

**Committee:** SHARED REVENUES AND BENEFITS SERVICE JOINT COMMITTEE

**Date:** TUESDAY, 27<sup>TH</sup> JUNE 2017

**Venue:** FUNCTION ROOM, FIRST FLOOR, TOWN HALL, LANCASTER ROAD,  
PRESTON PR1 2RL

**Time:** 4.30 P.M.

## A G E N D A

### **PART A (Open to Press and Public)**

1. **Appointment of Chair and Vice-Chair**

To receive nominations for the appointment of a Chair and Vice-Chair of the Shared Revenues and Benefits Service Joint Committee for the 2017/18 Municipal Year.

2. **Chair's Announcements**

- Fire Procedures / Mobile Phones / Rest Rooms
- *"Members of the Public, committee members and officers are reminded that under the Openness of Local Government Bodies Regulations 2014, the press and Public may film, audio record, photograph and use social media whilst the meeting is in progress, for Part A items only, and as long as no disruption is caused to the meeting. Anyone filming is asked to focus their attention on elected members rather than other visitors".*  
(To be read out if visitors present).

3. **Notification of Substitute Members (if any)**

4. **Declarations of Interests**

To receive any declarations of interest from Members.

5. **Minutes** (Pages 1 - 2)

To confirm the minutes of the Shared Revenues and Benefits Service Joint Committee meeting held on 14<sup>th</sup> February 2017.

6. **Shared Service Annual Governance Statement 2016/17** (Pages 3 - 10)

Report enclosed.

7. **Shared Service - (Unaudited) Annual Statement of Accounts 2016/17** (Pages 11 - 26)

Report enclosed.

8. **Shared Service - Business Plan 2017** (Pages 27 - 53)

Report enclosed.

9. **Date of Next Meeting**

The next meeting of the Shared Revenues and Benefits Service Joint Committee will be held on Tuesday 12 December at 4.30 pm in the Lancaster City Council offices.

**Queries regarding this Agenda**

Please contact Julie Grundy, Head of Member Services, Preston City Council.