Corporate	Democracy	Central and Community Services
• Corporate strategy including freedom of information, data protection, public consultation. • Corporate management • Corporate insurance • Corporate projects • Corporate apprentices • Corporate subscriptions • Corporate equal opportunities	• Democratic services – support to Councillors and provision of professional advice to all parties in the decision-making process (Cabinet, overview and scrutiny, Full Council and other committees) • Electoral registration and administration of elections • Support for the mayoral and civic life of the borough	• West Norfolk Partnership • Community strategy • Communications (internal and external), media relations • Internal graphics and print service • Performance management and performance indicators • Efficiency • Personnel – recruitment, training, employee relations and equal opportunities • Corporate training • Health, safety and welfare of council employees • Provisions of community information points • Provision of Council information Centres at King's Lynn, Downham Market and Hunstanton • Grants administration • Neighbourhood nuisance, antisocial behaviour and community safety • Community development • Care and repair • Careline • Community transport • Provision of internal ICT services and support, • Administration of the Council's website

Chief Executive	Commercial Services	Environment and Planning
• Monitoring Officer and Legal advice to all areas of the Council • Residential caravan sites and travellers' sites • General housing strategy, including allocating housing, homelessness, enabling affordable housing provision, and adaptations • Financial Services and advice, including payments to suppliers, collection of income, insurance, banking and treasury management • Internal audit • Collection of council tax and business rates • Administration of housing benefits scheme and collection of overpayments • Take-up of welfare benefits • Economic regeneration • Regeneration programmes • Tourism marketing and development • Project management Following a recent service review these service areas will move to Commercial Services and the service budgets will be reallocated between service areas. There will be no overall impact on the bottom line. This amendment will be updated via the monitoring report.	• Leisure facilities • Leisure Card scheme • Events • Resort services • Tourist information centres • King's Lynn Town Hall and Gaol House • Museums and heritage • Sports grounds, pavilions and pitches • Children's/teenage play • Public open space, including grounds maintenance • Street cleansing services, including public conveniences • Miscellaneous street scenes matters, including street lightning, abandoned vehicles and street furniture • Waste management - refuse and recycling • Town centre management • Off-street car parks • Markets in King's Lynn and Hunstanton • Community centres • Bus stations in King's Lynn and Hunstanton • Arts and entertainment • CCTV • Burial and cremation service • Office facilities and office Accommodation • Property services – valuation of property, management of Council's industrial estate portfolio, asset management	• Planning applications • Planning enforcement • Planning policy, including Local Development Framework and regional planning • Conservation, listed buildings • Countryside and landscape management – bio-diversity, nature conservation and the protection of landscape features • Building regulations (CNC) • Public safety building control • Food safety • Health and safety at work • Licensing • Emergency planning • Air and land quality • Sewerage provision and drainage control • Health improvement • Local land charges • Flood defence