

Appendix A

A high level summary of service activities for each Service

	Statutory ✓	Non-Statutory ✓
Chief Executive	✓	
Legal and HR		
Monitoring Officer	✓	
- Legal Services		✓
- Licensing	✓	
- Land Charges	✓	
- HR Absence Management		✓
- HR Pay and Grading		✓
- HR Learning and Development		✓
- HR Recruitment and Selection		✓
- HR Equality and Diversity		✓ But must comply with equality legislation
- HR Advice and Support		✓
Democratic Services		
- Elections	✓	
- Democratic and Member Support	Support is non- statutory but the decision making process is statutory	✓
- Grants to Voluntary Organisations		✓
- Civic and Ceremonial		✓
Finance and Performance Directorate		
Corporate Strategy		
- Community Strategy	✓	
- Sustainability		✓
- Partnerships (LSP)		✓
- Community Safety	✓	
- Children and Young People	✓	
- Performance [National Indicators and Annual Performance Plan] including LAA	✓	
- Projects		✓
- Communications		✓
- Consultation		✓
Information and Customer Services		
- Customer Services		✓
- IT Application Support		✓
- IT Desktop and Telephony		✓

	Statutory ✓	Non-Statutory ✓
Financial Services		
- Section 151 Officer	✓	
- Accountancy	✓	
- Exchequer	✓	
- Insurance and Risk Management	✓	
- Procurement		✓
- Audit	✓	
Revenue Services		
- Council Tax and Housing Benefit Administration	✓	
- Council Tax Administration and Collection	✓	
- Business Rate Administration and Collection	✓	
Community Services Directorate		
Environmental Health and Strategic Housing		
- EH Environmental Protection	✓	
- EH Food and Health and Safety	✓	
- EH Cemeteries		✓
- EH Civil Contingencies	✓	
- SH Housing Standards	✓	
- SH Enabling		✓
- SH Policy	✓	
- SH Homelessness	✓	
CC(D)S		
- Waste Collection	✓	
- Street Cleansing	✓	
- Grounds Maintenance		✓
- Finance / Admin / Depot / Stores		✓
- Vehicle Maintenance Unit (VMU)		✓
- Building Cleaning		✓
- Residual Highways	✓	
Council Housing		
- Policy and Management		✓
- Repair and Maintenance		✓
- Special Services		✓
- Welfare Services		✓
Regeneration Directorate		
Neighbourhood Management		✓
Planning		
- Forward Planning	✓	
- Development Control	✓	
- Building Control	✓	

	Statutory ✓	Non-Statutory ✓
- Engineering Services		✓
- Area of Outstanding Natural Beauty (AONB)	✓	
Cultural Services		
- Culture Development		
• Arts Development		✓
• Swimming Development		✓
• Community Leisure Development		✓
• Community Sports Development		✓
- Support Services		
• Management and Administration		✓
- Venues and Events		
• Festivals and Events		✓
• Salt Ayre		✓
• Community Pools		✓
• Dome		✓
• Platform		✓
• Promenade		✓
Economic Development and Tourism		
- Regeneration		✓
- Economic Development		✓
- Tourism		✓
Property Services		
- City Centre Management (CCTV)		✓
- Travel, Transport and Parking [Concessionary travel is statutory for each Travel Concession Authority (TCA) – Lancaster is a TCA .]	✓ part	
- Estate Management		✓
- Markets		✓
- Premises Facilities Management	✓	

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