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**To: Members of the Personnel Sub-Committee - Councillors David Brackenbury, Wendy Brackenbury, Roger Glithero, Sylvia Hughes and Andy Mercer**

**cc: The Chairman and other Members of the Council (for information only)**

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<b>Please ask for</b>	<b>Direct Dial</b>	<b>Our Ref.</b>	<b>Your Ref.</b>	<b>Date:</b>
Keith Osborne	01832 742113	KWO		13 October 2009

Dear Councillor

A meeting of the **Personnel Sub-Committee** will be held in **Room CHG2**, East Northamptonshire House, Cedar Drive, Thrapston, on **Tuesday 20 October 2009**, at **2.00pm**.

*A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting.*

- 1. Minutes of Meeting on 8 September 2009 (attached)**
- 2. Apologies for absence**  
*(If you are unable to attend this meeting please notify Keith Osborne)*
- 3. Declarations of Interest**
- 4. Questions from Members under Council Procedure Rule 10.3 (if any)**

Members of the Sub-Committee have the right to ask the Chairman a question on any matter which the Council has powers or duties, or which affects East Northamptonshire and falls within the Committee's terms of reference, provided that 72 hours notice is given to the Chief Executive. (A form is available on 'Eunice', or email kwosborne@east-northamptonshire.gov.uk for a copy)

- 5. Current outstanding staff vacancies**  
(Verbal Report to be given by the Head of Organisational Development)
- 6. Revenue Budget**  
(Note from the Chief Finance Officer **attached**)
- 7. Date of Next Meeting**  
Tuesday 1 December 2009 at 2pm

**The Committee shall resolve to exclude the public and press from the meeting during consideration of the following item of business because exempt information, as defined under paragraph 2, Part 1 of Schedule 12A, Local Government Act 1972, may be disclosed.**

- 8. Consultation on Staff Benefits – Life Assurance and BUPA**  
(To consider the results of employee consultation – details **attached**)

**Yours sincerely**

**DAVID OLIVER**

**Chief Executive**