



Public Realm - Parks Service
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To whom it may concern

I can confirm that Lisa Roe was employed by Luton Borough Council within the Parks Division from 1st March 1993 to 23rd August 2018. We were sorry to see her go as she has been a valuable employee and a great colleague to work with, respected by everyone inside and outside the organisation.

During her 25 ½ years service she achieved many great things for Parks and the wider Council including new buildings, a junior golf course/academy, community asset transfers, and sports development including regular meetings with national sporting bodies and key partners such as Active Luton and the county sports partnership team Beds&Luton. In her time, the role changing and developing over the years, she also ran the former Luton in Bloom competitions with aplomb; managed the office side of the Stockwood Park Golf Centre; wrote committee/Executive reports including pre-consultation with sports clubs and appropriate bodies; obtained public health funding for new Parks health initiatives; facilities managed the various office buildings and sports pavilions including regular maintenance, redecoration, fire, H&S, water/Legionella control; organised the catering provision in all Luton parks; managed the sports bookings and payments together with Games Attendants/cleaners for all outdoor pitches (football, cricket, rugby, bowls, gaelic etc); facilitated the events taking place within parks and open spaces (from dog walks through fun days, sports festivals, fireworks displays, and on to the Mela and Carnival); and worked with Fixed Assets on negotiating new and existing leases and licences for all Parks premises.

Lisa managed a team of 4 office workers - supervisors and business administrators, together with a Building Maintenance Assistant, 8 Games Attendants and 7 Surveillance Officers. She also co-ordinated with the rest of the Parks team on all issues, and deputised for the former Parks Manager and subsequently the Greenspace Manager (myself) during holiday absences.

Luton

Lisa was a great team-player, able to communicate highly effectively with her employees, management, Councillors, other Council officers, and representatives from a wide range of partners, national governing bodies and external agencies. She was also very enthusiastic at all times and highly capable of working on her own initiative with minimal supervision. Her organisational and planning skills are superb. She is also punctual and utterly reliable, with a pleasant manner at all times, and never fails to hit a deadline, no matter what additional work and effort are required to achieve this.

I wish her well in any new role and feel she will be an asset to any organisation or indeed to clients, as I understand she is to embark on a self-employed career.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Steve Battlebury', with a long horizontal flourish extending to the right.

STEVE BATTLEBURY
GREENSPACE MANAGER