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

Please ask for	**Direct Dial**	**Date:**
Paul Smith	01832 742175	26 July 2013

Dear Councillor

A meeting of the **Welfare Reform Sub-Committee** will be held in **the Kasen Room**, East Northamptonshire House, Cedar Drive, Thrapston, on **Thursday 8 August 2013** 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 for the year 2013/14**

2. **Appointment of Vice-Chairman for the year 2013/14**

3. **Minutes of the meeting held on 26 February 2013** (attached)

4. **Apologies for absence**

5. **Declarations of Interest**

6. **Questions by 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 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 Sub-Committee - provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting. The functions of the Sub-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 Paul Smith or e-mail psmith@east-northamptonshire.gov.uk

7. **Impact of Welfare Reform Changes** (report of the Benefit Manager – **attached**)

8. **Council Tax Support – First quarter performance** (report of the Revenues Manager – **attached**)

Council for the District of East Northamptonshire

Yours sincerely

DAVID OLIVER
Chief Executive

<u>FIRE/EMERGENCY EVACUATION</u>

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.