## **Chief Officers**







### **Economy and Infrastructure**



## **Education, Skills and Community Wellbeing**



# **Social Work Services** (Children, Families, Justice and Adult Services)





Vlad Valiente
Assistant Director
Governance and
Human Resources
(Monitoring Officer)



Paul Garrett
Chief Financial Officer
(Section 95 Officer)



Alex Clark
Interim Assessor and
Electoral Registration
Officer (ERO)



Mike Shepley Head of Customer and Digital





**Stephen Hall**\*\*Interim Assistant
Director Transport
and Infrastructure



Karen Brownlie Head of Facilities, Waste and Neighbourhood Services



Steve Rogers Head of Economy and Environment





Jim Brown
Assistant Director
Schools (Chief
Education Officer)



John Thin Head of Education Resources



Harry Hay Head of Thriving Communities





Nicole Hamlet
Interim Chief Officer
Dumfries and Galloway
Health and Social Care
Partnership



Charles Rocks
Head of Children,
Families and Justice
Services (Depute
CSWO)

\*Derek Crichton, Director Communities, will fulfil the duties and responsibilities of the Executive Director Economy and Infrastructure until his retiral on 12 July 2024. Lisa Arnold has been appointed as Executive Director Economy and Infrastructure and takes up post on 5 August 2024.

\*\*Natalie McKail has been appointed as Assistant Director Transport and Infrastructure and takes up post on 15 July 2024.

**DGC Senior Leadership Structure**Post-1 April 2024

# **Enabling and Customer Services**





**Return to Chief Officers** 



**Vlad Valiente** (Monitoring Officer)



Business Intelligence Manager

**Heather Carnochan** 

- Performance Management Framework
- Performance Reporting
- Policy
- Transformation
- Improvement and Change
- Policy and Advice
- Knowledge Management



**Stewart Clanachan Human Resources** Manager

- Pensions Administration HR Policy and Practice
- Trades Union Liaison
- Rewards
- Health and Safety



**Nick Evans Democratic Services** Manager

- Information Governance
- Governance
- **Elected Members Induction**
- **Elections Management**



**Richard Fox** Interim Internal Audit Manager

- Internal Audit National Fraud Initiative (NFI)
- **Jacqueline Holland** Governance and
- Assurance Manager
- **Legal Services** Licensing
- Gambling
- Risk and Assurance



**Dave Sawyer** Communications Manager

- Communications
- Website
- Social Media Media/Press
- **Graphic Design**
- Digital Design
- Video Production
- Photography



**Anne Sweetin Business Support** Manager

• Administrative Support Arrangements - Cross-Council



Paul Garrett Chief Financial Officer



Lorna Campbell Financial Wellbeing and Revenue Manager

- **Revenues and Benefits** (including Council Tax and NDR collection, Housing Benefit, Council Tax reduction, Scottish Welfare Fund, Self Isolation Support Grants)
- Financial Inclusion/Advice (Care at Home Financial Assessments, Free School Meals)



**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

Taxation/VAT Advice

**Gillian Ross** Finance and Accounting Manager (Depute Section 95 Officer)

- Financial Strategy
- **Budget Development** Process
- Financial Monitoring
- Statutory Accounts and Financial Returns
- Financial Support and Advice to Services
- **Council Financial** Management and Control Framework



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



**Lindsay Wilson** Financial Transactions Manager

- Payroll for All Council Staff
- Staff Advertising and Recruitment
- **Statutory Employment** Returns, incl. HMRC
- Ordering and Payments to
- Sales/Service Billing and Payment Management
- Debt Recovery



Alex Clark Interim Assessor and **Electoral Registration** Officer (ERO)



**Robert Neville** Interim Depute Assessor and ERO

Vacant Principal Valuer and Assistant ERO



Aileen Woods **Principal Valuer** 

#### **Non-Domestic Rating**

- 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

#### All Domestic Alterations **Electoral Registration**

- Maintenance of the
- **Electoral Register** Annual Revision of Register
- Register Annual Canvass

Monthly Updates of

- **Household Enquiry Forms**
- Invitations to Register Data Matching and
- Verification Maintain Absent Voters List (Postal/Proxy and Postal
- **Election Registers and Lists**
- Poll Cards
- Appeals and Registration Reviews
- Postal Vote Identifier Refresh **Special Category Electors** 
  - **Boundary Reviews**



Mike Shepley **Head of Customer** and Digital



**Customer Services** Manager

Ailsa Freeman

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



James McDowall Organisational Development Manager

- **Workforce Transition**
- Staff Development
- Workforce Planning and
- Strategy Staff Engagement
- **OD Framework** Learning and Development
- Recognition and Rewards

Leadership Development

BTS Senior Manager



Framework

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

**Cyber Security** 

Manager

**James Pocock** 

**Business Solutions** 

- **Key Corporate Systems** Support and Development GIS
- **Digital Connectivity**
- \*Contact Centre

\*Single Access Point

\*Interim line management arrangements are in place for these areas.



**Eddie Whitefield Directorate Business** 

- **Business Management and**
- Financial Planning and
- Workforce Development
- **Business Administration**

**Programme Planning** 

- **Business Continuity**



Manager

- **Support Arrangements Resource Planning Support**
- Monitoring
- **Directorate Procurement**
- **ICT Strategy**
- Health and Safety **Property and Capital**

# **Economy and Infrastructure**

\*Derek Crichton, Director Communities, will fulfil the duties and responsibilities of the Executive Director Economy and Infrastructure until his retiral on 12 July 2024. Lisa Arnold has been appointed as Executive Director Economy and Infrastructure and takes up post on 5 August 2024.





**Return to Chief Officers** 



**Stephen Hall** \*\*Interim Assistant **Director Transport** and Infrastructure

\*\*Natalie McKail has been appointed as Assistant Director Transport and Infrastructure and takes up post on 15 July 2024.



**Mohammed Agoun** 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
- Maintenance and Repairs Services (MaRS)



**Gordon Bryce** 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
- External Fleet Maintenance

**Stewart Cameron** 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

Tom Flanagan Interim Transportation Manager

- **SWestrans**
- Passenger Transportation
- Regional Travel Strategy **Active Travel Strategy**
- **DGC** Buses
- **Courier Service**
- Taxicard
- School Transport



**Duncan McDonald Engineering Design** Manager

- Infrastructure Design Major/Strategic Projects
- Management
- Structural Inspections Bridge Management and
- Maintenance Contract Management
- **Topographical Surveys** H+S Construction Design and
- Management Advice Vacant **Roads Services**

Manager

- Roads Maintenance and Network Management
- Planning/Construction Consents
- **Traffic Orders**
- Signals and Roads Lighting
- **Road Safety Active Travel**
- **Speed Limits**
- Parking
- Winter/Adverse Weather Service
- Public Realm Capital Programme Management
- Infrastructure Asset Management
- Street and Property Gazetteers
- \*\*\*Flood Risk Management Team
- \*\*\*Harbours Service

\*\*\*Interim line management arrangements are in place for these areas.





Alan Mawson **Facilities Manager** 

- Catering
- **School Meals**
- Cleaning **Facilities Services**
- Civic Hospitality
- **Central Stores**
- Logistics Printing
- Leisure Caravan and Campsites
- **Facilities Solutions Centre**

**Interim Vacancy Senior Community** 

Assets Manager

- Streetscene Grounds
- Maintenance Streetscene - Street Cleansing
- and Litter
- **Burial Service**
- Parks and Open Spaces
- Play areas Street Furniture (Bins, Benches,
- Cemeteries (Open and Closed)
- Weed Control
- **Public Toilets**
- Allotments Community Facilities and Town Halls
- **School Crossing Patrols**



James McLeod

- Waste Collection Waste Recycling
- Waste Treatment and Disposal Waste Mechanical Biological
- Treatment Plant Household Waste Recycling
- Zero Waste Parks/Transfer **Stations**





**Simon Fieldhouse Environment Manager** 

- Countryside and Access
- Core Paths
- Climate Change and Net Zero
- Sustainability
- Natural Capital



Sandra Harkness **Community Protection** Manager

- Trading Standards
- **Environmental Health**



Stuart McMillan Strategic Economic **Investment Manager** 

- **Economic Development** Project Development and
- Delivery Borderlands Inclusive Growth
- Regional Economic Strategy
- Projects Place and Town Centre
- Regeneration



**David Suttie** Planning and

Development Manager

**External Capital Funding Bids** 

- Planning Policy and Guidance
- Local Development Plan
- **Development Management Building Standards**
- Strategic Housing Investment Programme
- **Local Housing Strategy** Town Centre Living Fund
- **Housing Standards**

\*\*\*Business Gateway

these areas.

\*\*\*Business Enterprise

\*\*\*Interim line management

arrangements are in place for



Performance Management

Financial Planning and

- Procurement
- Digital and ICT
- Communications
- Monitoring
- Workforce Development Risk Management
- **Business Continuity** Health and Safety Property
- Quality Assurance and Improvement

Information Management



**Donna Allardice** Communities Model

- Development of the Communities Model Across the
- Directorate



Development Manager

Transformation

# **Education, Skills and Community Wellbeing**





**Return to Chief Officers** 



Jim Brown Assistant Director Schools (Chief **Education Officer**)

**Linda Biggar** 

Psychologist

Management of Educational

Strategic and Operational

• Strategic Management of

**Educational Visitor Service** 

**Education Lead for Mental** 

Health in Schools School

• Looked After Children (LAC)

**Education Group Member** 

**Education Authorities** 

• Private Day Placements

**Entry Processes** 

Workstream Lead

School Placements from other

• Residential Education Provision

• Adoption/Permanence Panel

Deferrals /Repeat Years/Early

Framework for Inclusion

in Education Requests

Manager

for Inclusion) Equity

(Delivery Model) Curriculum and School

• Scottish Equity Fund (SEF)

**Equity for All Learners** 

(School Allocation)

Allocation)

Allocation)

Active Schools

Excellence

(YPG)

• Inclusion Strategy (Framework

• HT Leadership/Building Capacity

Improvement (Lead for Equity)

(Attendance/Exclusions/Targeted

Groups (Most Deprived/Young

Carers/Care Experienced/ASN))

Attainment over Time (School

**Alison Chambers** 

Quality Improvement

• Raising Attainment – Cycle

of Improvement (School

Manager

Raising Attainment Strategy –

HT Leadership/Building Capacity

• Youth Partnership Guarantee

• Employability; Development

(DYW); College; FE; Positive

(Attendance/Exclusions/Targeted

Groups (Most Deprived/Young Carers/Care experienced/ASN))

• Attainment over Time (School

• Attainment (Attainment Data for all Schools, Annual and Over

Stakeholders influencing

• Raising Attainment – Cycle of Improvement (School

of Young Workforce

Curriculum and School

Improvement (Lead for

• Equity for all Learners

(School Allocation)

Destinations

Excellence)

Allocation)

Allocation)

practice)

Relationship and Rights

Authority Contact for Research

Karen-Anne Bryden

Quality Improvement

Psychology Service

Counselling Service

Principal Education



John Thin



Head of Education Resources



**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



**Annie Johnson** Education and Learning Workforce Manager

- Non-curricular Health and Wellbeing
- Staff Training and Development
- Partner Services



**Susan Martin** Strategic Planning and **Business Development** Manager

- Service Finance Including **Devolved School Management**
- Service Procurement Overview
- ICT/Digital in Schools • Strategic Planning Lead
- Management Information Systems
- Central and School Support Functions
- Administrative Systems



Kenny Pullen Schools' Manager People

- Recruitment processes and procedures
- Local Negotiating Committee
- for Teachers General Teaching Council for
- Scotland Lead
- Professional Learning and Leadership in Schools



Head of Thriving Communities



**Lynne Burgess** Employability, Skills and Partnerships Manager

- Strategic Employability and
- Local Employability and Skills
- Partnership AIMS Project
- Employability Delivery Team



Stephen Jack Lifelong Learning Manager

- Strategic Lead for Community Learning and Development Regulations
- Adult Learning
- Family Learning
- Digital Learning
- Coach Education



Liz Manson Community Planning and Engagement Manager

- Community Development and Empowerment
- Community Participation and Engagement (Including Community Councils)
- Community Planning
- Ward Working



**Mark Molloy Youth Services** Manager

- Youth Work (including Community based; Wider Achievement; Youth Work in Schools; Participation and Volunteering)
- Poverty and Inequalities



Martin Ogilvie Resilience and **Community Safety** Manager

- · Emergency Planning and Resilience
- Shared Health Resilience Service
- Community Safety



Lee Seton Leisure, Culture and Wellbeing Manager

- Leisure Facilities
- **Active Communities**
- Community Sports Hubs · Link Officer to DG Health and
- Wellbeing (Public Health)
- Physical Activity Strategy Museums, Galleries and Culture

Major Festivals and Events



Jamie Ferguson Community Development and Empowerment



**Kirsty Peden** Community **Engagement Manager** 



**Fiona Daubney** 

Ward Manager



**Ingrid Gemmell** Ward Manager



**Stuart Hamilton** Ward Manager



**Darren Little** Children's Services

• Children's Services Plan Lead

Manager

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



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

## **Social Work Services**





**Return to Chief Officers** 



**Charles Rocks** Head of Children, Families and Justice Services (Depute CSWO)

- Children's Services
- **Child Protection**
- Looked After and Accommodated Children
- Children in Need
- Children with Disabilities
- Youth Justice
- Family Support
- Fostering and Adoption
- Kinship Care
- Children's House
- Corporate Parenting



**Gail Guest** Locality Social Work Criminal Manager

- **Criminal Justice Services**
- Community Payback
- **Diversion from Prosecution**
- Court Services (Including **Bail and Structured** Deferred Sentences)
- MAPPA
- **Community Supervision**
- Prison and Throughcare



**Catherine Knipe** Locality Social Work Criminal Manager

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

Sarah McGarva Children and Families Locality Manager West

- Looked After and
- Accommodated Children Child Protection Planning
- Youth Justice
- Children with Disabilities Transitions

**Alison Penman** Children and Families Locality Manager East

- Early Intervention and Assessment
- Multi Agency Safeguarding Hub
- Scottish Child Interview Model
- Bairnshoose
- Family Support
- **Crisis Intervention**

**Leanne Young** Children and Families **Locality Manager Centralised Services** 

- Fostering and Adoption Children's Houses
- Kinship
- Throughcare and Aftercare Continuing Care
- **Supported Lodgings**
- \*\*Resettlement
- \*\*Interim line management arrangements are in place for these areas.



Rebecca Aldridge Social Work Services Senior Operational Manager

- Professional Social Work Lead Health and Social Care Partnership
- **Professional Supervision** Adult Social Work Managers
- **Customer Engagement**
- Service Development Partnership with NHS
- Mental Health Services
- Performance and Quality
- Care Home Support
- **Quality Assurance Functions**

Barbara Aitken Adult Care Lead Health and Social Care Partnerhsip

- Single Access Point
- Out of Hours
- Sensory Support Social Work Occupational
- Therapy Service

Care Call/Telecare Services

- **Care and Support Services Home Teams**

Kim McCall Social Work Manager

Care Home Assurance

- Care Home Assurance
- Consult and Engage with Stakeholders to Develop Services



Adult Care Lead Manager)

**Caroline Ronaldson** 

- Mental Health Officers
- Social Work Mental Health
- Appropriate Adult Service
- Adult Multi Agency Safeguarding Hub
- Complex Care Services Learning Disability Support Services (Including Activity and Resource Centres)
- \*\*Housing Options and Homeless

\*\*Interim line management arrangements are in place for these areas.



**Gordon Pattinson Public Protection** Manager

- **Public Protection**
- **Child Protection**
- Violence Against Women and Girls
- Adult Support and Protection
- **Learning Reviews**
- Community Justice Alcohol and Drugs
- Partnership MAPPA

Vikki Binnie Community Justice Partnership Manager

- **Community Justice**
- Violence Against Women
- and Girls Alcohol and Drug Partnership



Clare Cowan Lead Officer Public Protection (Child

- **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

- Adult Support and
- **Protection Scrutiny** Child Protection Scrutiny

and Girls Scrutiny

Violence Against Women



**Sean Barrett** Finance and Information Manager

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



**Avril Dickie** Operational Strategic Manager

- Improvement and Change
- Transformation
- Service Planning
- Partnership and Resources
- Workforce Planning
- Commissioning and

Contracts



Irene Hurst Strategic Planning and Commissioning Team Manager

- Commissioning and
- Contracts
- Service Planning
- Performance Management Risk Management and **Business Continuity**
- Information and Records Management
- Investigations Fleur Roddy

Complaints and

Practice and Workforce Development Manager

Interim Professional

Compliance and **Professional Standards** 

Workforce Development

Quality Assurance