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**To: Councillors Tony Boto, John Farrar, Richard Gell, Roger Glithero JP, Marion Hollomon, Helen Howell, David Jenney, Richard Lewis, Steven North, Harriet Pentland, Janet Pinnock, Colin Wright.**

**To: The Chairman and all other Councillors (for information)**

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**Please ask for**  
Ben Smith

**Direct Dial**  
01832 742113

**Date:**  
23 August 2018

Dear Councillor

A meeting of the **Transformation Committee** will be held in the **Council Chamber**, East Northamptonshire House, Cedar Drive, Thrapston, on **Wednesday 5 September 2018** at 7.30pm.

***Please note that prior to the meeting a presentation on the office transformation project will be provided to members of the committee to be followed by Q and A. This will take place from 6.30 - 7.00pm.***

### **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 on a matter due for consideration at the meeting.*

**1 Apologies for absence**

*If you are unable to attend this meeting please notify Ben Smith*

**2. 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.*

**3. Minutes of the meeting held on 2 July 2018 (attached)**

**4. Unitary Update** (verbal update of the Chief Executive)

**5. Update on the Office Transformation Project** (report of the Business Transformation Manager – **attached**)

**6. Update on Joint Working with Borough Council of Wellingborough** (report of the Executive Director (Resources and Commercial) – **attached**)

**Yours sincerely**

**DAVID OLIVER**