



## Report to Policy Committee

### Author/Lead Officer of Report:

Craig Rogerson,  
Principal Democratic Services Officer Team Manager

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**Report of:** *Chief Operating Officer*

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

**Date of Decision:** *30 May 2024*

**Subject:** *Staff Retirements*

Has an Equality Impact Assessment (EIA) been undertaken? Yes  No

If YES, what EIA reference number has it been given? *(Insert reference number)*

Has appropriate consultation taken place? Yes  No

Has a Climate Impact Assessment (CIA) been undertaken? Yes  No

Does the report contain confidential or exempt information? Yes  No

If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-

*“The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).”*

### 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 Directorates 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>James Henderson</i>
3	<b>Committee Chair consulted:</b>	<i>Tom Hunt</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>Jane English</i>	<b>Job Title:</b> <i>Director of People and Culture</i>
	<b>Date:</b> <i>30 May 2024</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>Children's Services</u></b>		
Jeanette Holmes	Teaching Assistant, Arbourthorne Community Primary School	22
Susan Jowitt	Teacher, Intake Primary School	31
Diane Nimmo	Teacher, The Rowan School	22
Samantha Robinson	Teacher, Intake Primary School	31
<b><u>Neighbourhood Services</u></b>		
Julie Dewhurst	Processing Assistant	26
Karen Lewis	Community Partnerships Officer	41
Rosemary Mitchell	Senior Transport Officer - Operations Delivery and Development	24
<b><u>Strategic Support Services</u></b>		
Liz Gough	Assistant Director - Finance Business Partnering	40

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