



A G E N D A

ANGLIA REVENUES & BENEFITS PARTNERSHIP JOINT COMMITTEE

DATE & TIME Thursday, 1st December, 2011 at 4.00 pm

VENUE: Level 5 Meeting Room, Breckland House, St Nicholas Street, Thetford
IP24 1BT

For the attention of:

Mr P.D. Claussen, Breckland Council
Mr W.H.C. Smith, Breckland Council
Mr D Ambrose Smith, East Cambridgeshire District Council
Mr S. Edwards, Forest Heath District Council
Mr R. Everitt, St Edmundsbury Borough Council
Mrs A. Gower, St Edmundsbury Borough Council
Mr P Moakes, East Cambridgeshire District Council
Mr E. Stewart, Forest Heath District Council

PART A **ITEMS OPEN TO THE PUBLIC**

	<u>Page(s) herewith</u>
1. <u>MINUTES</u>	
a) <u>To confirm the minutes of the meeting held on 16 June 2011</u>	1 - 10
b) <u>To confirm the minutes of the Urgent meeting held on 13 October 2011</u>	11 - 12
2. <u>APOLOGIES</u>	
To receive apologies for absence.	
3. <u>URGENT BUSINESS</u>	
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.	

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

Date: Wednesday, 23 November 2011

Contact: Helen McAleer. Senior Committee Officer (01362) 656381
Email: helen.mcaleer@breckland.gov.uk

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4. <u>DECLARATION OF INTEREST</u> 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.	
5. <u>PERFORMANCE REPORT (STANDING ITEM)</u> Report of the Operations Manager.	13 - 23
6. <u>UNIVERSAL CREDIT (STANDING ITEM)</u> To receive a verbal update.	
7. <u>POLICIES REVIEW</u> Report of the Head of Shared Service.	24 - 64
8. <u>LHA FUNDING</u> Report of the Operations Manager.	65 - 67
9. <u>FORTHCOMING ISSUES (STANDING ITEM)</u> To note any items.	
10. <u>NEXT MEETING</u> Members are asked to note the following dates for future meetings: 8 March 2012 7 June 2012 (Annual Meeting) 13 September 2012 6 December 2012 All meetings to be held at 4.00pm in Meeting Room 2, Level 5, Breckland House, St Nicholas Street, Thetford IP24 1BT.	
11. <u>EXCLUSION OF PRESS AND PUBLIC</u> 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	
12. <u>PROPERTY INSPECTIONS</u> Report of the Operations Manager.	68 - 84

Page(s)
herewith

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

To receive a verbal update.