

**MINUTES OF THE MEETING OF THE LEICESTERSHIRE PARTNERSHIP  
REVENUES & BENEFITS JOINT COMMITTEE**

**27 MARCH 2025 AT 3.30 PM**

PRESENT: Cllr KWP Lynch - Chair

Cllr Jo Asher and Cllr Woodman

Also in attendance:

Officers in attendance: Julie Kenny, Clive Mason, Sally O'Hanlon, Jon Owst, Paul Stone, Rebecca Valentine-Wilkinson and Ashley Wilson

**16. Apologies for absence**

Apologies for absence were submitted by Councillors Beadle, Graves, Wyatt and Bray, with the following substitutions authorised:

Councillor Jo Asher for Councillor Graves.

**17. Declarations of interest**

There were no interests declared at this meeting.

**18. Minutes of previous meeting**

It was proposed by Councillor Lynch, seconded by Councillor Woodman and

RESOLVED –the minutes of the meeting held on 16 January be confirmed as a correct record.

**19. Performance report - January 2025**

Members were updated on the performance of the Partnership for January 2025.

Officers confirmed that:

- Leicestershire County Council were being chased for outstanding payments; and
- Staff were working closely with the communications team around social media posts with web links that included frequently asked questions, in order to support people around repayments and minimising avoidable contact.

Members noted the report.

**20. Financial Performance**

Members were updated on the financial performance of the Partnership for the period April 2024 to January 2025.

It was confirmed to members that the key variances to the end of January 2025 were:

- The salaries were underspent by £65,000 due to vacant posts at the end of January 2025;
- An additional cost of £16,000 had been charged to IT costs due to an audit of Microsoft licence conditions.

Members noted the report.

21. **Council Tax and NNDR Internal Audit final report**

Members were updated on the council tax and NNDR internal audit final report.

In response to a question from members around IT and if the instances reflected in the report were due to internal ICT failure, it was confirmed this was not the case. The software could be restrictive on occasions and did prohibit some tasks that needed manual intervention. The Partnership were looking at innovations to support this but it was not linked to hardware or infrastructure.

Members noted the report.

22. **Forward Plan**

Members noted the forward plan.

23. **Date of next meeting**

The date of the next meeting was confirmed as 12 June, 3.30p.m. at Hinckley & Bosworth Borough Council offices.

(The Meeting closed at 3.51 pm)

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CHAIR