



# **A G E N D A**

## **ANGLIA REVENUES & BENEFITS PARTNERSHIP JOINT COMMITTEE**

**DATE & TIME** Thursday, 11th March, 2010 at 4.00 pm

**VENUE:** Innovations Centre, Croxton Road, Thetford

**For the attention of:**

Mr P.D. Claussen, Breckland Council  
Mr W.H.C. Smith, Breckland Council  
Mr S. Edwards, Forest Heath District Council  
Mr. J. Humphreys, East Cambridgeshire District Council  
Mr E. Stewart, Forest Heath District Council  
Mr G. Wilson, East Cambridgeshire District Council

### **PART A** **ITEMS OPEN TO THE PUBLIC**

**1. MINUTES**

To confirm the minutes of the meeting held on 3 December 2009.

**2. APOLOGIES**

To receive apologies for absence.

**3. URGENT BUSINESS**

To note whether the Chairman proposes to accept any items of urgent business pursuant to Section 100(B)(4)(b) of the Local Government Act 1972.

**4. DECLARATION OF INTEREST**

Members are asked at this stage to declare any interests they may have in any of the following items on the agenda. The Members' Code of Conduct requires that declarations include the nature of the interest and whether it is a personal and/or prejudicial interest.

Page(s)  
herewith

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Member Services  
Elizabeth House, Walpole Loke,  
Dereham Norfolk, NR19 1EE

Date: Thursday, 4 March 2010

Contact: Helen McAleer or Julie Britton. Senior Committee Officers (01362) 656381/656343  
Email: helen.mcaleer@breckland.gov.uk/julie.britton@breckland.gov.uk

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<b>5. <u>PERFORMANCE REPORT (STANDING ITEM)</u></b>	
Reports of the Operational Board:	
a) <u>Operational Performance</u>	7 - 15
b) <u>Financial Performance as at 31/01/2010</u>	16
<b>6. <u>ANNUAL STATEMENT OF ACCOUNTS 2008-09</u></b>	17 - 38
To approve the annual Statement of Accounts for 2008-09.	
<b>7. <u>ARP VALUE FOR MONEY REVIEW</u></b>	To Follow
Report of the Value for Money Project Manager (Forest Heath).	
<b>8. <u>ANNUAL GOVERNANCE REPORT AND AUDIT PLAN</u></b>	39 - 64
To receive the Audit Commission Report.	
<b>9. <u>DEPARTMENT OF WORKING PENSIONS ADMINISTRATION FUNDING UPDATE</u></b>	65 - 69
Report of the Operational Board.	
<b>10. <u>ARP RISK REGISTER</u></b>	70 - 73
Report of the Operational Board.	
<b>11. <u>COUNCIL TAX RECOVERY PROCESS REPORT</u></b>	74 - 82
Report of the Operational Board.	
<b>12. <u>CHANGES TO THE HOUSING BENEFIT SUBSIDY RULES FOR THOSE IN TEMPORARY ACCOMMODATION</u></b>	83 - 84
Report of the Operational Board.	
<b>13. <u>FORTHCOMING ISSUES (STANDING ITEM)</u></b>	
To note any items.	
<b>14. <u>NEXT MEETING</u></b>	
To agree a meetings timetable for 2010-11.	
The Joint Committee's Constitution provides that meetings shall normally be held once each quarter and that the annual meeting shall be held during May or June of each calendar year.	
A suggested timetable is given below for Members' consideration:	
▪ Thursday, 10 June 2010 (Annual Meeting)	
▪ Thursday, 9 September 2010	
▪ Thursday, 2 December 2010	

- Thursday, 17 March 2011

In accordance with current practice, all meetings will commence at 4.00pm and be held in Thetford (venues to be confirmed).

**15. EXCLUSION OF PRESS AND PUBLIC**

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act.”

**PART B - ITEMS FROM WHICH THE PRESS AND PUBLIC ARE EXCLUDED**

**16. POSITION STATEMENT ON WORK WITH OTHER AUTHORITIES  
(STANDING ITEM)**

Report of the Strategic Manager.

To Follow