

STOUR VALLEY AND POOLE PARTNERSHIP JOINT COMMITTEE

MONDAY, 16TH MARCH, 2020

Present: Councillor Andrew Kerby in the Chair
Councillors Cllr D Brown (Vice-Chairman)
Cllr Lacey-Clarke, Cllr T O'Neill and Cllr A Starr

1 Apologies

Apologies had been received from Councillors M Haines and M Parkes and Wilson.

2 Declarations of Interests

There were no declarations received on this occasion.

3 Confirmation of Minutes

The minutes of the meeting held on 23 December were agreed and as a true record, providing Councillor Parkes' apologies were included as an amendment.

Voting: unanimous

4 Joint Working in Revenues and Benefits - Pan-Dorset Business Case

The Partnership Manager gave a verbal update. He confirmed that Dorset Council wanted to consider the Pan-Dorset Business Case but not until later in the next financial year, possibly March.

The CEO of BCP Council was supportive of the Dorset Council decision but wanted BCP services delivered in one space from 1 April 2020. The matter would be debated in the latter part of year at the two Councils' Cabinet meetings.

The work of the SVPP would continue and a further business report would not be presented until asked to do so.

Following a discussion, Councillors agreed that an email be sent to the S151 Officers at both Councils, seeking confirmation of a timeline for the business case, as they were time dependant.

RESOLVED that the S151 Corporate Director and Director of Finance be written to, from both Councils, seeking to confirm a timeline for a further business case.

Voting: nem com.

5 Budget and Performance Monitoring 2019/20

The Collection Services Manager presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

Councillors were asked to review the budget, processing and collection performance of the Stour Valley and Poole Partnership (SVPP).

Councillors were happy with the performance data.

RESOLVED that:

- (a) The Joint Committee acknowledged the performance of the Stour Valley and Poole Partnership to end of Quarter 3 of 2019/20;**
- (b) noted the budget of the Stour Valley and Poole Partnership to 31 January 2020; and**
- (c) reviewed the SVEA variance report.**

Voting: Nem. Con.

6 Partnership Business Plan, Forward Plan, Collaboration Agreement and Delegated Functions 2020/21

The Collection Services Manager presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

Councillors were asked to consider the Business Plan of the Partnership for 2020/21 Financial Year and to give delegations to officers to administer accounts in accordance with the Collaboration Agreement between BCP Council and Dorset Council.

Councillors confirmed that they were happy that the Chairman of the Joint Committee signed the collaboration agreement as detailed in the report.

RESOLVED that:

- (a) the Partnership work to the objectives detailed within item 8 of this report for the 2020/21 and 21/22 Financial Years and that a full timetable / Action Plan be presented to the next meeting of Scrutiny Panel for review;**
- (b) it was acknowledged that from 1 April 2020 the SVPP will be responsible for the administration of all Revenues and Benefits functions for BCP Council and the Dorset Council 'East and North database billing areas';**
- (c) the Collaboration Agreement/Delegated Functions Proforma for 2020/21 be passed to each Council Partner for adoption;**
- (d) the updated Scheme of Delegation for 2020/21 be adopted for the Partnership and reviewed in line with each Council's Constitution and Scheme of Delegation;**
- (e) section 151 officers review budgets and cost share at their next meeting in accordance with the financial implications detailed in this report; and**
- (f) section 151 officers of each Council can instruct the SVPP to undertake "delegated roles" as necessary for the delivery of legislative changes.**

Voting: Unanimous

7 BCP/SVPP Revenues and Benefits Services - Service Resilience Plan Coronavirus

The Chairman agreed to accept an urgent item update, which was circulated at the meeting. The Partnership Manager presented an update and confirmed that they would circulate the paperwork received this morning, along with their own analysis, to the Committee.

The Head of Customer Services gave a verbal update, advising that the Customer Access Team were reviewing continuity plans. Consideration was being given to telephony and investigating options for homeworking. Face to face services, would continue whilst the option was still viable. The Team would be producing an advice poster during this time. Email and digital services provided the service resilience. Councillors would be kept informed of any actions.

Consideration would need to be given to how court summons' and debt recovery were managed as Coronavirus advice progressed. Options may need to be forwarded to Councils for decisions.

8 **Review of SVPP Reserves**

The Partnership Manager circulated a paper 'Reserve Funding 19/20 at the meeting.

A Councillor raised concern that reserves were low and suggested that the Scrutiny Board should review this.

Councillors were assured that this item would be presented to the first meeting of the Joint Committee, of new financial year.

In response to a Councillor's concern regarding the low reserves, it was explained that SVPP was not committed to return the sum of £160k to each Council at the end of each financial year, just £100K had been committed. The final figure would be at the Committee's discretion.

It was RESOLVED that the Committee were not committing anymore than £100K at this time and would review the final contribution, along with the burdens funding at the next meeting.

Voting: Nem. Con

Duration of the meeting: 2.00 - 3.10 pm

Chairman at the meeting on
Monday, 16 March 2020