

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

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

Please ask for	Direct Dial	Our Ref.	Your Ref.	Date:
Keith Osborne	01832 742113	KWO		4 February 2010

Dear Councillor

A meeting of the **Personnel Sub-Committee** will be held in **Room CHG2**, East Northamptonshire House, Cedar Drive, Thrapston, on **Monday 15 February 2010**, at **6pm**.

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 14 December 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. Xchange**
To receive the minutes of the meetings on 24 November 2009 and 5 January 2010 **(attached)** and 3 February 2010 **(to follow)**
- 6. Staff Vacancies – SMT review** (Chief Executive will report at the meeting)
- 7. Employee Pay & Benefit Review – Progress report**
(Report of the Chief Executive **attached**)
- 8. Proposed Management Restructure**
To consider proposals and the results of the staff consultation and make a recommendation to the Policy & Resources Committee.
(Report of the Chief Executive **attached**)

- 9. Date of Next Meeting**
Tuesday 23 March 2010 at 2pm

Yours sincerely

DAVID OLIVER

Chief Executive

