

SCHEDULE 5

KEY PERSONNEL

Role	Key Responsibilities
<p>Chief Executive Officer of the Contractor or equivalent</p>	<p>Accountable for leadership and delivery of the Contractor’s business and sits on the Contractor’s board.</p> <ul style="list-style-type: none"> • Responsible for the delivery of the Agreement and managing the relationship with the Authority • Responsible for the delivery of the Annual Service Plan • Responsible for effectively managing the relationships between the Contractor and its stakeholders • Responsible for implementing the Bidder’s strategy and Transformation Plan <p>Responsible for reporting on all of the above to the Contractor and Bidder’s boards.</p>
<p>Chief Operating Officer of the Contractor or equivalent</p>	<p>Reports to the CEO and is responsible for the leadership and management of the Offender Management organization, Contact Shared Services, Service Excellence and Quality Assurance teams.</p> <ul style="list-style-type: none"> • Responsible for operational delivery of all the Contractor’s services and programmes • Responsible for the delivery of the Contractor’s obligations to reduce levels of re-offending • Operational responsibility for all interfaces with other strategic partners, including the Authority as provider of the NPS, Police, Health, Social Services • Responsible for development of operational policy and accountable to CEO and the Contractor board <p>Responsible for diversity and implementation and monitoring of all associated policy, including provisions of the Equality Act (in consultation with HR lead).</p>

OFFICIAL SENSITIVE

**CPA 10, DERBYSHIRE, LEICESTERSHIRE, NOTTINGHAMSHIRE AND RUTLAND, BIDDER 837
FINAL**

<p>Chief Finance Officer of the Contractor or equivalent</p>	<p>Chief Financial Officer (CFO), reporting to the CEO is responsible for the leadership and management of the Financial and Commercial function responsible for:</p> <ul style="list-style-type: none">• Monitoring the organizational financial performance and delivering the Bidder's financial and commercial strategy• Overseeing the financial management and planning of the Contractor• Leading on all commercial engagements and contractual requirements with the Authority and key stakeholders• Providing legal and commercial leadership and financial direction to the Contractor <p>Attending Contractor board meetings and reporting to the Bidder board as and when required</p>
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