

# Resources & Business Change Department Functional Structure

**Chief Executive**  
**Dave Perry**

PA  
**Josie Matthews**

**Director of Strategy, Engagement and Change**  
**Interim – Simon Parker**

**Executive Director of Resources**  
**(being recruited to)**

PA  
**Alison Prescott**

- Strategic communications (Marketing; Design; Digital media; Internal comms; Media relations; External relations; Website / Intranet development
- Transformation & Efficiency
- Strategy & Policy
- Research & Consultation
- Data and analysis
- Customer services (Libraries, OSS, Contact Centre)
- Complaints & FOI

- Service Director Community Development**  
**Mark Pullin**
- Priority Neighbourhoods
  - Community Engagement Forums
  - Equalities, including commissioning of equality support
  - Community Grants
  - Keep it Local
  - Cross council and external focus on:
  - Community Development
  - Community Conversations
  - Engagement with our communities and partners
  - Liaison with Town and Parish Council
  - Ensuring voice of communities is embedded in decision making.
  - Promoting a prevention first culture

- Service Director Legal & Governance (MO)**  
**John McCormack**
- Monitoring Officer
  - Returning Officer
  - Legal Services
  - Democratic Services
  - Member services
  - Electoral services
  - Internal Audit
  - Health & Safety
  - Registration services
  - Information governance
  - Modern records
  - Insurance & Risk management

- Service Director Property Services**  
**Catrin Mathias**
- Strategic asset management
  - Capital programme delivery
  - Estate management
  - Repairs and maintenance
  - Energy management
  - Valuation
  - Facilities management
  - Corporate business support
  - Regeneration & Investment
  - Development

- Service Director ITD**  
**Stephen Lewis**
- Design, develop & transition
  - Technical delivery & operations
  - Business partnering & service management

- Service Director Finance & Chief Financial Officer (S151)**  
**Joss Convey**
- Procurement
  - Management Accounting
  - Corporate Finance & Resources
  - Welfare Benefits
  - Revenues
  - Systems Support
  - Payroll & Pensions

- Service Director HR**  
**Nicola Plant**
- Corporate human resources
  - Organisational development support
  - Workforce development
  - Policy & Operations
  - Casework and change
  - Recruitment Team