

**WEST LOTHIAN COUNCIL
MEMBER LIAISON OFFICERS**

Executive Management Team

Chief Executive	Graham Hope	Ext 81697
Depute Chief Executive for Education, Planning and Economic Development	Elaine Cook	Ext 83050
Depute Chief Executive for Health and Social Care Partnership	Jim Forrest	Ext 81977
Depute Chief Executive for Corporate, Operational and Housing Services	Graeme Struthers	Ext 81776
Head of Finance and Property Services	Donald Forrest	Ext 81294

Chief Executive Office

General Issues	Morgan Callachan Caitlin Hirst	Ext 81080 Ext 81278
Emergency Planning	Caroline Burton	Ext 81651
Monitoring Officer	Julie Whitelaw	Ext 81626
Elections	James Millar	Ext 81695

If the above officers are not available or if you wish information on any subject not listed, please contact **Finlay Brown Ext 81679**

Corporate Communications

Council Communications	Garry Heron	Ext 82006
Media relations	“	“
Event and project planning	“	“

If the above officers are not available or if you wish information on any subject not listed, please contact **Ewen McNamee Ext 82007 or Lewis Carr Ext 82005**

Transformation Programme Team

Programme Manager	David Maule	Ext 81302
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Finance and Property Services

Head of Finance and Property Services	Donald Forrest	Ext 81294
Advice Shop	Christopher Nelson Nahid Hanif	Ext 82997 Ext 83022
Asset Management	Paul Kettrick	Ext 81826
Audit, Risk and Counter Fraud	Kenneth Ribbons	Ext 81573
Benefits (constituent enquiries)	Andy Hilditch	Ext 82659
Benefits (general enquiries)	Barrie Bishop	Ext 82687
Budget	Patrick Welsh	Ext 81320
Civic Centre Building Manager	Paul Kettrick	Ext 81826
Construction Services Manager (Design, Surveying & Maintenance)	Marjory Mackie	Ext 81119
Council Tax (constituent enquiries)	Mhairi Welsh	Ext 82654
Council Tax (general enquiries)	Scott Reid	Ext 82700
Financial Advice	Patrick Welsh	Ext 81320
Internal Audits (Audit enquiries)	Sharon Leitch	Ext 81572
Investigations (Fraud and Whistleblowing enquiries)	Stuart Saunders	Ext 81574
Land Ownership Enquiries	Brian Chrystal	Ext 81821
Non Domestic Rates (constituent enquiries)	Mhairi Welsh	Ext 82654
Non Domestic Rates (general enquiries)	Scott Reid	Ext 82700
Property Management & Development	Paul Kettrick	Ext 81826
Insurance	Reta Wallace	Ext 81317
Service Accounts (constituent enquiries)	Mhairi Welsh	Ext 82654
Service Accounts (general enquiries)	Scott Reid	Ext 82700
Treasury Management	Pamela Bell	Ext 81282
Welfare Reform	Graham Watt	Ext 82681

If the above officers are not available or if you wish information on any subject not listed, please contact **Donald Forrest Ext 81294**

Education, Planning and Economic Development (Elaine Cook)

Head of Education (Curriculum, Quality Improvement and Performance)	Donna McMaster	Ext 81673
Early years, primary and secondary schools	Donna McMaster	Ext 81673
Educational attainment	Donna McMaster	Ext 81673
Education quality improvement	Greg Welsh	Ext 82279
Performance of Service	Donna McMaster	Ext 82279
Pupil Equity Funding	Catrina Hatch	Ext 83924

If the above officers are not available or if you wish information on any subject not listed, please contact **Andrew Sneddon Ext 81678**

Head of Education (Learning, Policy and Resources)	James Cameron	Ext 83680
16+ Learning Choices/More Choices More Chances	Dawn Roden	Ext 81938
Active Schools and Community Sport	Alan Colquhoun	Ext 81646
Additional learning needs services	Alison Raeburn	Ext 82634
ASN schools and units	James Cameron	Ext 83680
Adult Learning	Laura Wilson	Ext 82917
Complaints and freedom of information	Hannah Haywood	Ext 81838
Early years and childcare placement and provision	Donna Adam	Ext 81646
Education maintenance allowance, free school meals, clothing grants	Hannah Haywood	Ext 81838
Community youth service	Beverley Akinlami	Ext 81093
Community Arts	Alan Colquhoun	Ext 80994
Educational Psychology Service	Jennyfer McNiven	Ext 83109
ICT strategic planning	Laura Compton	Ext 82615
Instrumental music	Alan Colquhoun	Ext 81995
Parent councils	Hannah Haywood	Ext 81838
Pupil placement	Donna Adam	Ext 81646
School infrastructure and environment including PPP	Donna Adam	Ext 81646
West Lothian Leisure Liaison	Alan Colquhoun	Ext 83680

If the above officers are not available or if you wish information on any subject not listed, please contact **Andrew Sneddon Ext 81678**

Head of Planning, Economic Development and Regeneration	Craig McCorriston	Ext 82443
Climate change and carbon management	Peter Rogers	Ext 81107
Economic Development - business development/start-up	Alice Mitchell	Ext 83079
Economic Development - European funding	Alice Mitchell	Ext 83079
Economic Development - general	Alice Mitchell	Ext 83079
Economic Development - policy and strategy	Alice Mitchell	Ext 83079
Economic Development - statistics and	Alice Mitchell	Ext 83079

information		
Environmental Health – food safety	Craig Smith	Ext 82385
Environmental Health - general	Andrew Blake	Ext 82381
Environmental Health – health & safety	Craig Smith	Ext 82385
Environmental Health – pest control & dog warden	Andrew Blake	Ext 82381
Environmental Health – public health & pollution	Craig Smith	Ext 82385
Planning – Building Standards	Jim McGinley	Ext 82395
Planning – Contaminated Land	Dominic Young	Ext 82434
Planning – Development Management	Wendy McCorriston/ Ross Burton	Ext 82406 Ext 82405
Planning Services - general	Jim McGinley	Ext 82395
Planning – Development Planning	Fiona McBrierty	Ext 82418
Planning – Education Planning	Andrew Cotton	Ext 83080
Planning – statistics and information	Rebecca Anderson	Ext 82427
Trading Standards – commercial & agriculture	Ed Machin	Ext 82476
Trading Standards – Fair Trading	Ed Machin	Ext 82476
Trading Standards – general	Ed Machin	Ext 82476
Regeneration & Employability	Alice Mitchell	Ext 83079
Community Planning Programme Manager	Alice Mitchell	Ext 83079
<u>Community Regeneration Officers</u>		
Ward 1 – Linlithgow	Douglas Grierson	Ext 81088
Ward 2 – Broxburn/Uphall/Winchburgh	Douglas Grierson	Ext 81088
Ward 3 – Livingston North	Scott McKillop	Ext 81092
Ward 4 – Livingston South	Lesley Keirnan	Ext 81087
Ward 5 – East Livingston and East Calder	Lesley Keirnan	Ext 81087
Ward 6 – Fauldhouse and Breich Valley	Laura Wilson	Ext 81085
Ward 7 – Whitburn and Blackburn	Scott McKillop/Michelle Kirkbright	Ext 81092 Ext 83233
Ward 8 – Bathgate	Nairn Pearson	07917263587
Ward 9 – Armadale and Blackridge	Michelle Kirkbright	Ext 83233
Voluntary Sector	Alice Mitchell	Ext 83079

If the above officers are not available or if you wish information on any subject not listed, please contact **Tracy Sinton Ext 81677**

Corporate, Operational and Housing Services (Graeme Struthers)

Interim Head of Housing, Customer and Building Services	AnnMarie Carr	Ext 81355
Allocations	Lynn Meek	Ext 82756
Area Housing Manager – Ward 9 (Armadale and Blackridge)	Lorraine Donnelly	01501 678301
Area Housing Manager – Ward 8 (Bathgate)	Kate Ward	01506 283414
Area Housing Manager – Ward 6 (Fauldhouse and the Breich Valley)	Sandy	01506 283973
Area Housing Manager – Ward 1 (Linlithgow), 2 (Broxburn Uphall and Winchburgh) & 5 (East Livingston and East Calder)	Phyllis McFadyen	01506 775512
Area Housing Manager – Ward 3 (Livingston South) and 4 (Livingston North)	Sandy Ross	01506 283973
Area Housing Manager – Ward 7 (Whitburn and Blackburn)	Gary Stoddart	01501 678012
Building Services Manager	Grant Taylor	Ext 83640
Housing Management & Community Safety Manager	Alison Smith	Ext 81367
Performance and Change Manager	Sarah Kelly	Ext 81877
Housing Needs Manager	Katy McBride	Ext 81070
Homeless Services Manager	Dawn Crow	Ext 81405
Housing Options Manager	Kirsty McDonald	Ext 81357
Service Development Officer – Performance and Change Service	Kirsty Young	Ext 81873
Head of Service Complaints/ Enquiries	Nicola Greenhorn	Ext 81072
Housing Repairs		
Housing Repairs including gas servicing / maintenance	Marc Garland	Ext 83590
Housing Capital Work (Building Services works only)	Richard Green	Ext 83593
Quality Assurance Officer – BS Complaints All Cllr enquires should be sent to - BuildingServicescomplaints@westlothian.gov.uk	Jois Rafferty	Ext 83630
Housing Strategy & Development	Colin Miller	Ext 81379
New build council housing	Grant Walker	Ext 81381
Housing Capital Programme	Robert Smith	Ext 82386

Safer Neighbourhood Team		
Safer Neighbourhood Team Manager	Alison Smith	Ext 81367
SNT Officers – East Zone – Ward 1 Linlithgow: Ward 2 Broxburn, Uphall & Winchburgh: Ward 3 Livingston North: Ward 4: Livingston South: Ward 5 East Livingston & East Calder)	All enquiries should be directed to SNT@westlothian.gov.uk	
SNT Officers – West Zone – Ward 6 Fauldhouse and the Breich Valley:	All enquiries should be directed to	

Ward 7 Whitburn and Blackburn: Ward 8 Bathgate: Ward 9 Armadale and Blackridge	SNT@westlothian.gov.uk	
Customer and Community Services		
Customer Service Centre	Anna Brash	Ext 82540
Customer and Community Services Manager	Ralph Bell	Ext 82774
Armadale and Whitburn Neighbourhood	George Scott	07736212977
Bathgate and Blackburn Neighbourhood	Anne-Marie Vance	Ext 82753
Broxburn and Linlithgow Neighbourhood	Ann-Marie Vance	Ext 82753
Livingston and Calders Neighbourhood	Julia Laidlaw	07798580122
Registration	Wendy Thomas	Ext 82916

If the above officers are not available or if you wish information on any subject not listed, please contact **Tracey Macnair Ext 81655**

Head of Corporate Services	Julie Whitelaw	Ext 81626
Best Value	Rebecca Kelly	Ext 81891
Children's Panel Advisory Committee	Carol Johnston	Ext 81605
Civic Centre Central Administration	Lesley Henderson	Ext 81408
Committee Services	See Committee Officers	
Committee Officers	Anastasia Dragona Val Johnston Lorraine McGroty Eileen Rollo Rachel Gentleman	Ext 81601 Ext 81604 Ext 81609 Ext 81621 Ext 81596
Health & Safety	Kim Hardie	Ext 81404
Human Resources Services – advice and support	Lesley Henderson	Ext 81408
IT Services – advice & support	Alastair Marshall	Ext 81512
IT services – faults & requests	David Kew	Ext 81508
IT Services – mobile phone/blackberry	David Kew	Ext 81508
IT Services - telephones	Ian Forrest	Ext 81081
Legal Services	Carol Johnston	Ext 81605
Licensing Board (liquor and betting/gaming licensing)	Audrey Watson	Ext 81624
Licensing Committee and administration of taxis, private hire car and other council licensing	Audrey Watson	Ext 81624
Member Services	Lesley Henderson Jacqui Kerr (Civic Office) Maureen MacPherson Karen Marshall	Ext 81408 Ext 81267 Ext 81731 Ext 81707
Payroll (salaries, travel and expenses enquiries)	Katrina Daly	Ext 81402
Payroll for Councillors	Katrina Daly	Ext 81402

Quality & Performance team	Rebecca Kelly	Ext 81891
Procurement	Angela Salmons	Ext 83259

If the above officers are not available or if you wish information on any subject not listed, please contact **Julie Whitelaw Ext 81626**

Head of Operational Services	Jim Jack	01506 284680
<u>Facilities Management</u> (Catering / Cleaning/ Janitorial/ School Crossing Patrol Guides)	Jamie Fisher Margaret McCauley	01506 281324 01506 284666
<u>Fleet Management</u>	David Goodenough Douglas West	01506 284645 01506 284683
<u>Inprint</u>	Matthew Baxter Carol Meldrum	01506 283249 01506 284526
<u>NET's, Land and Countryside</u>	Andy Johnston	01506 284263
Burials, Cemeteries & War Memorials	David Cullen George Downey	01506 284610 01506 284602
Country Parks & Woodlands	Eirwen Hopwood Beverly Stirling	01506 284503 01506 284505
Grounds Maintenance	Tony Fleming	01506 284611
Open Space/ Public Parks	David Cullen Simon Scott	01506 284610 01506 284626
Play Areas Tree Management	Simon Scott Eirwen Hopwood	01506 284626 01506 284503
Street Cleansing (Environmental Wardens, Litter)	David Lees	01506 284612
<u>Community & Public Transport</u>	Nicola Gill Keith Smith	01506 282317 01506 282320
<u>Roads Maintenance</u> (Drainage, Gullies, Road Re-Marking, Road & Footway Maintenance, Safety Fencing and Pedestrian Guardrails)	Graeme Malcolm Kenneth Brown	01506 282351 01506 284818
<u>Road Closures/ Diversions/ PU's</u>	Jason Halliday	01506 284389
<u>Roads Operations</u> Winter Roads Service Grit Bin Enquiries	David Wilson Ross McDonald Scott Hill-Anderson	01506 284598 01506 284845 01506 284628
<u>Street Lighting</u> Traffic Signals Traffic Signs / Street Nameplates	Neil Wilson Derek Alexander Neil Wilson	01506 284815 01506 284539 01506 284815

<u>Flood Risk Management</u> (Culverts, Water Courses, SUDS)	Ronnie Fisher Graeme Hedger	01506 284597 01506 284533
<u>Transportation Projects</u> (Capital roads maintenance works and new roads projects)	Ronnie Fisher Brian McDowell	01506 284597 01506 284534
<u>Transportation Structures</u> (Bridges, Retaining Walls Abnormal loads, Heritage Structures/ Sculptures)	Ronnie Fisher Alistair Williamson	01506 284597 01506 282346
<u>Transportation Development & Planning</u> (Street Naming and Property Numbering Road, Construction Consents, Road Adoption Records)	Graeme Malcolm	01506 282351
<u>Road Safety & Traffic Management.</u> (Disabled Parking, Traffic Regulation Orders, Access Protection Markings, Parking Restrictions)	Gordon Brown	01506 282340
<u>Waste and Recycling Services</u> Waste Operations (domestic collections) Waste Recycling/ CRC Sites	David Goodenough David McPhail Gillian Wilson	01506 284645 01506 284642 01506 284654
Waste Strategy	Karen King	01506 284648
Waste Education (awareness and engagement)	Alison Towers	01506 284649

If the above officers are not available or if you wish information on any subject not listed, please contact **Tracy Young 01506 284679**

Community Health and Care Partnership (Jim Forrest)

Head of Social Policy (Interim) Chief Social Work Officer (Interim)	Jo MacPherson Pamela Main	Ext 82194 Ext 81936
Community Care Prevention and Assessment Older people /Adult services	Pamela Main	Ext 81936
Community Care Support and Services Communities & Information/ Adult Services/ Occupational Therapy	Tim Ward	Ext 81235
Children Services	Susan McKenzie (Interim)	Ext 81347
Integration Joint Board	Lorna Kemp	Ext 83519
Young People and Public Protection / Criminal Justice	Tim Ward	Ext 81235

If the above officers are not available or if you wish information on any subject not listed, please contact **Jodie Fullerton on 81848 or 01506 52269**

**Chief Executive Office
May 2019**