
To: Councillors Glenvil Greenwood-Smith, Helen Harrison, Richard Lewis, Andy Mercer and Steven North.

Please ask for
Louise Tyers

Direct Dial
01832 742198

Date:
18 December 2015

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 7 January 2016 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. Apologies for absence**
- 2. Minutes of the meeting held on 12 October 2015 (attached)**
- 3. Declarations of Interest**
- 4. 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 Louise Tyers or e-mail ltyers@east-northamptonshire.gov.uk.

- 5. Council Tax Discounts and Exemptions (Report from the Benefits Manager - attached)**
- 6. Council Tax Support Scheme 2016/17 (Report from the Benefits Manager - 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.