

Request reference: 150_14

1. A copy of the organisational structure of the Corporate Communications department.

Duty	Job Title	Post Rank Grade
Command Team	Head of Corporate Communications	M-Band-3
Command Team	Head of Public Relations	Band-E-Lower
Digital Services Team	Website Programmer	Band-D-Lower
Freedom of Information Unit	Business Support Manager	Band-D-Lower
Press Office	Organisational Territorial Communications Manager	Band-D-Lower
Press Office	Operational Communications Manager	Band-D-Lower
Press Office	Senior Web Designer	Band-D-Lower
Press Office	Communications Manager	Band-D-Lower
Command Team	Head of News	Band-D
Digital Services Team	Photographer	Band-C-Lower
Freedom of Information Unit	Disclosure Officer	Band-C-Lower
Press Office	Operational Communication Officer	Band-C-Lower
Press Office	Communications Officer	Band-C-Lower
Digital Services Team	Assistant Web Designer	Band-C
Press Office	Organisational Communications Officer	Band-C
Secretarial & Awards - Central Team	Awards and Secretarial Co-ordinator	Band-C
Business Support	Business Support Assistant	Band-B
Freedom of Information Unit	Business Support Assistant	Band-B

2. A copy of all job descriptions, including salary scales, for each role within the Corporate Communications department.

The job descriptions have been attached. Please find the pay scales for staff on our publication scheme, which can be found by following the link below:

<http://foi.west-midlands.police.uk/publication-scheme/what-we-spend-and-how-we-spend-it/>

3. Details of any and all roles (including job title, job description and salary scale) outside of the Corporate Communications department with responsibility in the following areas: Internet/website development or Internet/website system administration; Intranet development or Intranet system administration; Social Media (e.g. Facebook, Twitter, YouTube).

The Corporate Communications department has primary responsibility for the West Midlands Police website, intranet and Social Media use. There are no roles outside that department whose primary responsibility is web editing or social media use.