To: Members of the Personnel Sub-Committee – Councillors Wendy Brackenbury, Roger Glithero, Glenn Harwood, Steven North and Jeremy Taylor.

cc: The Chairman and other members of the council (for information only).

Please ask for Direct Dial Our Ref. Your Ref. Date:
James McLaughlin 01832 742113 JMcL/PSUB 31 May 2012

Dear Councillor

A meeting of the Personnel Sub-Committee will be held in Room CHG2, East Northamptonshire House, Cedar Drive, Thrapston, on Tuesday 12 June 2012, at 2pm.

Agenda

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 25 April 2012 (attached)

2. Apologies for absence
   (If you are unable to attend this meeting please notify James McLaughlin)

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 sub-committee's terms of reference, provided that is given to the Chief Executive by 5pm on the working day preceding the meeting. (A form is available on ‘Eunice', or email jmclaughlin@east-northamptonshire.gov.uk for a copy)

5. Workforce Statistics (attached)

6. Vacant Posts Update (attached)

7. Appointment of Sub-Committee Members to review:
   (a) Pay & Reward Strategy
   (b) Returning Officer’s Fees

8. Date of Future Meetings
   - Tuesday 24 July 2012 at 2pm
   - Tuesday 4 September 2012 at 2pm
   - Tuesday 16 October 2012 at 2pm
   - Tuesday 27 November 2012 at 2pm
   - Tuesday 29 January 2013 at 2pm

Council for the District of East Northamptonshire
Tuesday 19 March 2013 at 2pm

The sub-committee shall resolve to exclude the public and press from the meeting during consideration of the following items of business because exempt information, as defined under paragraphs 1 & 2 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

9. **Shared Legal Services**  
   (Report of the Head of Resources & Organisational Development - *to follow*)

10. **Council Car Scheme Review**  
    (Report of the Human Resources Manager - *to follow*)

Yours sincerely

DAVID OLIVER
Chief Executive