

A G E N D A

ANGLIA REVENUES & BENEFITS PARTNERSHIP JOINT COMMITTEE

DATE & TIME Tuesday, 11th June, 2019 at 10.30 am

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

For the attention of:

Mr J.P. Cowen, Breckland Council
Mrs J. French, Fenland District Council

East Suffolk DC – Member to be confirmed
West Suffolk DC – Member to be confirmed
East Cambridgeshire DC – Member to be confirmed

PART A **ITEMS OPEN TO THE PUBLIC**

1. 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:

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 previous six 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.

For your information, the Chairmanship has to rotate round so that each Council takes its turn in a 7 year period.

*St Edmundsbury DC - June 2012
Forest Heath DC - June 2013
Breckland DC - June 2014
East Cambs DC - June 2015
Fenland DC - June 2016
Suffolk Coastal - June 2017
Waveney District Council – June 2018 (current)*

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2. <u>TREASURER</u> To appoint a Treasurer for the ensuing year.	
3. <u>MINUTES</u> To confirm the minutes of the meeting held on 26 March 2019.	1 - 6
4. <u>APOLOGIES</u> To receive apologies for absence.	
5. <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.	
6. <u>DECLARATIONS</u>	
7. <u>GOVERNANCE AND REPORTING ARRANGEMENTS RELATING TO INTERNAL AUDIT</u> To receive a verbal report from Siobhan Martin, Head of Internal Audit (East Suffolk Council).	
8. <u>PERFORMANCE REPORTS</u> Presented by Stuart Philpot, Strategic Manager (Support Services), ARP.	
a) <u>Joint Committee Performance Report April 2019</u>	7 - 37
b) <u>Presentation of Data Q4 FINAL 18-19</u>	38 - 75
c) <u>ARP Financial Out-turn 2018-19</u> Report by Alison Chubbock, Chief Accountant & Deputy S151 Officer (BDC).	76 - 80
9. <u>SERVICE PLAN AND RISK UPDATE</u> Report of Paul Corney, Head of ARP.	81 - 88
10. <u>WELFARE REFORM UPDATE (STANDING ITEM)</u> Report of Adrian Mills – ARP Strategic Manager (Benefits).	89 - 92
11. <u>FORTHCOMING ISSUES (STANDING ITEM)</u> To note any items.	
12. <u>NEXT MEETING</u> To note the arrangements for the next meeting to be held on Tuesday, 17 September 2019 at 10.30am (immediately following the pre-briefing), Level 5 meeting room, Breckland House, St Nicholas Street, Thetford.	