

## NOTICE OF DECISIONS TAKEN (PART I – FOR PUBLICATION)

**MEETING:** Joint Revenues & Benefits Executive Committee  
**DATE:** 15 June 2016  
**PLACE:** Shimkent Room, Daneshill House, Stevenage, SG1 1HN  
**MEMBERS PRESENT:** Councillors: Mrs J Lloyd, S Batson, E Buckmaster and G Williamson

**The deadline for call-in of any of the decisions below is 24 June 2016. Subject to there being no call-in the attached decisions may be implemented with effect from 25 June 2016.**

1	<p><b>APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN</b></p> <p>Nominations were requested for the appointment of the Chair and Vice Chair of the Joint Revenues and Benefits Committee for the 2016 / 2017 Municipal Year.</p> <p>It was duly proposed and seconded that Councillor G Williamson be appointed as Chair for the 2016 / 2017 Municipal Year.</p> <p>There being no other nominations a vote was taken and it was <b>RESOLVED</b> that Councillor G Williamson be appointed as Chair of the Joint Revenues and Benefits Committee for the 2016 / 2017 Municipal Year.</p> <p>It was duly proposed and seconded that Councillor Mrs J Lloyd be appointed as Vice Chair for the 2016 / 2017 Municipal Year.</p> <p>There being no other nominations a vote was taken and it was <b>RESOLVED</b> that Councillor Mrs J Lloyd be appointed as Vice Chair of the Joint Revenues and Benefits Committee for the Municipal Year 2016 / 2017.</p> <p><u>Councillor G Williamson in the Chair.</u></p>	O Adeoye Ext 2809
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2	<p><b>APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b></p> <p>Apologies were submitted on behalf of L Haysey (E Herts BC) and SBC Councillors J Thomas and R Raynor (Substitute).</p> <p>There were no declarations of interest.</p>	<p><b>ACTION/LEAD</b> O Adeoye Ext 2809</p>
3	<p><b>MINUTES – 29 JUNE 2015</b></p> <p>It was <b>RESOLVED</b> that the Minutes of the meeting of the Joint Revenues and Benefits Committee held on 29 June 2015, be approved as a correct record and signed by the Chair.</p>	<p>O Adeoye Ext 2809</p>
4	<p><b>ANNUAL UPDATE</b></p> <p>The Committee received a report detailing the current position in the following areas:</p> <ul style="list-style-type: none"> <li>• Performance reporting</li> <li>• Challenges</li> <li>• Outturn Budget for 2015/2016</li> <li>• Amendments to Terms of Reference</li> </ul> <p>Members asked a number of questions about the report which were answered by the Officers.</p> <p>It was <b>RESOLVED</b>:</p> <ol style="list-style-type: none"> <li>1. That the Executive(s) where appropriate be requested to approve the revised terms of reference for the Committee as follows: <ol style="list-style-type: none"> <li>a. Quorum to be three Members (at least one from each constituent Authority)</li> <li>b. To compare the year's performance against the annual Service Plan for the Share Revenues and Benefits Service.</li> </ol> </li> </ol>	

	<p>c. To compare the year's performance against the approved budget of the Shared Service.</p> <p>d. To give initial consideration to future development of the Shared Service and any changes in legislation that may affect service delivery and make recommendations thereon to the Executive or officers.</p> <p>e. Where it is considered appropriate, report to the Executives of the Constituent Councils.</p> <p><i>Reasons for Decision: as contained in the Report.</i></p> <p><i>Alternative Options Considered: as contained in the Report.</i></p> <p>2. That the report be noted.</p>	
5	<p><b>URGENT PART I BUSINESS</b></p> <p>None.</p>	
6	<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p>Not Required</p>	
<b><u>PART II</u></b>		
7	<p><b>URGENT PART II BUSINESS</b></p> <p>None</p>	