

Fenland District Council - Organisation Chart

Tier 1	<p>Job Title: Chief Executive Grade: CMT Service/Team: Corporate Management & Returning Officer Permanent Contact details: paulmedd@fenland.gov.uk Salary range: £125,000 – £146,037 Plus private healthcare £2,000 per annum, plus Returning Officer fees (add link to Senior Managers’ Pay Policy) Responsibilities: 4 Direct reports Head of Paid Service Overall Strategic and Corporate Management of the Council Direct and lead on the achievement of the Council’s corporate and strategic objectives, ensuring that they are implemented. Act as interface between the Political Executive and employees, the organisation and the community, professionally advise, guide and inform Councillors as appropriate.</p>			
Tier 2	<p>Job Title: Corporate Director & Chief Finance Officer (S151 Officer) Grade: CMT Service/Team: Resources and Customer Service Permanent Contact details: petercatchpole@fenland.gov.uk Salary range: £60,000 – £87,743 plus car allowance: Responsibilities: 6 direct reports Chief Finance Officer Strategic Management of: - Customer Services - Finance & Accountancy - Human Resources & OD - Emergency Planning & Business Continuity - Planning Services Legal Services - Elections, Land Charges & Member Services - Internal Audit</p>	<p>Job Title: Corporate Director & Monitoring Officer Grade: CMT Service/Team: Policy & Governance Permanent Contact details: cpilson@fenland.gov.uk Salary range: £60,000 – £87,743 plus car allowance Responsibilities: 5 direct reports Monitoring Officer Strategic Management of: - Parks, Open Spaces & Leisure Services - Environmental Services - Housing & Community Support - Development Services Deputize for the Chief Executive in his absence</p>	<p>Job Title: Corporate Director Grade: CMT Service/Team: Growth & Infrastructure Permanent Contact details: garygarford@fenland.gov.uk Salary range: £60,000 – £87,743 plus car allowance Responsibilities: 2 Direct Reports Strategic Management of: - Council Assets & projects - Port Estate and Harbour - Economic development - Building Facilities - Corporate Management Deputize for the Chief Executive in his absence</p>	<p>Job Title: Executive Officer Grade: Hay 1 Service/Team: Corporate Support Officers Permanent Contact details: jblackmore@fenland.gov.uk Salary range: £44,564 - £50,165 Responsibilities: Management & Delivery of: -Corporate management support - Corporate project support</p>

	- Policy & Communications Deputize for the Chief Executive in his absence			
Tier 3	<p>Job Title: Head of Governance & Legal Grade: Hay 4 Service/Team: Legal & Governance: Fraud, Customer Services, RIPA Permanent Contact details: agoodall@fenland.gov.uk Salary range: £56,659 - £60,496 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Elections, Land Charges & Member Services - Legal Services - Licensing - Elections & Land charges -- Delivery fenland@yourservice shops/hubs, Contact Centre & Business Reception - Corporate Management</p>	<p>Job Title: Head of Housing & Community Support Grade: Hay 4 Service/Team: Housing & Community Support Permanent Contact details: dhorn@fenland.gov.uk Salary range: £56,659 – £60,496 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Housing Support -Homelessness -Community Support -CCTV & Community Safety -Licensing - Corporate Management</p>	<p>Job Title: Head of Business and Economy Grade: Hay 3 Service/Team: Property & Assets Permanent Contact details: jwingfield@fenland.gov.uk Salary range: £53,094 - £56,679 (plus car allowance)</p> <p>Responsibilities: Manage the Council’s asset base of land and property; industrial and business portfolio. The Council’s Asset Management Plan. Regeneration projects across the District. Provide valuation services.</p>	
	<p>Job Title: Head of Human Resources & Organisation Development Grade: Hay 4 Service/Team: Human Resources, Organisation Development and Training, Payroll, Health & Safety and Emergency Planning, Revenues and Benefits, Risk Management, CSE Permanent Contact details: santhony@fenland.gov.uk Salary range: £56,659 - £60,496 (plus car allowance)</p>	<p>Job Title: Head of Parks & Leisure Contract Grade: Hay 3 Service/Team; Parks and Leisure Services contract Permanent Contact details: phughes@fenland.gov.uk Salary range: £53,094 – £56,679 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Leisure services contract</p>	<p>Job Title: Harbour Master Grade: Hay 3 Service/Team: Port and Marine Services Permanent Contact details: jhemming@fenland.gov.uk Salary range: £53,094 - £56,679 (plus car allowance)</p> <p>Responsibilities: Management & Delivery of - Port and Marine Services</p>	

<p>allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Human Resources Service -Organisational Development -Payroll -Health & Safety -Emergency Planning -Legal compliance with all employment legislation -Strategic & Management responsibility for - collection of income -Calculation & Payment of benefits -Corporate Management</p>	<p>-Parks and open spaces -Tourism - Corporate Management</p>	<p>- Harbour Master -Ensure delivery of statutory port service - Port Safety Marine Code</p>	
<p>Job Title: Chief Accountant Grade: Hay 3 Service/Team: Accountancy, Insurance and Procurement Permanent Contact details: msaunders@fenland.gov.uk Salary range: £53,094 – £56,679 (plus car allowance)</p> <p>Responsibilities: Strategic & Management responsibility for - Revenue and Capital Budget planning and monitoring - Council's Medium Term Financial Strategy - Annual Accounts - Treasury Management - Procurement - Payments and Cashiering - Insurance - Deputize for Chief Finance Officer in his absence</p>	<p>Job Title: Head of Environmental Services Grade: Hay 2 Service/Team: Refuse & Cleansing, Workshop Permanent Contact details: mmathews@fenland.gov.uk Salary range: £48,669 – 53,094 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Refuse and Cleansing services -Recycling -Corporate Management</p>		
<p>Job Title: ICT Manager Grade: Hay 2</p>	<p>Job Title: Head of Environment & Compliance</p>		

<p>Service/Team: ICT Contact details: sbeacher@fenland.gov.uk Salary range: £48,669 - £53,094 (plus car allowance) (Plus Emergency planning premia of £276 p.a.)</p> <p>Responsibilities: Manage the Council's ICT team. Lead responsibility for:- •All Council computer systems, •Procurement of ICT software and hardware, •Provision of, and support for desktop and mobile computing •Corporate Business Continuity</p>	<p>Grade: Hay 2 Service/Team: Environmental Health, Street Scene, Street Pride, Events Permanent Contact details: atighe@fenland.gov.uk Salary range: £48,669 - £53,094 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Environmental Health -Street Scene -Street Pride -Events -Corporate Management</p>		
<p>Job Title: Head of Policy & Communications Grade: Hay 1 Service/Team: Policy & Communications Contact details: dwright@fenland.gov.uk Salary range: £43,664 - £49,739 (plus car allowance)</p> <p>Responsibilities: Management and delivery of -Strategic policy -Corporate policy, performance, and communications -Service planning processes -Corporate Management</p>	<p>SHARED POST WITH PETERBOROUGH CITY COUNCIL</p> <p>Job Title: Head of Planning Grade: PCC Grade Service/Team: Planning Services Permanent Contact details: nharding@fenland.gov.uk Salary range: TBC</p> <p>Responsibilities: Strategic Management & Delivery of: -Planning service and support -Planning Enforcement -Management of Building Control partnership -Corporate Management</p>		
<p>Job Title: Chief Solicitor Grade: Hay 3 Service/Team: Legal Services Permanent</p>			

	<p>Contact details: kwoodward@fenland.gov.uk Salary range: £53,094 – 56,679 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Legal services -Corporate Management</p>			
	<p>SHARED POST WITH KINGS LYNN AND WEST NORFOLK BOROUGH COUNCIL</p> <p>Job Title: Internal Audit Manager Grade: Hay 1 Service/Team: Internal Audit Permanent Contact details: kwoodward@fenland.gov.uk Salary range: £43,664 - £49,739 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Planning service and support -Planning Enforcement -Management of Building Control partnership -Corporate Management</p>			
50k	<p>Job Title: Health, Safety and Emergency Planning Manager Grade: Hay 1 Service/Team: HR/OD Payroll, Health & Safety/Emergency Planning Permanent Contact details: dvincent@fenland.gov.uk</p>	<p>Job Title: Development Manager Grade: Hay 2 Service/Team: Planning Permanent Contact details: drowen@fenland.gov.uk Salary range: £48,669 - £53,094 (plus car allowance)</p>	<p>Job Title: Transport Development Manager Grade: Hay 1 Service/Team: Assets and Projects Contact details: wotter@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p>	

<p>Salary range: £43,664 - £49,739 (plus car allowance), plus emergency planning premia of £1,638</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> -Corporate Health and Safety, including training and compliance -Corporate Emergency Planning and resilience 	<p>Responsibilities:</p> <p>Management & Delivery of:</p> <ul style="list-style-type: none"> -Planning service and support -Planning Enforcement -Management of Building Control partnership 	<p>Responsibilities:</p> <ul style="list-style-type: none"> -Provision of specialist transport advice. - Development of all areas of the Cambridgeshire Transport Plan in partnership with other stakeholders. - Development and co-ordination of all strategic transport plans (e.g. District Local Development Framework Documents and other corporate strategies and policies) related to all forms of transport including public transport, cycling and walking. 	
<p>Job Title: Deputy Chief Accountant Grade: Hay 1 Service/Team: Accountancy Contact details: nkrajewski@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> -Setting, monitoring and management of all the Council’s revenue and associated budgets, including reserves 	<p>Job Title: Principal Planning Officer Grade: Hay 1 Service/Team: Planning Permanent Contact details: drowen@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities:</p> <p>Management & Delivery of:</p> <ul style="list-style-type: none"> -Planning service and support 	<p>Job Title: Engineering Manager Grade: Hay 1 Service/Team: Property & Assets Permanent Contact details: gedwards@fenland.gov.uk Salary range: : £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> Ensure high quality engineering services in support of the Councils key priorities, including performance, budgetary & safety management Lead on Construction Design and Management Regulations (CDM) and construction health and safety 	

		<p>Job Title: Housing & Communities Manager Grade: Hay 2 Service/Team: Housing & Communities Contact details: sgove@fenland.gov.uk Salary range: £48,669 – 53,094 (plus car allowance)</p> <p>Responsibilities: - Manage Council's Community Support service, delivery of neighbourhood management programmes; - Homelessness Strategy including statutory objectives for the Housing Options service - Council's private sector housing service, enforcement, mandatory and non mandatory grants; - manage Gypsy and Traveller sites</p>	<p>Job Title: Senior Pilot Grade: Hay 2 Service/Team: Port and Marine Services Permanent Contact details: glewis@fenland.gov.uk Salary range: £48,669 – 53,094 (plus car allowance)</p> <p>Responsibilities: - Act as Pilot Master - Support safe marine navigation - Safe & effective pilotage service - Ensure delivery of statutory pilotage service: piloting vessels within pilotage district; operation, manning, maintenance and safety of the Council's owned pilot vessel - Support Harbour Master</p>	
		<p>Job Title: Traveller & Diversity Manager Grade: Hay 1 Service/Team: Housing & Communities Contact details: dbailey@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities: Development and implementation of, procedures/practices across all equality strands Ensure customer focused Gypsy Traveller Service including management of sites</p>	<p>Job Title: Pilot Grade: Hay 1 Service/Team: Port and Marine Services Permanent Contact details: schapman@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities: Safe & effective pilotage service Ensure delivery of statutory pilotage service: piloting vessels within pilotage district; operation, manning, maintenance and safety of the Council's owned pilot vessel</p>	

		<p>Job Title: Contract Monitoring Manager Grade: Hay 1 Service/Team: Leisure Services Contact details: sbell@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities: Monitoring and management of key FDC contracts. Ensure that service provision meets contractual and customer expectations. Support the planning and delivery of capital improvement projects. Monitor contract performance against KPI's and specification for FDC's key contracts.</p>	<p>Job Title: Pilot Grade: Hay 1 Service/Team: Port and Marine Services Permanent Contact details: tcolville@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities; Safe & effective pilotage service Ensure delivery of statutory pilotage service: piloting vessels within pilotage district; operation, manning, maintenance and safety of the Council's owned pilot vessel</p>	
		<p>Job Title: Operations Manager Grade: Hay 1 Service/Team: Environment Services Contact details: apratt@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities: Manage all Waste & Cleansing operations (i.e. street cleansing, refuse collection, trade waste, and workshop).</p> <p>Manage performance within agreed KPIs, produce monthly, quarterly and annual reports.</p>	<p>Job Title: Property Manager Grade: Hay 1 Service/Team: Building Facilities Contact details: jrobinsonjudd@fenland.gov.uk Salary range: £43,664 – 49,739 (plus car allowance)</p> <p>Responsibilities; Management of buildings and facilities team to provide effective, efficient, and economic services to the Council's operational and non-operational buildings</p>	

		<p>Job Title: Shared service CCTV Manager Grade: Hay 1 Service/Team: CCTV Permanent Contact details: alocks@fenland.gov.uk Salary range: £43,664 - £49,739 (plus car allowance)</p> <p>Responsibilities: Strategic Management & Delivery of: -Shared CCTV service with Peterborough -Corporate Management</p>		

Trade unions represented in the local authority:

UNISON

Total number (absolute and FTE) who are union representatives, and also those who devote at least 50% of their time to union duties

NAME	BRANCH POSITION	FTE
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Diane Ashby	– { 1}	Branch Chair	1.0
Alvin Harrison	– { 2}	Vice Chair	1.0
Ged Wilde 50% time to union duties	– { 3}	Branch Secretary	1.0
Dawn Sadler	– { 4}	Treasurer	1.0
Ged Wilde & Dawn Sadler	– { 5}	Membership Officer {known as a WARMS Officer}	
Ged Wilde & Diane Ashby	– { 6}	Welfare Visiting Officer/s	
Diane Ashby	– { 7}	Welfare Officer	
Steve Hammond	– { 8}	Communications Officer	
Dawn Sadler & Isabel Edgington	– { 9}	Health and Safety Officer	1.0
Ged Wilde	– {10}	Health and Safety Representative	1.0
None Elected	– {11}	UNISON Learning Representative	1.0
Rebecca Robinett	– {12}	Event’s Organiser	1.0
None Elected	– {13}	Young Members Officer { <i>Aged 27 or under</i> }	
Lisa Hill	– {14}	Pensions Officer	
Lisa Hill	– {15}	Equalities Officer	
Sue Dockett & Adrian Edgington	– {16}	Retired Members Link Officer	
None Elected	– {17}	Labour Link Officer	
None Elected	– {18}	L.G.B.T Officer	
Mpelu Siwu	– {19}	Black Members Officer	
x 7 Members {named below}	– {20}	Workplace Representatives	0.5
Judith Moore / Mpelu Siwu / Dawn Sadler / Lisa Hill / Ged Wilde / Sam Krauss and Alvin Harrison			7.0

Date range	Spending on union activity as a % of the total pay bill.
	0.77%