

**SHARED REVENUES AND  
BENEFITS SERVICE JOINT  
COMMITTEE**

**5.00 P.M.**

**14TH FEBRUARY 2017**

**PRESENT:-**

Councillor Rawlinson	Chair, Cabinet Member for Resources, Preston City Council
Councillor Whitehead	Vice-Chair, Cabinet Member for Finance, Revenues and Benefits, Lancaster City Council
Councillor Blamire	Leader of Lancaster City Council
Councillor Rankin	Leader of Preston City Council

**Also in attendance: -**

Mr A Robinson	Head of Shared Service/Deputy Director
Ms N Muschamp	Chief Officer (Resources)/Section 151 Officer, Lancaster City Council
Ms J Wilding	City Treasurer/Section 151 Officer, Preston City Council
Mr S Cox	Principal Accountant, Preston City Council
Ms D Chambers	Democratic Services Manager/Monitoring Officer, Lancaster City Council

**11 CHAIR'S ANNOUNCEMENTS**

There were none.

**12 NOTIFICATION OF SUBSTITUTE MEMBERS (IF ANY)**

There were none.

**13 DECLARATIONS OF INTERESTS**

There were none.

**14 MINUTES**

**Resolved** – That the minutes of the meeting of the Shared Revenues and Benefits Service held on 20 June 2016, be noted and signed as a correct record.

**15 DATE OF NEXT MEETING**

The next meeting of the Shared Revenues and Benefits Joint Committee would be due in July, actual date to be arranged.

**16 EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved** - "That the public be excluded from this meeting during consideration of the following item of business on the grounds that there is likely to be disclosure of exempt information which is described in the paragraphs of Schedule 12A to the Local Government Act 1972 which are specified against the heading to the item, and that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing it."

**17 SHARED SERVICE BUDGET 2017/18 - REVENUES AND BENEFITS (PARAGRAPH 3)**

The Deputy Director of Customer Services (Head of Revenues and Benefits Shared Service) submitted a report on the Shared Service, in line with the Shared Service Agreement between Lancaster City Council and Preston City Council, providing the latest budget monitoring 2016/17 to enable the Joint Committee to approve the budget for 2017/18. The Principal Accountant (Preston City Council) presented the report to Members.

**Resolved** – That the Joint Committee:

- (i) Noted the latest budget monitoring for the Shared Service as detailed in Appendix A to the report;
- (ii) approved the budget for 2017/18 for the Shared Service as detailed in Appendix B to the report; and
- (iii) delegated to the S151 Officers of each Council (by agreement), to determine the cost sharing ratio for contributions to and from the overall Shared Service budget.

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Chairman

**Any queries regarding these Minutes, please contact  
Julie Grundy, Head of Member Services, Preston City Council**