

## Shared Revenues and Benefits Service Joint Committee

16 December 2025

<b>Present:</b>	Councillor Rawlinson	– Preston City Council
	Councillor Brown	– Preston City Council
	Councillor T Hamilton-Cox	– Lancaster City Council

### Also in attendance:

Ms S Threlfall	– Deputy Chief Executive and Director of Community and Wellbeing
Ms J Wilding	– Director of Resources & S151 Officer
Mr A Taylor	– Assistant Director (Head of Revenues and Benefits)
Mr L Hurst	– Assistant Director (Head of Financial Services)
Mrs H Johnston	– Benefits Manager
Mrs C Lancaster	– Business Support Manager
Miss K Sumner	– Senior Accountant, Preston City Council
Mr P Thompson	– Chief Officer, Resources & Section 151 Officer
Mr Pilkington	– Interim Revenues Manager
Miss L Bilsborrow	– Member Services Officer

<b>Apologies:</b>	Councillor C Jackson
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### SRB10 Chair's Announcements

There were none.

### SRB11 Notification of Substitute Members (if any)

There were none.

### SRB12 Declarations of Interests

There were none.

### SRB13 Minutes

**Resolved** - That the minutes of the meeting of the Joint Committee held on 29 July 2025 be noted and signed as a correct record.

## **SRB14 Date of Next Meeting**

To be confirmed.

## **SRB15 Exclusion of Press and Public**

**Resolved** – That the public be excluded from this meeting during consideration of the following items of business on the grounds that there is likely to be disclosure of exempt information which is described in Paragraph 12A of the Local Government Act 1972 and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing it.

## **SRB16 Shared Service Budget 2026/27 - (REVENUES & BENEFITS) (Paragraph 3)**

The Director of Resources (Preston City Council) submitted a report on the Shared Service Agreement between Lancaster City Council and Preston City Council, which required that the Joint Committee approve the annual revenue, capital and staff budgets in respect of the Revenues and Benefits functions.

The Joint Committee would then inform the two Councils of the amounts of their proposed contributions to the Joint Committee's budget.

**Resolved** – That the Joint Committee:

- (i) Approved the revised Shared Service budget for 2025/26 at **Appendix A** and which includes the changes set out in 4.1 to 4.7 of this report.
- (ii) noted the latest budget monitoring position for the Shared Service as detailed in **Appendix B** which includes the budget revisions proposed for approval at 2.1 (i).
- (iii) approved the budget for 2026/27 for the Shared Service as detailed in **Appendix C**.
- (iv) 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.