration, Housing Advice, Monitoring ALMO performance. | ADHSN |
| Director of Adults, Culture & Community Services | Adult Social Services, Recreation & Parks, Adult Learning Libraries & Culture. | DACCS |
| Assistant Director Adults & Older People | Care Services for Older People, Mental Health, Physical Disability, HIV, Learning Disability, Substance Abuse, Assessment, Home Care, Residential & Day Care. | ADAOP |
| Assistant Director Recreational Services | Recreation Strategy, Leisure Services, Sports Development, Parks, Trees, Allotments, Cemeteries and Crematorium. | ADRS |
| Assistant Director of Adult Learning Libraries & Culture | Libraries, Adult Learning, Museums, Archives. | ADALL C |
| Assistant Director Performance Planning & Resources | Performance Planning, Commissioning, Finance & Performance, Business Support. | ADPPR |
| Director of Children & Young People's Services | Care services for children and families, Education services, Under-5s, Youth Services | DCYPS |
| Deputy Director Safeguarding Children & Families | Child Protection, Looked-After Children, Fostering & Adoption, Family Support, Children with Disabilities, Asylum. | DDSCF |
| Deputy Director Learning Inclusion Attainment & Effectiveness | School Governance & Improvement, Early Years, Primary Standards, Secondary Standards, Special Educational Needs, Music & Performing Arts, Youth Service. | DDLIA E |
| Deputy Director Business Delivery Performance Resources Support & Delivery | Service Finance, Planning & Performance, Commissioning, Strategy & Policy, School Admissions, Children's Network Co-ordination, Customer relations, Communications, Property, ICT, | DDBDP RSD |
| General Manager Alexandra Palace & Park | Management of the Alexandra Palace & Park charitable trust | GMAP P |