Dear Councillor,

A meeting of the Personnel Sub-Committee will be held on Monday 07 December 2020 at 10.30am.

This will be an online only meeting, details for which will be circulated to members of the Committee in advance. A live stream will be made available for members of the public and press, a link to which will be made available at www.east-northamptonshire.gov.uk on the day of the meeting.

REVISED 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 Charlie Christmas)

2. Minutes of the meeting held on 26 October 2020 (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 Charlie Christmas 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 or email cchristmas@east-northamptonshire.gov.uk for a copy)

5. Christmas Closure  
(Report of the Chief Executive – attached)

The Committee is likely to exclude the public and press from the meeting during consideration of the following items of business in accordance with Paragraph I of Part I of Schedule 12A of the Local Government Act 1972, because exempt information may be disclosed.

6. Flexible Retirement and backfill request for Environmental Protection  
(Report of the Environmental Protection Manager – attached)

7. Setting up an Appeals Panel  
(Report of the Democratic Services and Elections Manager – attached)

Yours sincerely

DAVID OLIVER  
Chief Executive