

Cedar Drive Thrapston Northamptonshire NN14 4LZ
Telephone 01832 742000
Email psmith@east-northamptonshire.gov.uk
www.east-northamptonshire.gov.uk

**To: 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
Paul Smith

Direct Dial
01832 742175

Date:
2 December 2014

Dear Councillor,

A meeting of the **Personnel Sub-Committee** will be held in the **Kasen Room**, East Northamptonshire House, Cedar Drive, Thrapston, on **Monday 8 December 2014** at **10.30am**.

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 29 September 2014 (attached)**
If you have any queries in respect of the accuracy of the minutes, please notify Paul Smith prior to the meeting.
 - 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. 2014/16 National Pay Award** (report of the Head of Resources and Organisational Development – **attached**)
 - 6. Administration Assistant – Planning Services** (joint report of the Planning Services Administration Manager and the Building Control Manager – **attached**)
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7. **Head of Finance Appointment** (report of the Chief Executive – **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 meeting room.

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.