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

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		19 August 2010

Dear Councillor

A meeting of the **Personnel Sub-Committee** will be held in **Room CHG2**, East Northamptonshire House, Cedar Drive, Thrapston, on **Tuesday 31 August 2010**, at **2pm**.

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 8 June 2010 (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)
8. **Xchange Group Meetings**
To receive the minutes of 25 May and 22 June 2010 (**attached**)
9. **Staff Establishment**
To receive an update on vacancies, savings etc (Report of Chief Finance Officer/Head of Resources and Organisational Development **to follow**)
10. **Management Restructure – Update**
(Chief Executive to report at the meeting)
11. **Information Security Policy**
(Report of the Head of ICT **attached**)
12. **Redundancy Policy**
(Report of the Head of Resources & Organisational Development **to follow**)



13. **Reward & Recognition Scheme**
(Report of the Head of Resources & Organisational Development **attached**)
14. **Vetting and Barring Scheme**
(Head of Resources & Organisational Development to report at the meeting)
15. **Date of Next Scheduled Meeting**
Tuesday 19 October 2010 at 2pm (although an earlier meeting may be necessary)

The 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 paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

16. **Oundle Centre – Staffing Implications.**
(Report of the Head of Customer and Community Services **attached**)
17. **Recommendation of Redundancy**
(Report of the Head of Resources & Organisational Development **attached**)

Yours sincerely

DAVID OLIVER

Chief Executive

