

**Minutes of the meeting of the Stour Valley and Poole Partnership Joint Committee, held on 18 March 2019, at Northmead House, Poole**

Present: Councillor Ray Bryan - Chairman  
Councillor Andrew Kerby - Vice-Chairman  
Councillors: Steve Butler, May Haines, Mrs Patricia (Trish) F Jamieson, Ray Tindle

**1. Joint Committee meeting with staff**

The Head of the Stour Valley and Poole Partnership presented Members of the Joint Committee to the members of staff present.

A presentation was given to staff, including updates of the:

- SVPP Business Case
- Performance Review
- Financial Review
- Assessment Processes
- Corporate Fraud Service
- Universal Credit
- Customer Service and Local Access Points
- What's next – the Five Year Plan, including TUPE and staffing structures

The Chairman of the SVPP Board and The Chairman of SVPP Joint Committee gave their thanks to the members of staff for making SVPP so successful. Awards were presented to staff who had completed training / courses.

**2. Apologies for Absence**

Apologies had been received from Councillor P Brown – NDDC and Councillor Hall – CBC.

**3. Declarations of Interest**

There were no declarations of interest made on this occasion.

**4. Minutes of Previous Meeting**

The Minutes of the meeting held on 28 January 2019 were confirmed and signed as a correct record.

Voting: unanimous

## **5. Minutes of Scrutiny Panel of 6 March 2019**

Minutes of the Scrutiny Panel meeting, held on 6 March 2019 were circulated to Members.

Members were advised that there were no items to bring to the attention of the Committee.

Members asked that their thanks be passed to the Scrutiny Committee for the work they have conducted.

Voting: Nem. Con

## **6. Collaboration Agreement**

The Head of the Stour Valley and Poole Partnership submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

Members were asked to give delegations to officers of the SVPP to administer accounts in accordance with the Collaboration Agreement for the Partnership.

**RESOLVED that:**

- 1. The Collaboration Agreement / Delegated Functions Proforma for 2019/20 be passed to each Council Partner for adoption;**
- 2. The updated Scheme of Delegation for 2019/20 be adopted for the Stour Valley and Poole Partnership and reviewed in line with each Council's Constitution and Scheme of Delegation;**
- 3. The Section 151 officers of each Council can instruct the Stour Valley Partnership to undertake "delegated roles" as necessary for the delivery of legislative changes;**
- 4. The partnership work to the current objectives within the 2017/18/19 Business Plan and Action Plan, with a revised Business Plan and Collaboration Agreement being presented to Joint Committee for consideration at their next meeting on 24 June 2019.**

Voting: Unanimous

## **7. Discretionary Housing Payment Policy**

The Benefit Services Manager submitted a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

Members were asked to adopt the SVPP (BCP/Dorset) Discretionary Housing Payment Policy (DHP) 2019/20 to support customers whose claim is administered by BCP & SVPP Benefits Services.

In response to a Member's question if Universal Credit claimants are eligible for DHP, it was explained that they have to be entitled to the housing element DHP cannot be considered for UC customers until the UC Housing Element is awarded. Therefore for customers who have claimed UC but are awaiting an assessment are advised to request an 'Advanced Universal Credit Payment' by contacting their

Work Coach via their UC digital journal.

**RESOLVED that to adopt the 2019/20 Discretionary Housing Payment Policy to take effect from April 2019.**

Voting: unanimous

## **8. Customer Access Presentation**

Members were given a presentation on Customer Access.

Members were assured that information was included on new bills, that current Direct Debit arrangements do not have to be changed due to LGR.

An answer sheet for call receivers had been shared with all council partners' frontline teams.

Members thanked officers for the presentation and the work ongoing.

## **9. Reviewing the five years of SVPP**

Members received a presentation detailing the Five Years of SVPP.

Members agreed that the two new councils could learn a lot from the work carried out at SVPP, including the staff apprenticeship scheme. SVPP has set a good working example. The use of the in-house bailiff service should also be promoted.

Members felt that there should be a single Dorset benefits service in the future, as the current partnership works really well. The Head of SVPP would be working on a review report, which would be presented at the next meeting.

Members noted the presentation.

## **10. Forward Plan**

Members thanked Matt Prosser for attending.

Thanks were expressed to all officers for their participation. Particular thanks to Ian Milner, for his support. Ian would not be moving to the new councils and Members acknowledged that they would be losing a great talent.

Special thanks were also given to Paul Hudson.

Meeting closed at 12:00

Chairman