

MINUTES OF A MEETING OF THE
EAST HERTS COUNCIL AND STEVENAGE
BOROUGH COUNCIL JOINT REVENUES AND
BENEFITS COMMITTEE HELD IN THE
SHIMKENT ROOM, DANESHILL HOUSE,
DANESTRETE ON MONDAY 25 JUNE 2018,
AT 6.00 PM

PRESENT: Councillor G Williamson (Chairman)
Councillors E Buckmaster, Mrs J Lloyd,
J Thomas, G Williamson and R Raynor

OFFICERS IN ATTENDANCE:

Carol Bulloch	- Systems and Support Manager
Clare Fletcher	- Assistant Director of Finance
Theresa Mortimer	- Benefits Manager
Su Tarran	- Head of Revenues and Benefits Shared Service

1 APPOINTMENT OF CHAIR

Nominations were requested for the appointment of the Chair and Vice Chair of the Joint Revenues and Benefits Committee for the 2018 / 2019 Municipal Year.

It was duly proposed and seconded that Councillor G Williamson be appointed as Chair for the 2018 / 2019 Municipal Year.

There being no other nominations it was RESOLVED

that Councillor G Williamson be appointed as Chair of the Joint Revenues and Benefits Committee for the 2018 / 2019 Municipal Year.

It was duly proposed and seconded that Councillor Mrs J Lloyd be appointed as Vice Chair for the 2018 / 2019 Municipal Year.

There being no other nominations it was **RESOLVED** that Councillor Mrs J Lloyd be appointed as Vice Chair of the Joint Revenues and Benefits Committee for the Municipal Year 2018 / 2019.

Councillor G Williamson in the Chair.

2 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies were submitted on behalf of East Herts Councillors L Radford and C Woodward.

There were no declarations of interest.

3 MINUTES - 26 JUNE 2017

It was **RESOLVED** that the Minutes of the meeting of the Joint Revenues and Benefits Committee held on 26 June 2017, be approved as a correct record and signed by the Chair.

4 ANNUAL REPORT - JOINT REVENUES AND BENEFITS SERVICE

The Committee received a report detailing the current

position in the following areas:

- Performance reporting
- Challenges
- Outturn Budget for 2016/2017

Members asked a number of questions about the report which were answered by the Officers.

With regard to the digital agenda Members suggested that an email be sent to all Councillors and Council staff to request that they encourage customers to use digital channels to access Council services wherever possible.

The Chair expressed his thanks to the Officers for the clarity of the report and their work over the previous year.

It was **RESOLVED** that the report is noted.

Reasons for Decision: as contained in the Report.

Alternative Options Considered: as contained in the Report.

5 URGENT PART 1 BUSINESS

None.

6 EXCLUSION OF PUBLIC AND PRESS

Not Required.

7 URGENT PART 2 BUSINESS

None.

The meeting closed at 7.01 pm

Chairman

Date