

F MINUTES of a meeting of THE LEICESTERSHIRE PARTNERSHIP REVENUES AND BENEFITS JOINT COMMITTEE held in the Council Chamber, Council Offices, Whitwick Road, Coalville on THURSDAY, 23 JUNE 2022

Councillors R Ashman (North West Leicestershire), M Cartwright (Hinckley and Bosworth), B Crooks (Hinckley and Bosworth) and P Dann (Harborough)

Officers: Mrs S O'Hanlon (Leicestershire Partnership - Revenues & Benefits), Mr A Wilson (HBBC), Mrs J Kenny (HBBC), Mr A Barton (NWLDC), Mr C Mason (HDC) and Mrs C Hammond

**1. ELECTION OF CHAIRMAN**

Nominations were sought for the Chairman for the ensuing municipal year.

It was moved by Councillor M Cartwright that Councillor P Dann be appointed as Chairman.

The motion was seconded by Councillor R Ashman

RESOLVED THAT:

Councillor P Dann be appointed Chairman for the ensuing municipal year.

**2. ELECTION OF DEPUTY CHAIRMAN**

Nominations were sought for the Deputy Chairman for the ensuing municipal year.

It was moved by Councillor R Ashman that Councillor R Bayliss be appointed as Chairman.

The motion was seconded by Councillor B Crooks.

RESOLVED THAT:

Councillor R Bayliss be appointed Deputy Chairman for the ensuing municipal year.

**3. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors R Bayliss, D Bill, J Hallam and K Lynch.

Councillors M Cartwright and B Crookes were present as substitutes for Councillors D Bill and K Lynch.

**4. DECLARATIONS OF INTEREST**

There were no interests declared.

**5. MINUTES**

Consideration was given to the minutes of the meeting held on 28 April 2022

It was moved by Councillor R Ashman, seconded by Councillor P Dann and

RESOLVED THAT:

Chairman's initials

The minutes of the meeting held on 28 April 2022 be approved and signed by the Chairman as a correct record.

## **6. FINAL OUTTURN 2021/22**

Mr A Wilson presented the report. He highlighted that there was an underspend of £94k and that the £79k ICT budget should have been an overspend not an underspend, but it was covered by reserves. He noted that £45k of the underspend was various funding that was being carried forward and it was recommended the £49k is put into a new earmarked reserve to cover any costs required for work into extending the partnership or carrying out work around moving to a single employer.

In response to a question from Councillor P Dann, Mr Wilson advised that £49k may not be used within the next 12 months and the committee could chose to review the earmarked reserve should they wish to do so during the year.

Mr Wilson advised in relation to the £49k it was difficult to predict a split for the two projects detailed as the actual costs were still not known and in relation the earmarked reserves were rolled forward unless it was known that the money was no longer required.

In response to questions from Councillor M Cartwright, Mr Wilson informed that the pay costs were in relation to the 21/22 years as there was a delay and then the pay had to be back dates, with 22/23 still being negotiated.

It was moved by Councillor M Cartwright, seconded by Councillor R Ashman and

RESOLVED THAT:

1. The financial performance of the Partnership for the year to 31 March 2022 be noted
2. The transfer of the earmarked reserves, as detailed in the report, be approved and reviewed after 1 year.

## **7. 2022/23 END OF YEAR PERFORMANCE REPORT**

Mrs S O'Hanlon presented the report to members outlining the additional work that the team had carried out, whilst still dealing with their normal roles, including the work in readiness for the Covid Relief fund for Business Rates. The performance targets for each authority on benefits changes, Council Tax and Business Rate collections were noted and it was highlighted that a significant amount of work had gone into achieving the figures that were in the report. Mrs O'Hanlon proposed that the targets remained the same for the forthcoming year.

Members acknowledged the work the team had done handling the grant process in a sympathetic way.

In response to questions from Councillor M Cartwright, Mrs O'Hanlon assured members that sickness was monitored and intervened with support from HR where needed. In terms of recovery, it was proposed that work would be carried out to look at a more joint way of working towards recovery. Mrs O'Hanlon advised the committee that the Omicrom grants had now closed, and all payments had been made.

It was moved by Councillor M Cartwright, seconded by Councillor R Ashman and

RESOLVED THAT:

Chairman's initials

1. The 2022/23 End of Year Performance Report be noted.
2. The performance targets remained the same for 2022/23

**8. SCHEDULE OF MEETINGS 2022/23**

Mrs C Hammond presented the report to Members. Members were asked to note the dates and that the locations for the meetings would be circulated to members now that the dates had been agreed.

By affirmation of the meeting.

RESOLVED THAT:

The schedule of meetings for 2022/2023 be approved and that the location of the meetings would be confirmed in due course.

**9. FORWARD PLAN**

Consideration was given to the Joint Committee's forward plan.

It was noted that there would be a Partnership update to come to a future meeting and that, due to timings, an Audit report would need to be circulated to members outside of the meeting for comments, as these were needed before the next meeting.

RESOLVED THAT:

The Joint Committee's forward plan be noted.

The meeting commenced at 3.30 pm

The Chairman closed the meeting at 4.09 pm