

**BRECKLAND COUNCIL**  
**FOREST HEATH DISTRICT COUNCIL**  
**EAST CAMBRIDGESHIRE DISTRICT COUNCIL**  
**ST EDMUNDSBURY BOROUGH COUNCIL**  
**FENLAND DISTRICT COUNCIL**  
**WAVENEY DISTRICT COUNCIL**  
**SUFFOLK COASTAL DISTRICT COUNCIL**

**At a Meeting of the**

**ANGLIA REVENUES AND BENEFITS PARTNERSHIP JOINT COMMITTEE**

**Held on Tuesday, 6 December 2016 at 10.00 am in the  
Level 5 Meeting Room, Breckland House, St Nicholas Street, Thetford IP24 1BT**

**PRESENT**

Mr D Ambrose Smith	Mr S. Edwards
Mr M Barnard (Vice-Chairman)	Mr I Houlder
Mr P. M. M. Dimoglou	Mr W Sutton (Substitute Member)

**In Attendance**

Jo Andrews	- Strategic Manager (Revenues)
Rob Bridge	- Corporate Director (Fenland)
Arthur Charvonias	- Strategic Director
Paul Corney	- Head of ARP
Suzanne Jones	- Interim Executive Director Commercialisation and s151 Officer
Jill Korwin	- Director (Forest Heath & St Edmundsbury)
Adrian Mills	- Strategic Manager (Benefits)
Stuart Philpot	- Strategic Manager (Support Services) ARP
Andy Radford	- Corporate Director Resources (East Cams)
Teresa Smith	- Democratic Services Team Leader

**43/16 MINUTES**

The minutes of the meeting held on 20 September 2016 were noted.

**44/16 APOLOGIES**

Apologies were received from Councillors Seaton and Kelly. Councillor Sutton was present as a substitute for Councillor Seaton.

Councillor Mike Barnard stood as Chairman.

Due to the meeting being inquorate, the meeting became informal.

**45/16 URGENT BUSINESS**

None.

**46/16 DECLARATIONS**

None.

**Action By**

**Action By**

**47/16 PERFORMANCE REPORT (STANDING ITEM)**

(a) Operational Performance

The Strategic Manager (Support) presented the report.

(b) Balanced Scorecard

An updated copy of the Balanced Scorecard was presented to Members by the Strategic Manager (Support).

Councillor Edwards asked when the October figures would be ready. The Head of ARP said the figures would be circulated to Members by Christmas.

The Corporate Director (Fenland) said that any Authorities that receive letters in relation to the NHS Trust appeals should be passed through the DCLG and LGA as they are co-ordinating the approach.

(c) Financial Performance

The Executive Director Commercialisation (BDC) presented the report outlining that there was an underspend.

**48/16 ARP JOINT COMMITTEE PARTNERSHIP BUDGET**

Members agreed to hold a special meeting in January 2017 to discuss this item.

**49/16 ARP RISK REGISTER**

The Head of ARP outlined the report and said the housing benefit subsidy was a risk, but was being managed well and congratulated the team for this. There would be a revaluation of the business rates and the impact on appeals being unknown however would look ahead and build provision for this.

Councillor Ambrose-Smith highlighted that the 'Fraud and Error' risk should be amber and not green.

**50/16 WELFARE REFORM UPDATE (STANDING ITEM)**

The Strategic Manager (Benefits) updated Members on the welfare reform. He said full service at Waveney is causing delays, especially with the Council Tax Support claims, which is affecting performance against target. Controls are being put in place to mitigate the risk.

**51/16 FORTHCOMING ISSUES (STANDING ITEM)**

None.

**52/16 NEXT MEETING**

The arrangements for the next meeting on Tuesday 28 March 2017 at 10:00am at Breckland House were noted.

A Special meeting of the Anglia Revenues Partnership Joint Committee would be held on Tuesday 10 January at 10:00am at Breckland House.

**53/16 EXCLUSION OF PRESS AND PUBLIC**

Not required as the meeting held was inquorate.

**54/16 PARTNERSHIP WORKING THROUGH SECTION 113 AGREEMENT**

Members informally agreed to Recommendation 2.

Members would then take the item to each of the seven local Authority Council meetings to obtain agreement in order to meet the timeline.

**Action By**

The meeting closed at 11.10 am

CHAIRMAN