

AGENDA

ANNUAL MEETING OF THE ANGLIA REVENUES & BENEFITS PARTNERSHIP JOINT COMMITTEE

DATE & TIME Monday, 30th June, 2014 at 10.00 am

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

For the attention of:

Mr D Ambrose Smith, East Cambridgeshire District Council
Mr J Clark, Fenland District Council
Mr P.D. Claussen, Breckland Council
Mr S. Edwards, Forest Heath District Council
Ms L Every, East Cambridgeshire District Council
Mr D A Ray, St Edmundsbury Borough Council
Mr N Roman, Forest Heath District Council
Mr C Seaton, Fenland District Council
Mr W.H.C. Smith, Breckland Council

PART A **ITEMS OPEN TO THE PUBLIC**

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herewith

INTRODUCTIONS

As there has been a change to the Membership of the Joint Committee, it is suggested that introductions are made around the table prior to the commencement of business.

1. APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN

To appoint a Chairman and Vice-Chairman for the ensuing year.

The terms of reference of the Joint Committee stipulate that:

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

Date: Thursday, 19 June 2014

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

1. The persons eligible to be elected as Chairman shall not be the appointees of a Council whose appointee held that position in any of the three previous years.
2. The persons eligible to be elected as Vice-Chairman shall not be the appointees of a Council whose appointee held that position in the previous year.
3. The Chairman and Vice-Chairman shall not be appointees of the same Council.

Previous appointments have been as follows:

Year	Appointee	Office Held
2010-11	Mr P. Claussen (Breckland)	Chairman
	Mr F Brown (E Cambs)	Vice-Chairman
2011-12	Mr P Moakes (E Cambs)	Chairman
	Mr R Everitt (St Edmundsbury)	Vice-Chairman
2012-13	Mr R Everitt (St Edmundsbury)	Chairman
	Mr S Edwards (Forest Heath)	Vice-Chairman
2013-14	Mr S Edwards (Forest Heath)	Chairman
	Mr P Claussen (Breckland)	Vice-Chairman

2. MINUTES

To confirm the minutes of the meeting held on 13 March 2014.

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3. APOLOGIES

To receive apologies for absence.

4. 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.

5. DECLARATIONS

6. FRAUD (STANDING ITEM)

Report of the Fraud and Visits Team Manager.

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7. FUTURE OF COUNTER FRAUD WORK OF ARP

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Report of the ARP Fraud and Visits Team Manager.	
8. <u>RISK REGISTER</u>	15 - 18
Report of the Head of ARP.	
9. <u>PERFORMANCE REPORT (STANDING ITEM)</u>	19 - 52
Report of the Operational Board.	
10. <u>FINAL ACCOUNTS 2013/14</u>	53 - 82
Report of the Assistant Director of Finance (Breckland) and the Head of ARP.	
11. <u>MOVING TO A SINGLE MEMBER JOINT COMMITTEE</u>	83 - 86
Report of the Operational Improvement Board.	
12. <u>WELFARE REFORM (STANDING ITEM)</u>	
13. <u>NEXT MEETING</u>	
To note the arrangements for the next meeting to be held on 11 September 2014.	
Members are asked to note the following proposed dates for meetings in 2015:	
<ul style="list-style-type: none">• Thursday 19 March 2015• Thursday 18 June 2015• Thursday 17 September 2015• Thursday 17 December 2015	
All meetings to be held in the Level 5 Meeting Room, Breckland House, Thetford, starting at 2.00pm.	
14. <u>ANY OTHER BUSINESS</u>	