

Chairman - Councillor M J Winnington

Present (for all or part of the meeting):-

Councillors:

E L Carter	P W Jones
M G Dodson	A Nixon
A D Hobbs	J S Powell
R A James	J Read

Also present:- Councillors R P Cooke, Resources Portfolio
A J Sandiford

Officers in attendance:-

I Curran	-	Head of Law and Governance
G Whitehouse	-	Head of Regulatory Services
J Aupers	-	Head of Business Support and Assurance
R Wolfe	-	Revenues and Benefits Manager
T Heath	-	Revenues Manager
N Sims	-	Principal Revenues Officer - Business Rates
M Tranter	-	Principal Revenues Officer - Council Tax
J Allen	-	Democratic Services Officer

RSC23 Minutes

Minutes of the meeting held on 20 January 2026, as previously circulated, were agreed as a correct record.

RSC24 Apologies

Apologies for absence were received from Councillors K M Aspin (substituted by Councillor P W Jones) and A M Loughran (substituted by Councillor A D Hobbs).

RSC25 Q3 Performance Report

The Head of Business Support and Assurance introduced the appendices. The Revenues and Benefits Manager provided an explanation regarding Council Tax and Business Rate collection figures, noting that Stafford Borough Council is consistent with the national picture.

It was noted that there is now a full compliment of staff for the Climate Change roles.

RESOLVED:- that the contents of the report be noted

RSC26 Conclusion of Task and Finish Working Group - Collection of Revenues and Benefits Arrears

The Revenues and Benefits Manager provided a summary of the work undertaken by the Revenues and Benefits team and the work of the Task and Finish Group.

RESOLVED:- that

- (a) the contents of the report be noted;
- (b) the results of the review be reported to Cabinet on 21 May
- (c) no significant change be made to the Billing, Collection and Recovery Policy at this time;
- (d) any statutory changes to the Council Tax and Business Rate collection process be included in an updated policy, and reported to Cabinet as necessary
- (e) officers continue to identify those debts which are irrecoverable and when necessary, process them for write-off in accordance with the Council's Constitution;
- (f) the project to review older debts be continued into the 2026-27 financial year and the effectiveness of continued action be reviewed on a 6-monthly basis by the Section 151 Officer

It was noted that following the six monthly reviews, Resources Scrutiny Committee would be kept up to date of the findings.

Members of the Committee and the Cabinet Member thanked the Revenues and Benefits Team for the work undertaken and the comprehensive report.

RSC27 Conclusion of Task and Finish Working Group – Review of the Constitution

The Head of Law and Governance provided a summary of the proposed changes to the Constitution, for submission to Council in April.

Members approved the updated Employee Code of Conduct which will also be taken to Council in April.

RESOLVED:- that

- (a) the contents of the report be recommended to Council on 14 April 2026;
- (b) The revised Code of Conduct for Employees be recommended to Council for inclusion in the Constitution.

RSC28 Work Programme - Resources Scrutiny Committee

Considered a report presenting the Resources Scrutiny Committee's Work Programme.

It was noted that there would be a joint Resources and Economic Development and Planning Scrutiny Committee on 31 March which all Members had been invited to attend.

RESOLVED:- that in accordance with the powers delegated to the Committee the report be noted.

CHAIR