

## Shared Revenue and Benefits Service Joint Committee 12 December 2017

### Present:

Councillor Rawlinson	– Chair - Cabinet Member for Resources and Performance, Preston City Council
Councillor Whitehead	– Vice-Chair – Cabinet Member for Finance, Revenues and Benefits, Lancaster City Council
Councillor Blamire	– Leader, Lancaster City Council
Councillor Moss	– Cabinet Member for Planning and Regulation

### 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, Preston City Council
Ms J Grundy	– Head of Member Services, Preston City Council

**Apologies:** Councillor Rankin

### SRB27 Chair's Announcements

There were none.

### SRB28 Notification of Substitute Members (if any)

**Resolved** – That the appointment of Councillor Moss in substitution for Councillor Rankin, in accordance with Rule 12 of the 'Conduct of Meetings and Proceedings of the Joint Committee' document, be noted.

### SRB29 Declarations of Interests

Councillor Rawlinson declared a personal interest in agenda item seven (Minute number SRB 33 refers) insofar as he is an employee of the Department for Work and Pensions.

### SRB30 Minutes

**Resolved** – That the minutes of a meeting of the Shared Revenues and Benefits Service

Joint Committee, held on 27 June 2017, be noted and signed as a correct record.

**SRB31 Date of Next Meeting**

The next meeting of the Joint Committee was to be arranged at a later date.

**SRB32 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."

**SRB33 Shared Service Budget 2018/19 - (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, the report provided the latest budget monitoring for the 2017/18 budget together with the proposed budget for the Shared Service for 2018/19. The City Treasurer (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 of the report;
- (ii) approved the budget for 2018/19 for the Shared Service, as detailed in Appendix B of 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**

