

**The Institute of Revenues, Rating & Valuation
East Anglian Association**

Association Chairman – Adrian Mills

Announcement of September 2018 Seminar

**Universal Credit:
Key Tips on Planning for Full Service**

Date:	Wednesday 5 September 2018
Time:	Coffee from 10:30am for a 10:45am start and 12:15pm finish
Venue:	Breckland District Council Offices Breckland House St Nicholas Street Thetford IP24 1BT

I would like to invite you to the next IRRV East Anglian Association seminar to be held on **Wednesday 5 September 2018** at Breckland District Council's offices in Thetford.

The Association is delighted to announce that our new chair, Adrian Mills IRRV, Strategic Manager for Benefits for the Anglia Revenues Partnership and Sarah Hyman, Liaison Officer for the Anglia Revenues Partnership, will deliver the seminar.

Both Adrian and Sarah have a wealth of experience implementing both Universal Credit Live Service and Full Service from a local authority perspective. The presentation will focus on key tips to plan for Universal Credit Full Service, including partnership working, local considerations and future DWP plans. There will be the opportunity to ask questions during the seminar.

The meeting is open to members and non-members **at no cost**. If you have any colleagues who may be interested please bring them along as well

Places are limited so if you will be attending please could you email secretary.eaassociations@irrv.org.uk with your name and the number of places needed.

The meeting will start at 10:45am with coffee from 10:30am and will conclude no later than 12:15pm. There are a number of free car parks adjacent to the Council offices, or if these are full follow the road around to the right where further car parking can be found on the left in front of Poundstretcher & Wilkinsons.

I look forward to seeing you on the day.

Adrian Mills
Chair
IRRV East Anglian Association