



East  
Northamptonshire  
Council

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**To: Councillors Tony Boto, Val Carter, Roger Glithero JP, Glenvil Greenwood-Smith, David Jenney, Steven North and Sarah Peacock.**

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

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**Please ask for**  
Ben Smith

**Direct Dial**  
01832 742113

**Date:**  
10 January 2020

Dear Councillor,

A meeting of the **Personnel Sub-Committee** will be held in the **Kasen Room**, at East Northamptonshire House, Cedar Drive, Thrapston, on **Monday 20 January 2020** 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. Apologies for absence**

*(If you are unable to attend this meeting please notify Ben Smith)*

**2. Minutes of the meeting held on 16 December 2019 (attached)**

*(No motion or discussion shall be allowed on the minutes except as to their accuracy).  
If you have any queries in respect of the accuracy of the minutes, please notify Ben Smith prior to the meeting.*

**3. Declarations of Interest**

*Members should declare any Disclosable Pecuniary Interests or Other Interests in any matters on the agenda, as defined by the Localism Act 2011. Advice can be sought ahead of the meeting from the Monitoring Officer or Deputy Monitoring Officer.*

**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 the Council's website or you can email [bsmith@east-northamptonshire.gov.uk](mailto:bsmith@east-northamptonshire.gov.uk) for a copy)*

The Committee is likely to exclude the public and press from the meeting during consideration of the following item of business in accordance with Section 100A of the Local Government Act 1972, because exempt information may be disclosed.

5. **Heads of Service - vacant posts**  
**(Exempt Report, as defined under paragraphs 1 and 2 of Part 1 of Schedule 12A)**  
(Report of the Executive Director Resources and Commercial - **attached**)
6. **Development Management Officer - Change in Working Hours**  
**(Exempt Report, as defined under paragraphs 1 and 2 of Part 1 of Schedule 12A)**  
(Report of the Executive Director Resources and Commercial - **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.