

**REPORT OF THE HEAD OF RESOURCES
LONG SERVICE AWARD FOR BARBARA BROWN**

1 Purpose of Report

To present Mrs Barbara Brown with her long service award.

2 Executive Summary

Barbara joined the Borough Council on 4 January 1989 and after 25 years service is eligible for a long service award.

3 Proposed Action:

Council is invited to note the long service award of Mrs Barbara Brown.

4 Discussion

4.1 Barbara worked as a Data Inputter in the computer room until the early 1990's, before we had personal computers. She changed roles to become a Cashier in the Tithe Barn offices. Initially Barbara worked part time covering lunch times for approximately four hours a day.

4.2 Barbara used to be given hand written sheets giving her all the information that needed updating overnight on the dumb terminals that were used. She was an expert in deciphering the writing of everyone at the council, and there was some terrible handwriting!

4.3 Following the restructure in 2011 Barbara became a Customer Service and Executive Support Officer. This involved a move from the Tithe Barn offices to Swanspool reception. Barbara continues in this role which has been renamed Service Support Officer during a recent restructure within Resources.

4.4 Outside of work Barbara loves rugby and is a Northampton Saints season ticket holder.

4.5 Barbara will not be attending the Council meeting.

4.6 Barbara has chosen Northampton Saints Rugby Club vouchers for her award.

5 Legal Powers

None.

6 Financial and Value For Money Implications

Long service award of £300.00.

7 Risk Analysis

None.

8 Implications for Resources

None.

9 Implications for Stronger and Safer Communities

None.

10 Implications for Equalities

None.

11 Author and Contact Officer

Lorraine Coleman, Senior Human Resources Officer

12 Consultees

None

13 Background Papers

None.

Report of the Head of Resources

Long Service Award for Karen Denton

1 Purpose of Report

To present Miss Karen Denton with her long service award.

2 Executive Summary

Karen joined the Borough Council on 28 November 1988 and after 25 years service is eligible for a long service award.

3 Proposed Action:

Council is invited to note the long service award of Miss Karen Denton.

4 Discussion

- 4.1 Karen joined the council as a Typist in the Chief Executive/Borough Treasurer's Department in 1988, her first full-time post after leaving school. Her new role made her one of the early pioneers of word processing at the council.
- 4.2 During the period to April 1997 Karen was promoted three times, becoming Secretary to the Borough Treasurer in April 1997, and Secretary to the Director of Finance and IT in May 1998. She was again promoted to PA to the same Director in 2003, starting to assume some responsibility for committee administration in 2004.
- 4.3 In June 2006, following a restructure of departments, Karen's management skills in her previous role were expanded when she was appointed as Business Support Unit Manager, establishing a cross-council clerical and administrative service. The Business Support Unit was merged with the Customer Service team in 2010, with Karen appointed as manager.
- 4.4 In 2011 a further major restructure of the council took place. On this occasion, many redundancies took effect, with remaining employees being redeployed to suitable roles. Karen was then appointed Principal Organisational Development Manager, a role she still occupies; she has responsibility for Human Resources and Organisational Development (including areas such as risk management, business continuity, performance management, equalities and post room).

- 4.5 Throughout her career Karen has undertaken many opportunities for self-development, notably attaining a Gold award in Operational Management and Leadership, and a CIPD Intermediate Award in Employment Law.
- 4.6 Karen and her partner have two teenage children. In her leisure time she enjoys playing badminton and is an avid Spurs supporter.
- 4.7 Karen will not be attending the Council meeting.
- 4.8 Karen has chosen Tiffany gift vouchers for her award.

5 Legal Powers

None.

6 Financial and Value For Money Implications

Long service award of £300.00.

7 Risk Analysis

None.

8 Implications for Resources

None.

9 Implications for Stronger and Safer Communities

None.

10 Implications for Equalities

None.

11 Author and Contact Officer

Bridget Lawrence, Head of Resources

12 Consultees

None

13 Background Papers

None.