



The Royal Borough Senior Leadership Function Chart

Cabinet Member:	Cllr Bathurst Cllr Stretton Cllr Bateson	Cllr D Wilson Cllr Dudley Cllr Love	Cllr Burbage Cllr Bathurst Cllr Brimacombe	Cllr Dudley	Cllr Airey	Cllr Coppinger	Cllr Bicknell	Cllr Coppinger Cllr Airey	Cllr Burbage	Cllr Hill	Cllr Stretton	Cllr Hill	Cllr Hill	Cllr Cox	Cllr Rayner
Kevin Mist Head of Communities and Economic Development Email kevin.mist@rbwm.gov.uk Tel 01628 796443	Chris Hilton Director of Planning and Regeneration Email chris.hilton@rbwm.gov.uk Tel 01628 683811	David Scott Head of Governance, Partnerships, Performance and Policy (Monitoring Officer) Email david.scott@rbwm.gov.uk Tel 01628 796748	Andrew Brooker Head of Finance (S151 Officer) Email andrew.brooker@rbwm.gov.uk Tel 01628 796341	Theresa Leavy Deputy Director Health, Early Help and Safeguarding Email theresa.leavy@rbwm.gov.uk Tel 01628 683177	Angela Morris Deputy Director Health and Adult Social Care Email angela.morris@rbwm.gov.uk Tel 01628 683701	Kevin McDaniel Head of Schools and Educational Services Email kevin.mcdaniel@rbwm.gov.uk Tel 01628 683592	Hilary Hall Head of Commissioning Adults, Children and Health Email hilary.hall@rbwm.gov.uk Tel 01628 683893	Terry Baldwin Head of HR Email terry.baldwin@rbwm.gov.uk Tel 01628 796992	Jacqui Hurd Head of Customer Services Email jacqui.hurd@rbwm.gov.uk Tel 01628 683969	Mark Taylor Head of Libraries, Arts and Heritage Email mark.taylor@rbwm.gov.uk Tel 01628 796989	Andy Jeffs Head of Revenue and Benefits Email andy.jeffs@rbwm.gov.uk Tel 01628 796527	Rocco Labellarte Head of Information Technology Services Email rocco.labellarte@rbwm.gov.uk Tel 01628 796553	Craig Miller Head of Community Protection and Enforcement Email craig.miller@rbwm.gov.uk Tel 01628 683598	Ben Smith Head of Highways and Transport Email ben.smith@rbwm.gov.uk Tel 01628 796147	
Community Partnership and Community Safety Partnership Community Engagement – grants to voluntary organisations Communications and marketing Economic Development Tourism Town Centre Management Outdoor Facilities Trees management - Parks Sports Development and SMILE Contract management - Leisure Centres.	Planning: Development management Enforcement Policy Technical Support Property and development Regeneration Contract management - Building control and Building Services	Statutory boards: Health and Wellbeing Board, Local Safeguarding Children Board, Safeguarding Adults Board Democratic Services Election Services Cabinet policy Civic events and Mayoral Office Business support Data protection and security, Freedom of Information Performance Contract management – Legal Services	Accountancy – financial planning, tax advice, capital finance, budget and final account consideration Accountancy support for service managers, financial control, statutory financial return Risk management Insurance Pension Fund Procurement Systems Accountancy – management and development of the council’s financial systems Contract management- Shared Internal Audit Service	Berkshire Sensory Consortium Children’s safeguarding – early help, child protection, children in need, children in care and care leavers Education, Health and Care Plans Educational psychology Education Welfare Elective home education Fostering and adoption Health and Family Support Schools Support Youth Offending Team Intensive Family Support Programme Multi-Agency Safeguarding Hub Youth Service	Adult Care Services Learning Disability Mental Health Safeguarding Deprivation of liberty safeguards	Alternative Provision, including Fair Access Child licensing Early Years Service Schools admissions; capital; improvement; place planning Virtual School School Leadership Development	Information, Advice and Support Service Independent Reviewing Officers/ Child Protection Conference Chairs Local Authority Designated Officer Strategic Housing policy Joint commissioning Local authority/CCG – children’s and adults, public health Principal Social Worker Brokerage/ Placements Business Support Project management and service development Quality assurance Contract management	Health and Safety HR Implementation and Delivery Learning and Development Payroll Strategic HR Contract management- Itrent and Agency	Registrars Council complaints (including statutory) management Customer Services Centre Facilities management – Town Hall and York House FSR Process Housing Options Business support Contract management- DMS	Library service Heritage and Arts Information and Digital Delivery Libraries Outreach and Stock South East Library Management Service (SELMS) Consortium Team Contract management	Council tax processing Business rates processing Financial assessment and benefits – adult social care Housing and Council Tax benefits and processing Court protection of deputyship Debt recovery Discretionary housing payments Management and systems controls for revenue Scanning and indexing of incoming post Contract management – Bailiff service	Support: Infrastructure User Business Research and development Systems administration – applications management, system development, infrastructure management Corporate Programme Office Contract management – G Cloud	Emergency Planning Environmental Health, including houses in multiple occupation, private sector housing conditions Environmental Protection - Food premises inspections, safety and hygiene, poisoning and infectious disease control Licensing Trading Standards Community Wardens Control Room Parking enforcement Sustainability Contract management - Waste	Flood risk management Highways and Engineering Highways Engineering – Traffic Parking policy and strategy Public Rights of Way Transport, Road Safety, policy, schools, including escorts New Roads and Streetworks Act, school crossing patrols Streetcare / operations/ inspections Management of parks and open spaces Trees management-highways Fleet management Walking and cycling Winter services Contract management- Grounds maintenance	