

SHARED REVENUES PARTNERSHIP JOINT COMMITTEE

MINUTES

TUESDAY 11TH DECEMBER 2018
GIPPING ROOM, GRAFTON HOUSE
4.00 PM

Present: Councillors S Meudec, B Rudkin, D Haley (Chair), J Whitehead, J Osborne and P Patrick

33. Apologies for Absence

There were no Apologies for Absence.

34. Unconfirmed Minutes of the Meeting held on 7 November 2018

RESOLVED:

that the Minutes of the meeting held on 7 November 2018 be signed as a true record.

35. To Confirm or Vary the Order of Business

RESOLVED:

that the Order of Business be confirmed as printed on the Agenda.

36. Declarations of Interest

There were no declarations of interest.

37. Dates and Times of Meetings - all to be held at 4pm

The dates and times of future meetings were noted.

38. SRP/18/10 Shared Revenues Partnership - Budget 2019/20

- 38.1 The Head of Finance and Revenues, Ipswich Borough Council, John Chance, introduced the report. Mr Chance explained that the accommodation recharge had been reviewed and that an independent consultant had carried out this review. Officers from all Councils had also reviewed the results and were content that the charges were appropriate.
- 38.2 Councillor Haley asked how large the reduction in accommodation used by Shared Revenues Partnership staff had been. Mr Chance explained that the service now used approximately 20% fewer desks, dropping to around 75 desks.
- 38.3 Mr Chance reported that there had been an overall reduction in the cost of the service, but that Ipswich Borough Council's contributions would increase slightly as more of the work was generated by its residents and businesses.
- 38.4 Councillor Rudkin asked why the costs of printing, postage and scanners had been reduced. The Operations Manager – Benefits and Business Support, Amy Mayes, explained that costs had been reduced by using an off-site printer, as well as reducing the volume of letters printed. The revenue budget for the replacement of scanners had also been replaced with an earmarked reserve, saving annual costs.
- 38.5 Councillor Whitehead commented that the paper did not give details of the reserves which the Committee was being asked to carry over. Mr Chance apologised for this and confirmed that the reserves were between £0.5-0.6 million. Mr Chance noted that £82,000 of this reserve may be needed to cover pay assimilation costs.
- 38.6 Councillors Haley and Meudec commented that the Shared Revenues Partnership continued to reduce its costs which was good for the Councils involved.

RESOLVED:

- a) That the SRP Joint Committee approves the 2019/20 budget and partner contributions as documented in section 1.6 of the report.**

Reason: The SRP Partnership Agreement states that the Section 151 Officers of the Partner Councils will consider budget requirement for the following year taking into account changes in caseload, work demand and performance projections.

- b) That the SRP Joint Committee approves carrying forward the SRP reserve from 2018/19 into the financial year 2019/20.**

Reason: To fund unexpected costs and uncertainties, such as the pay assimilation review, and £50k of reserve is now to be earmarked for equipment replacement.

39. Exclusion of Public

RESOLVED:

that the public (including the Press) be excluded from the meeting during consideration of the remaining items of business under Regulation 21 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulation 2000 as was likely that if members of the public were present during these items there would be disclosure to them of exempt information falling 5 within paragraphs 1, 4 and 5 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

40. Unconfirmed Exempt Minutes of the Meeting held on 7 November 2018

RESOLVED:

that the Exempt Minutes of the meeting held on 7 November 2018 be signed as a true record.

The meeting closed at 4.13 pm

Chair