



## Report to Policy Committee

**Author/Lead Officer of Report:**

Abby Hodgetts, Principal Committee Secretary

**Tel:** 2735033

**Report of:** *Executive Director, Resources*

**Report to:** *Strategy and Resources Policy Committee*

**Date of Decision:** *5 July 2022*

**Subject:** *Staff Retirements*

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>				
Has appropriate consultation taken place?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<p><i>“The <b>(report/appendix)</b> is not for publication because it contains exempt information under Paragraph <b>(insert relevant paragraph number)</b> of Schedule 12A of the Local Government Act 1972 (as amended).”</i></p>				

### **Purpose of Report:**

To report the retirement of the following staff from the Council’s Service and to convey the Council’s thanks for their work.

**Recommendations:**

To recommend that Strategy and Resources Policy Committee:-

- (a) place on record its appreciation of the valuable services rendered to the City Council by the members of staff in the Portfolios stated;
- (b) extend to them its best wishes for the future and a long and happy retirement; and
- (c) direct that an appropriate extract of the resolution now made, under the Common Seal of the Council, be forwarded to those staff with over 20 years' service.

**Background Papers:**

*(Insert details of any background papers used in the compilation of the report.)*

<b>Lead Officer to complete:-</b>		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>N/A</i>
		Legal: <i>N/A</i>
		Equalities & Consultation: <i>N/A</i>
		Climate: <i>N/A</i>
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>EMT member who approved submission:</b>	<i>Eugene Walker</i>
3	<b>Committee Chair consulted:</b>	<i>Terry Fox</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> <i>Mark Bennett</i>	<b>Job Title:</b> <i>Director of HR and Customer Services</i>
	<b>Date:</b> <i>27<sup>th</sup> June 2022</i>	

## 1. PROPOSAL

To report the retirement of the following staff from the Council's Service and to convey the Council's thanks for their work:-

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<b><u>City Futures</u></b>		
Alan Williams	Project Officer, Culture and Environment	32
Martin Wood	Asset Strategy and Performance Team Manager	37
<b><u>Operations</u></b>		
Simon Botterill	Service Manager - Transport Projects	41
Christopher Johnson	Service Manager - Projects and Commercial	44
Bernadette Kitching	Environmental Health Officer	42
David Woodhead	Joiner, Repairs and Maintenance Service	43
<b><u>People Services</u></b>		
Susan Billard	Primary School Assistant, Lydgate Junior School	24
Sandra Hope	Assistant Headteacher, Angram Bank Primary School	22
<b><u>Resources</u></b>		
Kath Greenwood	Personal Assistant to Director of Human Resources and Customer Services	21
Angela Hall	Trade Union Convenor	55

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