

## SHARED REVENUES AND BENEFITS JOINT COMMITTEE

**Tuesday, 6 September 2016**

**2.00 pm**

**Committee Room, North  
Kesteven District Council  
Offices**

- Membership:** Councillors Stewart Ogden (North Kesteven District Council) (Chair), Donald Nannestad (City of Lincoln Council) (Vice-Chair), Ray Cucksey (North Kesteven District Council) and Ric Metcalfe (City of Lincoln Council)
- Substitute members:** Councillors Geoff Hazelwood (North Kesteven District Council), Fay Smith (City of Lincoln Council), Richard Wright (North Kesteven District Council) and Peter West
- Officers attending:** Democratic Services (City of Lincoln Council) and Martin Walmsley (City of Lincoln Council)

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### A G E N D A

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**If members are unable to attend the meeting, please advise Charlie Mason (Democratic Services Officer) on 01522 873533 as soon as possible. Substitute members will be contacted if they are required to attend the meeting.**

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<b>SECTION A</b>	<b>Page(s)</b>
1. Confirmation of Minutes - 24 May 2016	<b>3 - 6</b>
2. Declarations of Interest	
Please note that, in accordance with the Members' Code of Conduct, when declaring interests members must disclose the existence and nature of the interest, and whether it is a disclosable pecuniary interest (DPI) or personal and/or pecuniary.	
3. Members' Summary of Reports	<b>7 - 8</b>
A summary of reports is provided for members' information.	
4. Communications Update	<b>9 - 12</b>
5. Performance Update	<b>13 - 20</b>
6. Quarter 1 2016/17 Financial Monitoring	<b>21 - 26</b>
7. Annual Report 2015/16	<b>27 - 36</b>

8. Welfare Reform Update	37 - 58
9. Internal Audit Report - Housing Benefits and Council Tax Support	59 - 78
10. Shared Service as an Agency	79 - 82
11. Exclusion of the Press and Public	83 - 84

You are asked to resolve that the press and public be excluded from the meeting during the consideration of the following items because it is likely that if members of the press or public were present, there would be disclosure to them of 'exempt information'.

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, notice is hereby given of items which will be considered in private, for which either 28 days' notice has been given or approval has been granted by the appropriate person specified in the Regulations. For further details please visit our website at <http://www.lincoln.gov.uk> or contact Democratic Services at City Hall, Beaumont Fee, Lincoln.

**Revenues and Benefits ICT Contract/ Review of Shared Service.**

These items are being considered in private as they are likely to disclose exempt information, as defined in Schedule 12A of the Local Government Act 1972. No representations have been received in relation to the proposals to consider these items in private.

12. Revenues and Benefits ICT Contract	<b>[Exempt Para(s) 3]</b>	85 - 88
13. Review of Shared Service	<b>[Exempt Para(s) 1]</b>	89 - 104

**Details of Next Meeting:** Tuesday, 22 November 2016 (2.00 pm) in Committee Room 1, City Hall