REPORT AGENDA ITEM 13
LEICESTERSHIRE COUNTY COUNCIL
HIGHWAYS FORUM FOR CHARNWOOD
5TH SEPTEMBER 2012
DEPARTMENTAL REORGANISATION
REPORT OF THE DIRECTOR OF ENVIRONMENT AND TRANSPORT

Purpose of Report

1. The purpose of this report is to provide Members with details of the Environment and Transport Department management team structure.

Background

2. At the last forum meeting, Members were given a report on the changes to the Highways Management Group following its reorganisation.

3. Members welcomed this report and some expressed an interest in the wider management structure of the department. This report is intended to provide Members with a brief overview of the organisation of the Environment and Transport Department, its management structure and the division of responsibilities.

Environment and Transport Department Management Structure

4. Beneath the Director of Environment and Transport, the department is split into three branches: Environment, Transportation and Highways. Each of these branches is led by an Assistant Director who is supported by a number of Group Managers. The appendix to the report gives a quick reference guide to the names and roles of the Assistant Directors and Group Managers. Each group contains teams that deliver specific areas of service, which are detailed below.

Environment (Assistant Director - Holly Field)

5. Projects and Resources Management Group (Vicky Cormie) – Main areas of responsibility are recycling credits, waste prevention, recycling, volunteers, data monitoring, schools, programme co-ordination and projects. The teams (and managers) within the group are:
   • Waste Prevention and Recycling (Anna Low and Linda Wilson).
   • Programme Coordination (James O’Brien).
   • Project Manager (Sue Smith).
6. Waste Management Group (Harold Yates) - Main areas of responsibility are management of waste contracts, monitoring, inspection, procurement, weighbridge, recycling and household waste sites and landfill allowances trading scheme. The teams (and managers) within the group are:
   - Waste Management x 2 (Rashik Lad and Nigel Shilton).

7. Environmental Management Group (Peter Williams/Joanna Guyll) – Main areas of responsibility are landscape/green infrastructure, climate change and the waste partnership. The teams (and managers) within the group are:
   - Climate Action (Oliver Savage).
   - Green Infrastructure (Tony Lockley).
   - Waste Partnership (Andrew Harper).

Transportation (Assistant Director - Ian Drummond)

8. Sustainable Travel Group (Tony Kirk) - Main areas of responsibility are passenger transport policy, driver & escort services, home to school transport, adult social care transport, transport information, transport for disabled & rural residents, concessionary travel, public rights of way policy and travel choices. The teams (and managers) within the group are:
   - Contracts (Ashley Holland).
   - Passenger Fleet (Peter Woodward).
   - Policy and Information (Biddy Small).
   - Quality (Dave Smith).
   - Business Development and Support (Mark Watters).
   - Travel Choice and Access (Ian Vears).

9. Transport Policy and Strategy Group (Paul Sheard) - Main areas of responsibility are transport policy and strategy, LTP Implementation Plan client, data and intelligence, transport development control and programme client. The teams (and managers) within the group are:
   - Economy and Growth (Jo Eynon).
   - Transport Policy (Andy Yeomanson).
   - Transport Data and Intelligence (Sonny Tolofari).
   - Transport Development Control (Kingsley Cook).
   - Infrastructure Planning (Bernard Evans).

10. Traffic and Safety Group (Greg Payne) - Main areas of responsibility are parking penalty notice processing, traffic management policy and implementation, school crossing patrols, disabled parking policy, accident investigation and data analysis, road safety education, training and publicity. The teams (and managers) within the group are:
    - Traffic Management (David Wright).
    - Notice Processing Unit (Phil Selvidge).
    - Road Safety Education (Nigel Horsley).
• Accident Investigation (Steve Karkowski).

11. **Business Change Group (Chris Lewis)** - Main areas of responsibility are business process improvement, efficiency programme management, performance management, business planning and quality assurance.

**Highways (Assistant Director - Mark Stevens)**

12. **Technical Services Group (Nic Rowe)** - Main areas of responsibility are transport asset management, highways management systems, flood risk management, fleet client (council-wide), Customer Service Centre liaison, secretariat and democratic support, complaints co-ordination, departmental intelligent client & support. The teams (and managers) within the group are:
   - Asset Management Planning (Danny Rawle).
   - Fleet Coordination (Vacant).
   - Highway Management System (Ruth Hughes).
   - Administration (Peter Bradshaw).

13. **Engineering Design Group (Karen Notman)** - Main areas of responsibility are integrated transport project development, highways design and supervision services, highway structures management and maintenance, structural design and technical approval services, traffic signal design and management, feasibility studies and scheme assessments, land reclamation services, environmental and topographical surveys, surface water drainage assessments and sustainable urban drainage (SUDs) design. The teams (and managers) within the group are:
   - Highway Structures (Malcolm Smith)
   - Environment & Structures (Chris Waterfield)
   - Majors & Commercial (Harjinder Marwaha)
   - Traffic Systems Management (Pravin Patel)
   - Sustainable Travel & Improvements (Martin O’Connor)
   - Accessible Travel & Improvements (Lee Quincey).

14. **Highways Management Group (Vic Turner)** - Main area of responsibility is as the maintenance client for the highway network, including highway inspections, highways licensing and enforcement, development of maintenance priorities, programmes and projects, environmental maintenance, public rights of way, street lighting, traffic signs and lines, winter maintenance services, road works coordination and road space management. The teams (and managers) within the group are:
   - North Area (Andrew Lorimer).
   - South Area (Ian Grierson).
   - East Area (Mike Sheldrake).
   - County Wide (Peter Hosking).
15. **Leicestershire Highways Operations (Bob Holt)** - Main area of responsibility is to provide the contracting operations for winter maintenance, surface dressing, drainage, highway repairs, capital schemes, signs, forestry, fleet and street lighting. The teams (and managers) within the group are:
- Senior Operations Manager (Chris Green).
- Operations Manager - North (Brian Ferbrache).
- Commercial and Logistics (Sharon Rassool).

16. **Midlands Highways Alliance (MHA) (Peter Barclay)** - Main area of responsibility is the management of the MHA and Leicestershire Highway Works Alliance (HWA), a partnership of authorities who share a common goal of improving performance, sharing best practise and making efficiency savings in the delivery of highway services by working together. The MHA delivers the regional procurement and implementation of highways maintenance, professional services and capital works through framework agreements and a training service.

**Contact Arrangements**

17. For all routine enquiries and/or reports, Members should continue to use the County Council’s Customer Service Centre (CSC) on 0116 305 0001 as this is by far the most effective and efficient method of resolving these types of issues. If Members wish to discuss any issues in more detail, then they can ask to be contacted by the relevant managers via the CSC.

**Recommendation**

18. It is recommended that Members note the contents of this report.

**Officer to Contact**

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Appendix – Environment and Transport Senior Management Team