

SBC Communications Service  
Who provides the current service?

<b>Current Service provision</b>	<b>FTE Count</b>	<b>PR</b>	<b>Marketing</b>	<b>Internal Comms</b>	<b>Branding</b>
<b>Resources - Communications Team</b>					
Interim Head of Communications and Marketing	1				
Communications Manager	1				
Deputy Public Relations Officer	1	65%	20%	10%	5%
Assistant Public Relations Officer	3				
Press & Media Officer	0.5				
Communications Assistant	1				
Administrative Assistant	1				
<b>D&amp;NS Performance and Business Service</b>					
Marketing Manager	1				
Marketing Assistant	1				
Systems Development Officer	1		100%		
Promotions & Canvassing Officer	2 (4xp/t)				
Environmental Awareness Officer	1				
<b>CESC – BSF</b>					
Communications Officer	1	65%	20%	10%	5%
<b>D&amp;NS – Regeneration</b>					
Tourism Service Manager	1		50%		50%
Tourism Promotions Assistant	1				
<b>Xentrall – D&amp;P</b>					
Design & Print Manager	1				
Business Support	1				
Manager/Print Buyer	1				
Receptionist/ Admin Assistant	1				
Studio Supervisor	2				
Senior Graphic Designer	3				
Graphic Designer	3		80%	10%	10%
Assistant Graphic Designer	1				
Print, Copy and Finisher	3				
Supervisor	4				

Printer Copier Finisher Receptionist/copier/finisher NB(3 staff at Darlington site)					
<b>Xentrall – Business Service</b>					
Web Master	1		80%	10%	10%
Total	38.5				

### Notes

There are 38.5 staff engaged in communications activities across the council and in Xentrall. These are the current staff and services considered in the scope of this review.

The 21 staff in Xentrall provide the service to Stockton and Darlington – 3 of these staff are based at Darlington.

The final 4 columns of the table give an approximate assessment of the proportion of each teams time spent on each type of communications activity.

Internal Communications Activity is also undertaken by all service groups as part of general management and staff development activities.