

**SUBJECT: REVENUES AND BENEFITS - QUARTER 1 2018/19
MONITORING**

REPORT BY: CHIEF EXECUTIVE & TOWN CLERK

LEAD OFFICER: ANGELA ANDREWS, CHIEF EXECUTIVE

1. Purpose of Report

- 1.1 To present to Members the first quarter's performance for the Revenues and Benefits shared service for 2018/19.

2. Executive Summary

- 2.1 The forecast outturn for 2018/19 predicts that there will be an underspend against the approved budget of £98,082.

3. Background

- 3.1 The approved budget for 2018/19 was agreed by Revenues and Benefits Joint Committee on 20th February 2018. The Committee set a budget for 2018/19 of £2,285,710 for the service and this report shows the progress against this budget for quarter one and shows a projected outturn for the full year.
- 3.2 The budget, as mentioned in paragraph 3.1, has subsequently been revised for the following New Burdens Grants notified to each Authority in quarter one: -

Budget adjustment	CoLC	NK	Total
	£	£	£
Welfare Reform Changes	43,260	21,023	64,283
Single Fraud Investigation Service	1,601	873	2,474
Verify Earnings & Pensions Alerts Service Q1	28,109	21,366	49,475
Verify Earnings & Pensions Alerts Service Q4	7,031	5,344	12,375
UC FS HB Stop Notice	400	400	800
UC FS LCTR Automation	908	908	1,817
SHBE Change	499	499	998
VEP SHBE Change	182	182	364
COA	363	363	727
CIS Interest Automation	17	17	34
PSCS Uprating	11	11	22
API Development	56	56	112
Transition to UC Housing Payment	17,195	4,472	21,667
Removal of Temporary accommodation from UC	529	293	822

UC LA Universal Support Grant Funding Q4 2017/18	4,256	229	4,485
Universal Credit Support 2018/19	16,823	8,138	24,961
TOTAL	121,241	64,175	185,416

4. Quarter One Financial Performance and Forecast Outturn 2018/19

4.1 Performance Quarter 1

Financial performance for the first quarter of 2018/19 is detailed in Appendix 1 to this report. At quarter 1, there is an underspend against the approved budget of £17,151.

4.2 Forecast Outturn 2018/19

The forecast outturn for 2018/19 predicts that there will be an underspend against the approved budget of £98,082. Further detail is attached as Appendix 2 to this report.

4.3 A summary of the main forecast year-end variations against the approved budget for 2018/19 is shown below.

<u>Service Area</u>	<u>£</u>	<u>Reason for variance</u>
Revenues and Benefits Management		
IT Costs	5,730	Increased cost of Northgate System.
Benefits		
Salaries (Including Career Grades)	(96,660)	Vacant Hours together with Career Graded Posts budgeted at top of scale however not all officers are at the top of the scale.
New Burdens Grants	(45,380)	New Burdens Funding awarded but cost of additional activities contained within current staffing structure.
Telephones	(9,720)	Saving on Telephone Expenses.
Revenues Local Taxation		
IT Costs	15,000	Additional requirements of the service.
Subscriptions	11,550	Analyse Local Annual Fees included within this.
Printing/Postage	30,000	Activity Level estimated to be the same as previous years.
Benefits/Money Advice		
Car Mileage	(3,500)	Travel organised in a way to try and reduce mileage cost.

<u>Service Area</u>	<u>£</u>	<u>Reason for variance</u>
Mobile Phones	1,100	Activity Level estimated to be the same as previous years.

5. Organisational Impacts (nb. Finance, Legal and E & D sections below are mandatory, others to be completed only where there is an impact)

- 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 A full financial risk assessment is included in the Council's Medium Financial Strategy.

7. Recommendation

- 7.1 Members are recommended to note the actual position at quarter 1.
- 7.2 Members are recommended to approve the budget adjustments for 2018/19 as per para 3.2.

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 Actual Position as at Quarter 1 2018/19

	Profiled Budget			Actual			Variance		
	CoLC	NK	Combined	CoLC	NK	Combined	CoLC	NK	Combined
Revenues & Benefits									
Management	53,650	53,650	107,298	56,893	56,893	113,785	3,243	3,243	6,485
Benefits	180,730	124,850	305,578	148,730	107,701	256,431	(32,000)	(17,149)	(49,149)
Revenues Local Taxation	104,550	108,820	213,365	118,917	123,770	242,687	14,367	14,950	29,317
Money Advice	27,950	27,950	55,900	26,048	26,048	52,096	(1,902)	(1,902)	(3,804)
Total Q1 2018/19	366,880	315,270	682,141	350,587	314,412	664,999	(16,293)	(858)	(17,151)

Appendix 2 Forecast Financial Outturn for 2018/19

	Annual Budget			Forecast Outturn			Variance		
	CoLC	NK	Combined	CoLC	NK	Combined	CoLC	NK	Combined
Revenues & Benefits									
Management	158,600	158,600	317,200	161,410	161,410	322,819	2,810	2,810	5,619
Benefits	733,811	506,912	1,240,723	638,641	441,169	1,079,810	(95,170)	(65,743)	(160,913)
Revenues Local Taxation	313,770	326,570	640,340	341,182	355,100	696,281	27,412	28,530	55,941
Money Advice	111,800	111,800	223,600	112,435	112,435	224,870	635	635	1,270
Total 2018/19	1,317,981	1,103,882	2,421,863	1,253,667	1,070,114	2,323,781	(64,314)	(33,768)	(98,082)