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To: Members of the Personnel Sub-Committee – Councillors Wendy Brackenbury, Roger Glithero JP, Glenn Harwood MBE, Steven North and Jeremy Taylor
cc: The Chairman and other members of the Council (for information only).

Please ask for	Direct Dial	Our Ref.	Date:
Paul Smith	01832 742175	PS/PSUB	12 July 2013

Dear Councillor,

A meeting of the **Personnel Sub-Committee** will be held in the **Council Chamber**, East Northamptonshire House, Cedar Drive, Thrapston, on **Tuesday 23 July 2013 at 2pm**.

Please note the venue for the meeting which differs from the usual venue for meetings of the Sub-Committee

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 the meeting held on 11 June 2013 (attached)**
- 2. Apologies for absence**
(If you are unable to attend this meeting please notify Paul Smith)
- 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 notice is given to the Chief Executive by 5pm on the working day preceding the meeting. (A form is available on 'Eunice', or email psmith@east-northamptonshire.gov.uk for a copy)
- 5. Commencement Time for Meetings of the Sub-Committee.** To consider changing the usual start time of 2.00pm for future meetings of the Sub-Committee.

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 2 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

- 6. **Staff Proposal 24 – Review of Waste Management Team** (report of the Waste Manager – attached)
- 7. **Staff Proposal 25 – ICT Web Development Team Restructure** (report of the Applications Support Manager – attached)
- 8. **Staff Proposal 26 – Review of Planning Services** (report of the Interim Head of Planning Services – attached)

Yours sincerely

DAVID OLIVER
Chief Executive

FIRE/EMERGENCY EVACUATION

Please read the fire/emergency evacuation instructions before the meeting begins. These are displayed at the entrance to the Council Chamber.

If the emergency alarm sounds, you must evacuate the building immediately by the nearest signed fire exit and proceed to the main car park area as directed by the Democratic Services staff. Further instructions will then be given.