Chief Officers



Dawn Roberts

Chief Executive



Gillian **Brydson**

Director Skills, Education and Learning



Jim **Brown**

Head of Education - Quality and Curriculum



John Thin

Head of Education - Learning and Resources



Lorna Meahan

Director Economy and Resources



Michael **Shepley**

Head of People and Transformation



Steve Rogers

Head of Economy and Development





Paul **Garrett**

Head of Finance and Procurement



Derek Crichton

Director Communities



Vlad **Valiente**

Head of Governance and Assurance



Steven Herriott

Head of Roads and Infrastructure



Harry Hay

Head of Neighbourhood Services



Richard Grieveson

Head of Community Services



Stephen Morgan

Interim Chief Social Work Officer

Economy and Resources



Lorna Meahan

Director **Economy and Resources**



Mike Shepley

Head of People and Transformation

- Transformation Programme
- Performance Management and Reporting;
- Improvement and Customer Excellence;
- Digital Service
- IT
- **Contact Centre**
- **Policy and Communications**
- **Human Resources**
- Health and Safety
- Pension Scheme Administration
- Organisational Development
- Administrative and Business Support Services



Stewart Clanachan

Human Resources Manager

- **Pensions Administration**
- **HR Policy and Practice**
- **Trades Union Liaison**
- **Recognition and Awards**
- Health and Safety



James McDowall

Organisational Development Manager

- **Workforce Transition**
- Staff Development
- **Workforce Planning and Strategy**
- Staff Engagement
- **OD Framework**
- L&D Framework



Heather Carnochan

Business Intelligence Manager

- Performance Management Framework
- **Performance Reporting**
- Policy
- Transformation
- Improvement and Change
- Policy and Advice
- NFI
- Contact Centre Knowledge Management



David Sawyer

Marketing and Communications Manager

- Communications
- Website
- Social Media Media/Press
- Graphic design
- Digital design Video
- Photography



Graeme McIlorum

Senior Manager **Business Solutions**

- Telephony PCs/Mobiles
- **Business Systems** IT Capital and Revenue

Cyber Security



Technology Services Manager

Jon Stockwell

- Fixed and Mobile Telephony
- PC/Tablet Devices Cyber Security Network
- Cloud



James Pocock

Business Solutions Manager

- GIS
- **Digital Connectivity**



Anne Sweetin

Business Support Manager

cross Council



Steve Rogers

Head of Economy and Development

Economic Development, including:

- Skills and Employability • Business and Enterprise and Environment
- Development Management
- Planning
- **Building Standards**
- Property, Estates and Construction
- Programme Management
- Facilities Management Strategic Housing Investment



David Suttie

Planning and Development Manager

- Planning policy and guidance
- Local development plan
- **Development Management**
- **Building standards**
- Strategic Housing Investment Programme **Local Housing Strategy** Town Centre Living Fund



Alan Mawson

Facilities Manager

- Catering
- School meals
- Cleaning
- **Facilities Services**
- Civic Hospitality
- **Central Stores**
- Logistics
- Printing
- PAT testing
- Leisure caravan and Camp Sites
- Property and facilities helpdesk
- Repairs services



Paul McCulloch

Property, Estates and **Programmes Manager**

- Construction Programme management office **Building Safety**
- Estate management
- Asset Management planning Repairs and servicing
- **Building maintenance** Clerks of Works
- **Building surveying** Energy and carbon management



Simon Fieldhouse

Environment Manager

- Countryside and Access
- Core Paths ED Strategic Projects development and client
- Town centre regeneration

External funding bid



Stuart McMillan Strategic Economic

Economic Development project development

Investment Manager

- **Borderlands Inclusive Growth Deal** Regional Economic Strategy projects
- Place and town centre regeneration External capital funding bids



Lynne Burgess

Partnership Manager

Employability Skills and

- **Employability programmes** Employability and skills partnerships
- Management of ESF and other funding streams



Jim Doig

Assessor and Electoral **Registration Officer**

- Non-Domestic Rating
- Council Tax Valuation
- Electoral Registration



Alex Clark

Depute Assessor and ERO



Robert Neville

Principal Valuer and

Assistant ERO

Aileen Woods

Principal Valuer



- Functions: Valuation of new and altered NDR subjects
- Survey and inspection of all NDR alterations Shared Service with the Scottish Assessors
- Association Maintenance of the Valuation Roll
- Rental and cost analysis
- 3 Yearly Revaluations from 2022 Proposals and Appeals to Local Valuation Appeal Committee, Court of Session and **Lands Tribunal**

- **Council Tax Valuation** Valuation and Banding of new domestic
- properties Re-banding of properties upon sale
- Splits, Mergers and deletions Proposals to alter the Valuation List
- Appeals to Local Valuation Appeal Committee Maintenance of the Council Tax Valuation List

CAG Maintenance

- All domestic alterations **Electoral Registration**
- Maintenance of the Electoral Register Annual Revision of Register
- Monthly Updates of Register Annual Canvass
- Household Enquiry Forms Invitations to Register
- Data Matching and Verification Maintain Absent Voters List (Postal/Proxy and
- Postal Proxy)
- **Election Registers and Lists**
- Poll Cards Appeals and Registration Reviews

Postal Vote Identifier Refresh

Special Category Electors

Boundary Reviews

Paul Garrett

Head of Finance and Procurement (S95 Officer)

Section 95 Officer; Finance and Accounting; Financial Strategy; Borrowing; Treasury Management; Pension Fund; Procurement; Commissioning; Financial Transactions; Payroll and Employment; Capital Investment



Gillian Ross

Finance and Accounting Manager (Depute s95 Officer)

- Financial strategy
- Budget Development Process
- Financial Monitoring
- Statutory Accounts and Financial returns • Financial Support and Advice to Services Council Financial Management and Control



Karen Scott

Procurement and Commissioning Manager

- Procurement Policies and Strategies
- Procurement Advice and Support to Services • Regulated and Collaborative Procurement
- Activity Contract and Supplier Management Strategy
- Sustainable Procurement Commissioning

Karen Donaldson

- Treasury and Capital Manager
- Capital Strategy Capital Investment Planning and Monitoring
- Insurance Programme • Pension Fund Investment Management
- Treasury Management, Investment and **Borrowing** Departmental Business Support



Lindsay Wilson

Financial Transactions Manager

- Payroll for All Council Staff
- Staff Advertising and Recruitment • Statutory Employment Returns, incl HMRC • Ordering and Payments to Suppliers

• Sales/Service Billing and Payment

management Debt Recovery



- **Directorate Business Manager Business Management and Support**
- Resource Planning support Financial Planning and Monitoring
- Workforce Development
- **Business Continuity** Health and Safety

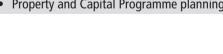
Eddie Whitefield

Other Posts Reporting to

- arrangements
- **Business Administration** Directorate Procurement

ICT strategy





• Property and Capital Programme planning

Education and Learning



Gillian Brydson



Jim Brown

Head of Education (Quality and Curriculum) and **Chief Education Officer**

- Delivery of Chief Education Officer responsibilities
- Lead on evaluation/ improvement of educational delivery and outcomes
- Lead on curriculum approaches
- Oversight of Supporting Learners • Chair of Children's Services Partnership
- Chair of Young Persons Guarantee Partnership
- Oversight of Quality Assurance
- Linkage with Education Scotland • UNCRC Implementation Lead



Hew Smith

Integration and Inclusion Manager

- Additional Support Needs:
- Resourced Provision
- Primary and Secondary Inclusion
- Specialist Services Visual and Hearing Impairment
- English as an Additional Language
- Learning Assistants
- ASL Teachers (Primary)
- Gypsy Travellers
- Attendance
- Autism Outreach • GiRFEC in Schools
- Safeguarding in Schools
- Trauma Champion



Linda Biggar

Principal **Educational Psychologist**

- Strategic and Operational Management of **Educational Psychology Service**
- Strategic Management of Educational Visitor
- Education Lead for Mental Health in Schools School Counselling Service
- Looked After Children (LAC) Education Group
- School placements from other Education Authorities
- Private Day placements
- **Residential Education Provision**
- Adoption/permanence panel Deferrals /repeat years/early entry processes
- Framework for Inclusion Relationship and
- Rights workstream lead Authority Contact for Research in Education



Karen-Anne Bryden

Quality Improvement Manager

- Inclusion Strategy (Framework for Inclusion)
- HT Leadership / Building Capacity
- Scottish Equity Fund (SEF)(Delivery model) Curriculum & School Improvement (Lead for
- Equity) Equity for All Learners (Attendance/ Exclusions/Targeted Groups (Most deprived/ young carers/care experienced/ASN)) (School
- Allocation) Attainment over Time (School Allocation)
- Raising Attainment Cycle of Improvement (School Allocation)



Alison Chambers

Quality Improvement Manager

- Raising Attainment Strategy Excellence
- HT Leadership/Building Capacity
- Youth Partnership Guarantee (YPG)
- (Employability; Development of Young Workforce (DYW); College; FE; Positive **Destinations**)
- Curriculum & School Improvement (Lead for Excellence)
- Equity for all Learners (Attendance/ Exclusions/Targeted Groups (Most deprived/ young carers/care experienced/ASN)) (School Allocation)
- Attainment over Time (School Allocation) Raising Attainment – Cycle of Improvement (School Allocation)
- annual and over time Gwyneth Fairbairn) Stakeholders influencing practice (Vanessa

Attainment (Attainment data for all schools,



Morris)

Darren Little

Children's Services Manager

- Children's Services Plan Lead Officer **GIRFEC Lead Officer**
- Children's Services Strategic and Planning Partnership Lead Officer

John Thin

Head of Education (Learning and Resources)

- School Operations and Resources
- Strategic Asset Planning and liaison with partner Council services
- School Staffing
- School Budgets
- · School Buildings
- School Administration
- Teacher Professional Practice
- Workforce Planning & Professional Learning
- Pupil Management Information
- Health and Safety
- School Infrastructure



Larann Foss

Schools' Manager **Property**

- Dumfries Learning Town 2 (client lead)
- **Dumfries High School**
- Dumfries Academy and Loreburn Primary
- Learning Estate
 - Capital investment strategy
 - Asset class project investment delivery
- Capacity and geographic change management
- School Estate Transformation
- Data analysis and engagement
- Scenario modelling
- Sustainability
- Delivery planning



Rodger Hill

Schools' Manager People

- Staffing in schools
- Recruitment processes and procedures
- Local Negotiating Committee for Teachers (LNCT) lead
- Professional leadership in schools



Annie Johnson

Education and Learning Workforce Manager

Non-curricular Health & Wellbeing

• Staff training and development

- Covid Recovery lead
- Partner Services

Susan Martin

Strategic Planning and Business **Development Manager**

- Service Finance including Devolved School
- Management Scheme
- Service Procurement Overview ICT/ digital in schools
- Strategic planning lead
- Management Information Systems **Central and School Support functions**
- Administrative systems

Social Work



Stephen Morgan

Interim Chief Social Work Officer



Rebecca Aldridge

Social Work Services Senior Operational Manager

- Customer requirements in design and delivery of Social Work Services
- Effective and efficient delivery of Social Work Services
- Partnership with NHS
- Mental health services
- Performance & quality
- Care Home Support
- Quality Assurance Functions

Catherine Knipe

Locality Social Work Manager Criminal Justice

- Criminal Justice Services
- Community Payback
- Unpaid Work
- Programme Delivery
- Quality and Assurance Violence Against Women and Girls
- MAPPA

Gail Guest

Locality Social Work Manager Criminal Justice

- Criminal Justice Services
- Community Payback
- Diversion from ProsecutionCourt Services (inc. Bail & Structured Deferred
- Sentences)
- MAPPACommunity Supervision
- Prison & Throughcare

Barbara Aitken

Adult Care Lead Health & Social Care Partnership

Caroline Ronaldson

Adult Care Lead Manager

- Mental Health Officers
- Mental Health OfficerOut of Hours Service

Adult Multi Agency Safeguarding Hub

Kim McCall

Social Work Manager Care Home Assurance

- Care Home Assurance
- Consult and Engage with Stakeholders to develop services.

Amanda Stevenson

Team Manager Adult Services

- Single Access Point
- Care Call

Trish Neagle

Improvement and Quality Manager

Gillian Grieveson

Performance and Quality Manager



Alison Penman

Interim Senior Manager Children and Families

- Children's Services
- Child ProtectionLooked After and Accommodated Children
- Children in need
- Children with Disabilities
- Youth Justice
- Family SupportFostering and Adoption
- Kinship care
- Children's House
- Community House
 Corporate parenting

Kath Priest

Interim Locality Manager East

- Looked After and Accommodated Children
- Children in need
- Child Protection.
- Youth Justice
- Children with Disabilities
- Multi Agency Safeguarding Hub

Sarah McGarva

Locality Manager West

- Looked After and Accommodated Children
- Children in need
- Child Protection
- Family Support Services

Leanne Young

Locality Manager Centralised Services

- Fostering/Adoption/Kinship
- Children's Houses
- Chairing & Reviewing
- Contract & Commissioning
- Leaving Care/Supported Lodgings

Avril Dickie

Strategic Planning and Development

Gordon Pattinson

Public Protection Manager

- Public Protection
- Child Protection
- Violence Against Women and GirlsAdult Support & Protection
- SCR / Learning Reviews
- Community Justice
- Alcohol and Drugs PartnershipMAPPA

Vikki Binnie

Community Justice Partnership Manager

- rartifersing want
- Community JusticeViolence Against Women and Girls
- ADP

Clare Cowan

Lead Officer Public Protection (Child Protection)

- Public Protection Partnership
- Policies and Procedures

Sandie Donald

Lead Officer Public Protection (Adult Support and Protection)

- Public Protection Partnership
- Communication and Service User Engagement

Rebecca Watson

Performance and Assurance Lead: Public Protection

- ASP Scrutiny
- CP Scrutiny
- Violence Against Women and Girls Scrutniny

Sean Barrett

Finance and Information Manager

- Resource PlanningAnalysis of Activity Data
- Spend Analysis
- Financial Modelling
- VFM
- Income Maximisation
- Budgetary Control
- Support to Budget Holders
- Finance Client Function
- Finance Client Function
 Completion of Scottish Government Returns
- Mosaic Development
- Sourcing of Care
- Commitment Accounting
- Provider Sustainability
 Individual Care Budget Awards and monitoring

Communities



Serena Dunlop

Communities Business Manager

- Performance Management
- Procurement Digital and ICT
- Communications
- Financial Planning and Monitoring
- Workforce Development Risk Management
- Business Continuity
- Health and Safety Property
- Quality Assurance and Improvement
- Information Management



Vlad Valiente

Head of Service Governance and Assurance

- Democratic Services Internal Audit
- Legal Services Licensing Services
- Community Protection Resilience and Community Safety



Jackie Holland

Governance and Assurance Manager (Temporary)

- Finance, Procurement and Transformation
- Review Actions Governance and Assurance Infrastructure Review Lead



Nick Evans

Democratic Services Manager

 Information Governance Governance • Elections Management

• Elected Member Induction

 Licensing Gambling



Internal Audit

Risk Management Support

Vacant

Internal Audit Manager



Vacant

Legal Services Manager

• Provision of all legal services



Sandra Harkness

Community Protection Manager

 Trading Standards Environmental Health



Martin Ogilvie

Resilience and Community Safety Manager Resilience

- Shared Health Resilience Service HMO Licensing and Private Landlord
- Registration Community Safety



Derek Crichton



Roads and Infrastructure Roads Services



Vacant

Roads Service Manager

- Roads Maintenance and Network Management
- Planning/Construction Consents • Traffic Orders • Signals and Roads Lighting

• Engineering Design Services

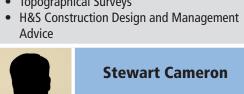
- Road Safety Active Travel
- Speed Limits Parking
- Winter/Adverse Weather Service • Public Realm Capital Programme Management • Infrastructure Asset Management



Duncan McDonald

Engineering Design Manager

 Infrastructure Design Major/Strategic Projects Management Structural Inspections Bridge Management and Maintenance • Contract Management Topographical Surveys





Roads and Infrastructure **Business Manager**

- Performance Management Procurement Digital and ICT
- Communications Financial Planning and Monitoring Workforce Development Risk Management
- Business Continuity Health and Safety Property
- Quality Assurance and Improvement Information Management



Harry Hay

Head of Service Neighbourhood Services

- Customer Services
- Financial Wellbeing and Revenues Wellbeing, Culture and Events Transport and Operations
- Transportation Waste and Environment Services • Streetscene and Community Assets



Ailsa Freeman

Customer Services Manager

• Registration of Births, Deaths and Marriages Heritage Service (Archives and Local Studies) Libraries Customer Service Centres



Lorna Campbell

Financial Wellbeing and Revenues Manager

- Revenues and Benefits (including Council Tax and NDR collection, Housing Benefit, Council Tax reduction, Scottish Welfare Fund, Self Isolation Support Grants)
- Housing Options and Homeless • Financial Inclusion/Advice (Care at home financial assessments, Free School Meals)



Lee Seton

Leisure, Culture and Wellbeing Manager

- Leisure Facilities Active Communities
- Community Sports Hubs Link officer to DG Health & Wellbeing (Public Health)
- Sport and Physical Activity Strategy Museums and Galleries • Support for arts and cultural organisations



Transport and Operations Manager* Fleet management

- Vehicle and Plant Workshops Authorised MOT Bays • Electric Vehicle Charging Public Infrastructure Workplace EV charging infrastructure • Transport Asset Class Management
- Radio Maintenance • Towns CCTV strategy and maintenance Corporate pool cars



Douglas Kirkpatrick

Transportation Manager*

- SWestrans • Passenger Transportation Regional Travel Strategy
- Active Travel Strategy • DGC Buses • Courier Service



Karen Brownlie

Senior Community Assets Manager **Community Assets Managers**

 Parks, Playparks and Open Spaces Burials/Burial Grounds Street Cleansing and Litter Public Toilets Allotments Community Buildings School Crossing Patrols

Grounds Maintenance



James McLeod

Infrastructure Manager*

Disposal Waste Management Strategy Waste Mechanical Biological Treatment Plant Household Wate Recycling Centres • Zero Waste Parks/Transfer Stations

Waste Collection, Recycling, Treatment and

• Local Flood Risk Management Plan/ Programme/Projects Harbours and Marinas



Donna Allardice

Communities Model

 Development of the Communities Model across the Directorate



Cost of Living

Richard Grieveson

Head of Service Community Services

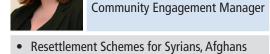
- Community Development and Empowerment
- Community Engagement
- Community Planning
- Ward Working (See Ward Map) Lifelong Learning
- Poverty and Inequalities Youth Services





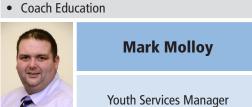
Community Planning and Engagement Manager • Community Participation and Engagement (including Community Councils)







 Adult Learning Community Learning and Development Family Learning



 Youth Work Youth Issues Youth Democracy Duke of Edinburgh Awards Scheme Equality and diversity

Poverty and Inequalities Jamie Ferguson Community Development and Empowerment Manageer

 Community Asset Transfers Participatory Budgeting Participation Requests Place Planning



At local level Community Development and Empowerment, Community Participation and Engagement



At local level Community Development and Empowerment, Community Participation and Engagement Community Planning

Ward manager



Community Planning

