

**SUBJECT: REVENUES AND BENEFITS – BASE BUDGET FORECAST
2018/19**

REPORT BY: CHIEF EXECUTIVE & TOWN CLERK

LEAD OFFICER: ROB BAXTER, INTERIM CHIEF FINANCE OFFICER

1. Purpose of Report

- 1.1 To present to Members the Base Budget Forecast for the Revenues and Benefits shared service for 2018/19.

2. Executive Summary

- 2.1 The Delegation and Joint Committee Agreement requires the Base Budget Forecast for the shared to be reported to Members. This report is designed to meet this requirement.
- 2.2 The Base Budget Forecast for 2018/19 is included as Appendix 1 to this report.
- 2.3 The shared service is delivering savings for both authorities in excess of £0.5 million per annum, discounting additional New Burdens grant funded expenditure in 2018/19. A full reconciliation to the previous Base Budget Forecast is included as Appendix 2 to this report.

3. Background

- 3.1 The original Base Budget Forecast for the Revenues and Benefits shared service, was approved in 2011.
- 3.2 The shared service is delivering savings for both authorities in excess of £0.5 million per annum, discounting additional New Burdens grant funded expenditure in 2018/19.

4. Base Budget Forecast 2018/19

- 4.1 The Base Budget Forecast for the shared service has been prepared and is included as appendix 1 to this report.
- 4.2 The contingency budget of £20k has been removed and used to fund a Welfare Reform and Project Officer role in the Benefits Team. In previous years this was used to fund initial setup costs and unforeseen circumstances but is no longer required.
- 4.3 The shared service is delivering savings for both authorities in excess of £0.5 million per annum, discounting additional New Burdens grant funded expenditure in 2018/19. A full reconciliation to the previous Base Budget Forecast is included as Appendix 2 to this report.

5. Organisational Impacts

- 5.1 The financial implications are contained throughout the report.
- 5.2 There are no legal implications arising from this report.
- 5.3 There are no equality and diversity implications as a direct result of this report.

6. Risk Implications

- 6.1 Full financial risk assessments are included within both partner authorities Medium Financial Strategies.

7. Recommendation

- 7.1 Members are recommended to approve the Base Budget Forecast for the Revenues and Benefits shared service for 2018/19.

Key Decision No

Do the Exempt Information Categories Apply? No

Call in and Urgency: Is the decision one to which Rule 15 of the Scrutiny Procedure Rules apply? No

How many appendices does the report contain? Two

List of Background Papers: None

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Appendix 1 Base Budget Forecast 2018/19

	2018/19		
	Shared Service	NKDC	CoLC
	£	£	£
Management			
Employees	279,870		
Supplies & Services	37,330		
Sub Total	317,200	158,600	158,600
Revenues			
Employees	679,350		
Transport	3,000		
Supplies & Services	129,720		
Recharge to WLDC	(76,000)		
Income	(10,500)		
CoLC only recovery	(85,230)		
Sub Total	640,340	326,570	313,770
Benefits			
Employees	1,027,890		
Transport	5,940		
Supplies & Services	70,740		
Sub Total	1,104,570	463,920	640,650
Money Advice			
Employees	211,220		
Transport	8,160		
Supplies & Services	4,220		
Sub Total	223,600	111,800	111,800
TOTAL	2,285,710	1,060,890	1,224,820

Appendix 2 – reconciliation to previous Base Budget Forecast (17-22)

	2018/19		
	Shared Service £	NKDC £	CoLC £
Original budget - 2017 - 2022	2,256,380	1,049,330	1,207,050
Removal of Contingency Budget	(20,000)	(10,000)	(10,000)
Increase in Agency Budget in Revenues	15,000	7,650	7,350
Removal of Agency Budget in Benefits	(5,000)	(2,100)	(2,900)
New Welfare Reform Officer	28,060	11,790	16,270
Living Wage Increase/SCP's/NI Pension Changes	11,270	4,220	7,050
Revised budget – 2018 - 2023	2,285,710	1,060,890	1,224,820