

# **AGENDA**

## **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**

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herewith

#### **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.	<b><u>TREASURER</u></b> To appoint a Treasurer for the ensuing year.	
3.	<b><u>MINUTES</u></b> To confirm the minutes of the meeting held on 26 March 2019.	1 - 6
4.	<b><u>APOLOGIES</u></b> To receive apologies for absence.	
5.	<b><u>URGENT BUSINESS</u></b> 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.	<b><u>DECLARATIONS</u></b>	
7.	<b><u>GOVERNANCE AND REPORTING ARRANGEMENTS RELATING TO INTERNAL AUDIT</u></b> To receive a verbal report from Siobhan Martin, Head of Internal Audit (East Suffolk Council).	
8.	<b><u>PERFORMANCE REPORTS</u></b> 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 Chubbs, Chief Accountant & Deputy S151 Officer (BDC).	76 - 80
9.	<b><u>SERVICE PLAN AND RISK UPDATE</u></b> Report of Paul Corney, Head of ARP.	81 - 88
10.	<b><u>WELFARE REFORM UPDATE (STANDING ITEM)</u></b> Report of Adrian Mills – ARP Strategic Manager (Benefits).	89 - 92
11.	<b><u>FORTHCOMING ISSUES (STANDING ITEM)</u></b> To note any items.	
12.	<b><u>NEXT MEETING</u></b> 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.	