

Agenda item 6

For information – Update on staff starters and leavers, health and safety matters and safeguarding

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Starters and leavers – since last report in October 2024

- At the end of 2024 we welcomed Laura O'Brien as Assistant Ranger, Laura has been a great asset to the Ranger team. In January 2025 Caroline Wajsblum took on her second FTC role as Home Energy Upgrade Coordinator and has been doing a great job filling the gap left by Sally, Retrofit Lead. In May 2025 Sarah Walton joined the Communities Team as the Key Centre Coordinator and has seen the reinvigoration of the centre with more to come. Katie Fraser was successful in her application for the role of Town Centre Coordinator and Owen King for his application for the role of Planning and Development Project Officer. We were excited to welcome them both as permanent members of staff. In September we have welcomed Clare Riley Davis as Finance Administrator who will be supporting the business team and Alastair Findlay as Facilities Manager. Welcome to the team both!
- We are all wishing Hannah Watts, Finance Officer, well as she begins her maternity leave. Hannah will be on leave until September 2026. Hannah's role will be covered between the Business team.

Health and Safety

Town Hall

- No reported incidents to report

FTC estate

- There are no reported accidents across the rest of the estate.

Safeguarding and safety in the Town Hall and the Key Centre.

- A verbal update will be provided at the meeting.