

A G E N D A

ANGLIA REVENUES & BENEFITS PARTNERSHIP JOINT COMMITTEE

DATE & TIME Tuesday, 22nd June, 2021 at 11.00 am

VENUE: Carnegie Rooms, Cage Lane, Thetford. IP24 2EA

For the attention of:

Cllr Philip Cowen, Breckland Council
Mr D Ambrose Smith, East Cambridgeshire District Council
Mrs S. Broughton, West Suffolk District Council
Mr M. Cook, East Suffolk Council
Mrs J. French, Fenland District Council

Should members of the public wish to attend this meeting, and to ensure that Covid restrictions are adhered to, please email democraticservices@breckland.gov.uk

Page(s)
herewith

1. CHAIR AND VICE-CHAIR

To appoint a Chairperson and Vice-Chairperson for the ensuing year:

The terms of reference of the Joint Committee stipulate that:

1. The persons eligible to be elected as Chair shall not be the appointees of a Council whose appointee held that position in any of the four previous years.
2. The persons eligible to be elected as Vice-Chair shall not be the appointees of a Council whose appointee held that position in the previous year.
3. The Chair and Vice-Chair 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 5-year period (previous 6-year Chairmanship shown):

*East Cambs DC - June 2015
Fenland DC - June 2016
Suffolk Coastal - June 2017
Waveney District Council – June 2018
West Suffolk – June 2019
Breckland DC – September 2020 (current)*

Contact: Julie Britton. Democratic Services Officer
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Date: Friday, 11 June 2021

	<u>Page(s)</u> <u>herewith</u>
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 9 March 2021.	1 - 8
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>ANGLIA REVENUES PARTNERSHIP SERVICE DELIVERY PLAN AND RISK REGISTER</u> Report by Paul Corney, Head of ARP.	9 - 18
8. <u>PERFORMANCE REPORTS (STANDING ITEM)</u> Report by Adrian Mills, Strategic Manager (Billing & Benefits) ARP.	19 - 84
9. <u>WELFARE REFORM UPDATE (STANDING ITEM)</u> Report by Adrian Mills, Strategic Manager (Billing & Benefits) ARP.	85 - 87
10. <u>Q4 ARP FINANCIAL PERFORMANCE 2020-21</u> Report by Alison Chubbock, Assistant Director of Finance & S151 Officer (BDC).	88 - 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 on Tuesday, 21 September at 11am. Venue to be confirmed.	