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**To: Councillors, Glenvil Greenwood-Smith, Richard Lewis, Andy Mercer, Steven North and Jeremy Taylor**

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<b>Please ask for</b> David Pope	<b>Direct Dial</b> 01832 742198	<b>Our Ref</b> DJP/WRS	<b>Date:</b> 6 July 2012
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Dear Councillor

A meeting of the **Welfare Reform Sub-Committee** will be held in the **Members' Room**, East Northamptonshire House, Cedar Drive, Thrapston, on **Tuesday 17 July 2012** at 2.00pm.

**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. Appointment of Chairman and Vice Chairman**
- 2. Apologies for absence.**
- 3. Disclosures of Interest.**
- 4. To consider the Terms of Reference for the Welfare Reform Sub-Committee (terms attached)**
- 5. Presentations**
  - (a) Welfare Reform – presentation** by Head of Customer & Community Service.
  - (b) Financial Implications – presentation** by Chief Finance Officer
- 6. Questions by members under council procedure rule 10.3 (if any).**

(Members of the committee have the right to ask the chairman a question on any matter in relation to which the council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the committee - provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting\*). The functions of the committee are to be found in part 3 of the council constitution.

\*A form for use by members is available on the council's intranet (Eunice). Alternatively please telephone David Pope or e-mail him on [dpope@east-northamptonshire.gov.uk](mailto:dpope@east-northamptonshire.gov.uk)

**Yours sincerely**

**DAVID OLIVER**  
**Chief Executive**