



## Report to Policy Committee

### Author/Lead Officer of Report:

Craig Rogerson,  
Principal Democratic Services Officer Team Manager

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**Report of:** *Report of the Director of Policy and Democratic Engagement*

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

**Date of Decision:** *12 March 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:-

### 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:**

*None*

<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>Caroline Nugent</i>	<b>Job Title:</b> <i>Interim Director of People and Culture</i>
	<b>Date:</b> <i>12 March 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>		
Shanti Davis	Support Worker	28
Jane Riddell	Teacher, Limpsfield Junior School	23
<b><u>Neighbourhood Services</u></b>		
Diane Deakin	Cleaning Operative	21

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