

Copeland Borough Council Organisation Chart as at 1 April 2016 Version 1

Key

FTE Full time Equivalent

FTC Fixed term contract

ML Maternity Leave

Sec Secondment

JS Job Share

PS Protected Salary

Temp Temporary

Posts in *Italics* indicate they are funded from other sources

1 April 2016

Corporate Leadership Team Structure

Elected Mayor

Managing Director
(Head of Paid Service,
Acting Returning Officer
and Electoral
Registration Officer)

**Director of Customer
and Community
Services**

**Director of
Commercial and
Corporate Resources
(Section 151 Officer)**

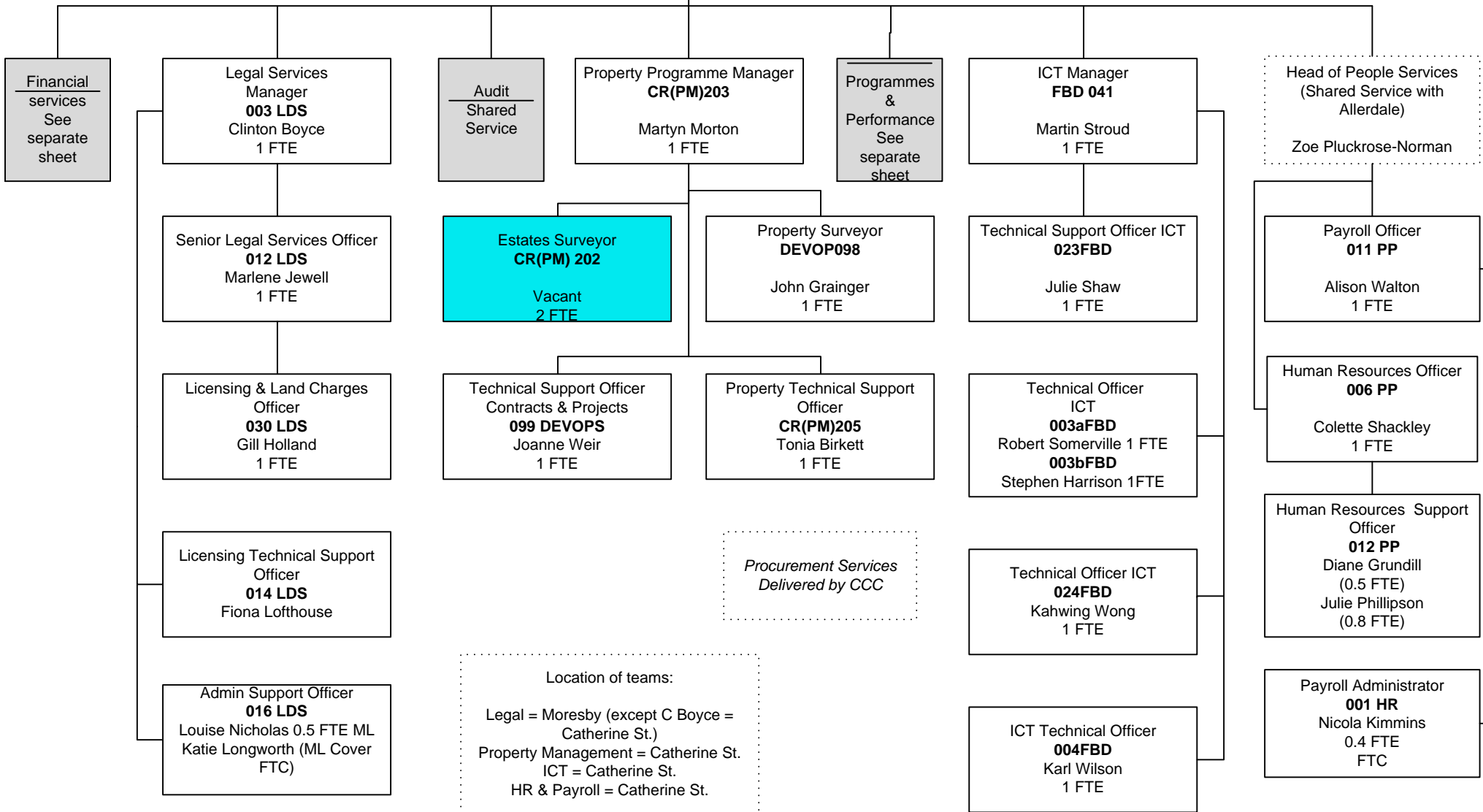
- Providing:**
- Nuclear Programme
 - Economic Development & Socio Economics
 - Planning Policy
 - Development Control
 - Building Control
 - Environmental Health
 - Political Advisor
 - Communications
 - Emergency Planning and Business Continuity
 - Flooding and Coastal Defence

- Providing:**
- Strategic Housing
 - Copeland Community Fund
 - Community Regeneration
 - Leisure Contract
 - Beacon Museum
 - Customer Services
 - Revenues and Benefits
 - Parks, Cemeteries, Crematorium
 - Waste & Enforcement
 - Democratic Services, Elections & Information
 - Personal Assistants to the Mayor, Managing Director and Executive Directors
 - Safeguarding
 - Community Safety

- Providing:**
- Financial Services
 - Audit Shared Service
 - Risk Management
 - Corporate Health & Safety
 - Contract Management & Procurement
 - Human Resources
 - Property Services
 - ICT Services
 - Legal Services
 - Programmes & Performance
 - Commercial
 - Budget Strategy
 - Delivering Differently

Commercial and Corporate Resources

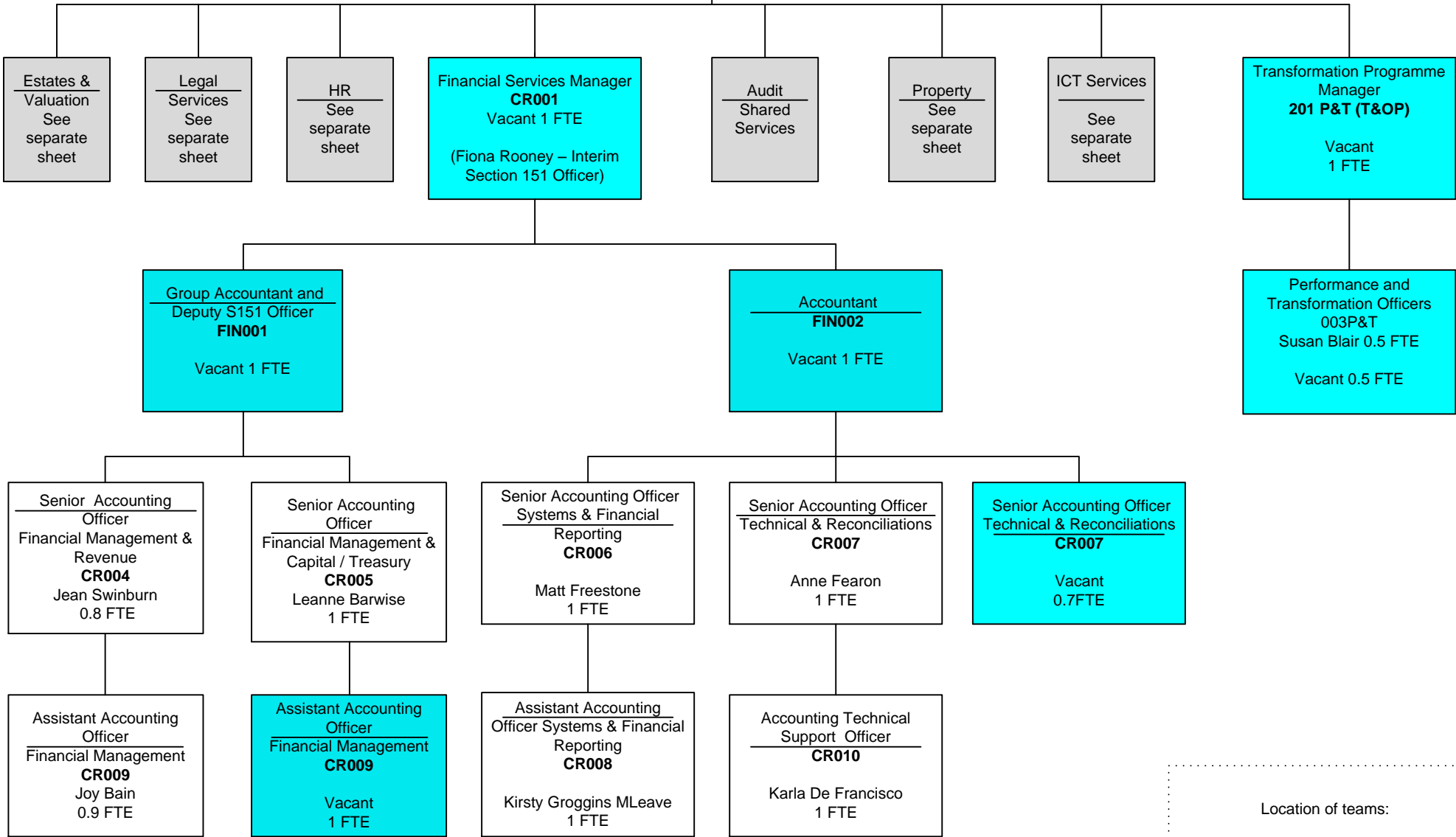
Director of Commercial and Corporate Resources



Location of teams:
 Legal = Moresby (except C Boyce = Catherine St.)
 Property Management = Catherine St.
 ICT = Catherine St.
 HR & Payroll = Catherine St.

Commercial and Corporate Resources

Director of Commercial and Corporate Resources

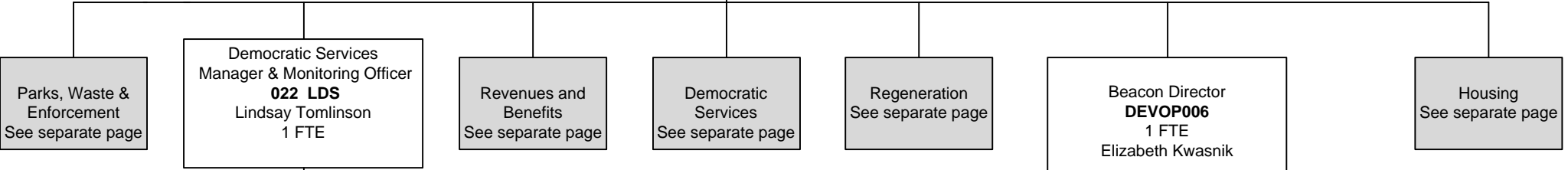


Location of teams:
Finance = Catherine St.
Programmes & Performance = Catherine St.

Customer and Community Services

Director of Customer and Community Services

Executive Support Officers
CE003 Sharon Walker 1 FTE
CE004 Julie Monk 0.8 FTE
CE008 Lesley Taylor 1 FTE



Member Services Officer
001 LDS
 Denise James
 0.8 FTE

Member Services Technical Support Officer
002 LDS
 Clive Willoughby
 1 FTE

Admin Support Assistant (Reprographics)
017 LDS
 Paul Chiesa
 1 FTE

Scrutiny Officer
 Vacant 0.5 FTE

Senior Elections Officer
028 LDS
 Stephanie Shaw
 1 FTE

Admin Support Officer
CR(DS)204
 Michelle Pennock 1 FTE
 James Young 1 FTE FTC

Information Management Officer
PT 207
 Cliff Walker
 1 FTE

Democratic Services
 See separate page

Regeneration
 See separate page

Beacon Director
DEVOP006
 1 FTE
 Elizabeth Kwasnik

Housing
 See separate page

Business Development Officer
BEA001
 Alex Farthing
 1 FTE

Duty Manager (Operations)
034 DEVOPS
 Les Donnan 1 FTE

Operations Assistant
BEA003
 Vacant 0.6 FTE

Cleaners
051 DEVOPS
 Cath Scurr 0.6 FTE
 Vacant 0.1 FTE
 Alan Gillon 0.1 FTE

Museum Education Officer
067 DEVOPS
 Alan Gillon 1 FTE

Graduate Trainee Curator
BEA002
 Nicola Lawson 1 FTE
 2 year FTC

Admin Support Officer
028 DEVOPS
 Kerry McLaughlin 1 FTE

Casual Visitor Hosts
 Cath Peppard, Anne Cook,
 Averil Dawson,
 Eva McCreadie
 Sandra Smith
 Liam Curran, Matthew Bland,
 Jonathan Wong, C Leary, S
 Wickwar, M Rutherford

Beacon Visitor Hosts
RC(BE)201
 Mana Pookduang-Smith 0.6
 FTE
 Joanne Wong 0.6 FTE
 Magdalena Jackson 0.6 FTE

Location of teams:
 Democratic Services = Catherine St.
 (except P Chiesa = Market Hall)
 Elections = Catherine St.
 Executive Support Officers = Catherine St.
 CBC Structure April 2016

Customer and Community Services

Director of Customer and Community Services

Democratic Services
see separate page

Customer Services
see separate page

Parks, Waste & Enforcement
see separate page

Economic and Community Regeneration Manager
(shared with Economic Growth)
203 R&C (ECR)
Sarah Mitchell 0.8FTE

Beacon
see separate page

Housing Services Manager
RC(SH)209
Debbie Cochrane
1 FTE

Revenues and Benefits
see separate page

Community Fund Manager
RC(CD)201
Emma Moynihan 1FTE

Community Regeneration Officer
RC(ECR)205
FTC's
Vacant 1 FTE
Chris Pickles 1 FTE
Eric Barker (Millom) 1 FTE

Policy Officer
007 LDS
Gillian Butterworth
0.5 FTE

Housing Technical Officer
019 DEVSTR
Charles Wilcock 1 FTE
David Forster 1 FTE

Senior Housing Options Advisor
210 RC(SH)
Vacant 1 FTE

Community Development Worker
RC(CD)202
Paula Ratcliffe 1 FTE
Helen Conway 1 FTE

Whitehaven Townscape Heritage Initiative Officer
RC(ECR)204
Jane Taylor
0.6 FTE
FTC

Housing Renewals Support Officer
099 DEVSTR
Kate Turner 1 FTE
Clare Henderson 0.4 FTE
FTC

Housing Options Advisor
003 DEVSTR
Gillian Reid 1 FTE
Stephanie Douglas 1FTE
Ann Simpson 1 FTE
(seconded to Project Officer)
Gemma Mitchell 1 FTE
(seconded from Customer Services until 31/3/17)

Community Grants Officer
RC(CD)203
Kimberley Young 1FTE
Claire Willis 1 FTE

Youth Regeneration and Development Officer
158LE
Gareth Douglas-Brown 1 FTE
FTC

Housing Project Officer (No Second Night Out Fund)
HO 005
Ann Simpson 0.6 FTE
Secondment from Housing Options Advisor until 31/3/17

Administration Support Officer
HO001
Clare Henderson 0.4 FTE
FTC

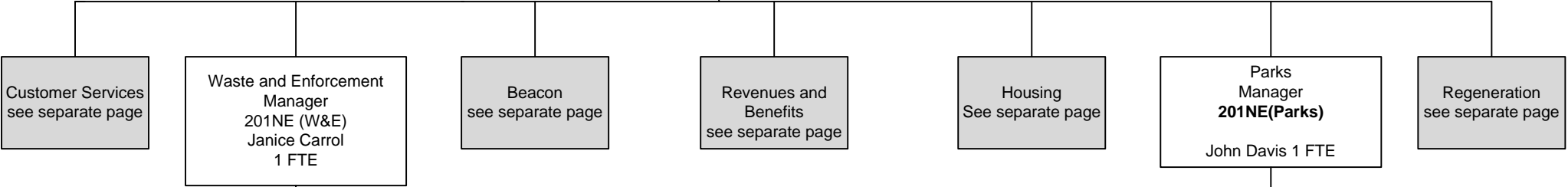
Empty Homes Officer
HO003
Vacant 1 FTE
2 year FTC

Location of teams:
Economic & Community Regen = Catherine St.
G Butterworth = Catherine St.
Housing = Market Hall
Community Fund = Moresby
CBC Structure April 2016

Customer and Community Services

Director of Customer and Community Services

Democratic Services
see separate page



Principal Waste Officer
203NE(W&E)
Joanne Fisher
0.8 FTE

Waste Team Leader
011 LE
Michael Murray 1 FTE
Geoff Eilbeck 1 FTE

Lead Operatives
207NE (W&E)
Philip Thompson 1 FTE
Ian Murphy 1 FTE
Derek Morris 1 FTE

Waste & Recycling Teams

Building Cleaners
Susan Passon 0.6 FTE
Cheryl Hodgson 0.2 FTE
Lynn Burns-Watson 0.2 FTE

Enforcement and Support Services
Team Leader
204NE(W&E)
Vacant
1FTE

Enforcement Officers
026 LE
John Bell 1 FTE
Allan Graham 1 FTE
Paul McWalters 1 FTE
John Richardson 1 FTE
Geoff Huddart 0.6 FTE

Senior Admin Support Officer
Neighbourhoods
205NE(W&E)
Anne Bell 0.8 FTE
Mary Blackwell 0.8 FTE

Admin Support Officers
(Generic)
206NE (W&E)
Julia Blake 0.6 FTE
Tracy Harrison 0.6 FTE
Carla Christian 0.5 FTE

Location of teams:
Waste Services = Moresby
Enforcement = Moresby
Support Services = Moresby
Parks = Moresby, Crem or Cemetery
Neighbourhood Services Officers = Moresby

Neighbourhood Services Officer
201NE (W&E)
Sandra Carter 0.8 FTE
Nicky Scott 1 FTE
Jill Ackerlay 1 FTE
Alison Miller 0.5 FTE
Ernie Davidson 1 FTE
Claire Taylorson 1 FTE (FTC secondment from Cus Serv)

Crematorium Technician / Chargehand
PA005
Graeme McDonald 1 FTE

Grounds Operative / Bereavement Technician
PA002
Keith Torrance 1 FTE
Vacant 1 FTE

Gardener
PA003
Martin Blackwell 1 FTE
Ian Pearce 1 FTE
Callum Scott 1 FTE
Bill Rowlandson 1 FTE
Zach Rudd 1 FTE

Parks Supervisor
PA006
David Strong 1 FTE

Lead Grounds Maintenance Operatives
PA001
Vacant 1 FTE
Keith Watton 1 FTE
John Sermon 1 FTE
Bill Atkinson 1 FTE
Keith Wilkinson 1 FTE
Matt Gee 1 FTE

Trainee Gardeners
024 LE
Thomas Robinson 1 FTE
Mitchell Wood 1 FTE
FTC

Parks Seasonal Operatives
NE (PA)203

Customer and Community Services

Director of Customer and Community Services

Revenues, Benefits & Customer Services Manager
 Vacant 1 FTE

Waste, Enforcement & Parks
 see separate page

Regeneration
 see separate page

Democratic Services
 see separate page

Beacon
 see separate page

Housing
 see separate page

Customer Services
 see separate page

Customer Services Team Leader
017CS
 Sue Stamper
 1 FTE

Senior Recovery Officer
 Theresa Carr
 1FTE

Revenues Team Leader
 Anne Spedding
 1 FTE

Senior Overpayments Officer
 Pamela Corkhill
 1 FTE

Benefits Team Leader
 Rosemary Ronaldson
 1 FTE

Senior Appeals Officer
 Julie Friend
 0.8 FTE

Customer Services Officers
004 CS
 Angela Callan 0.4 FTE
 Melody Forrest (Millom) 0.4
 Gillian Evans (Millom) 0.7
 Sally Gumz (Millom) 0.02 FTE
 Anne Marr 0.7 FTE
 Claire Rudd 0.8 FTE
 Elizabeth Woodend 0.6 FTE
 Sinead Kinsella 0.8 FTE
 Claire Cullnean 0.8 FTE
 Elizabeth Skelton 0.6 FTE
 Gemma Mitchell 0.6 FTE
 seconded to Housing until 31/3/17
 Laureen Kane 1 FTE ML
 Zoe Jackson 0.8 FTE
 Kathy Cunliffe 0.8 FTE
 Clare Taylorson 0.7 FTE
 (seconded to Waste 30/04/16)
 Katie Longworth 0.4 FTE FTC
 Heather Holmes 0.8 FTE FTC
 Elaine Harratt 1 FTE FTC

Recovery Officer
 Denise Lewthwaite 1 FTE

Processing Officer
 Beverley Young 1 FTE
 Keith Steel 1 FTE
 Vacant 0.5 FTE
 Vivien Lewis 0.8 FTE
 Clare Bound 1 FTE

Overpayments Officer
 Vanessa Gorley
 1 FTE

Assessment Officer
 Melanie White 0.6 FTE
 Helen Tonkin 1 FTE
 Clare Messenger 1 FTE
 Jacqueline Lawson 0.8 FTE
 Jacqueline Fry 1 FTE
 Vacant 0.6 FTE
 Lynsey Crotty 1 FTE
 Susan Crone 0.6 FTE
 Sophie Burns 1 FTE FTC
 Sarah Bell 1 FTE FTC
 Stacie Denwood 1 FTE FTC

Processing Assistant
 Susan Robertson 1 FTE
 Brenda Henry 0.6 FTE

Customer Relationships Officer
019 CS
 Marissa Joyce
 0.6 FTE

Quality Officer
 Susan Spedding
 1 FTE

Rating Officer
 Julie Payne
 0.8 FTE

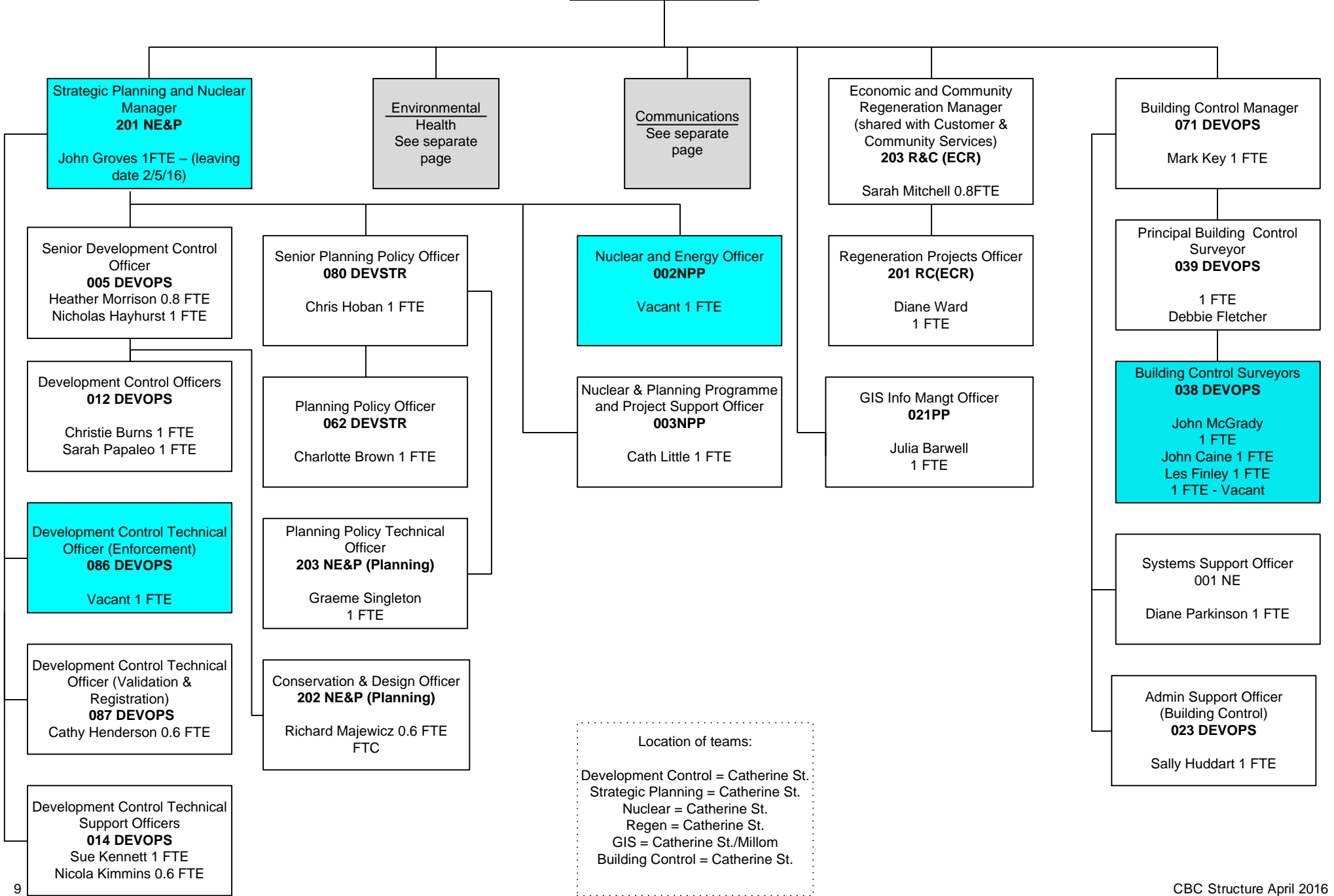
Visiting Officer
 Lorraine MacEwan
 1 FTE

Customer Services Officer (Cashier)
021A CS
 Angela Henderson
 0.8 FTE
 8

Location of teams:
 Customer Services = Market Hall
 Revenues & Benefits = Market Hall

Managing Director

Managing Director



Location of teams:
 Development Control = Catherine St.
 Strategic Planning = Catherine St.
 Nuclear = Catherine St.
 Regen = Catherine St.
 GIS = Catherine St./Millom
 Building Control = Catherine St.

Managing Director

Managing Director

Planning & Nuclear
See separate page

Environmental Health
Manager
013 LE
Jackie O'Reilly
1 FTE

Political Advisor
DS001
Michael Graham
1 FTE

Communications Manager
COMM001
Karen Morley-Chesworth
1 FTE
(leaving 30/4/16)

Building Control
See separate page

Health & Safety Inspector
031 LE
Louise Coid 1FTE

Team Leader
(Food and Health and Safety)
038 LE
Sharon Blakeley 1 FTE

Team Leader
Environmental Protection
102 LE
John Cain 1 FTE

Communications Officer
COMM002
Leila Cox 0.6 FTE
COMM003
Anja Swan 1 FTE

Administration Support Officer
201 NE (EH)
Jill Allan 0.6 FTE
Julie Weir 0.6 FTE

Environmental Health Officer
037 LE
Elaine Watson 1FTE
Fay Gorst 1 FTE (starting 3/5/
16)

Flood and Coastal Defence
Engineer
016 LE
David Bechelli 1 FTE

Corporate Health & Safety
Advisor
154 LE
Susan Graham
0.8 FTE (leaving 28/4/16)

Food Safety Officer
030 LE
Brent Parker
1 FTE

Scientific Officer
034 LE
Thomas Greer
0.8 FTE

Health and Safety Technical
Officer
032 LE
Karen D'Arcy 1 FTE

Environmental Health Officer
033 LE
Jim Kirkpatrick 1 FTE

Environmental Protection
Officer
036 LE
James Cassie
1 FTE

Location of teams:
Environmental Health = Moresby
Communications = Catherine St.
Political Advisor = Catherine St.