

**SUBJECT: REVENUES AND BENEFITS – BASE BUDGET FORECAST
2022/23**

REPORT BY: CHIEF EXECUTIVE & TOWN CLERK

LEAD OFFICER: JACLYN GIBSON, 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 2022/23.

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 2022/23 is included as Appendix 1 to this report.
- 2.3 A full reconciliation to the previous Base Budget Forecast is included as Appendix 2 to this report.

3. Background

- 3.1 The Revenues and Benefits Shared Service was formed on 1st June 2011, with a budget set to deliver savings for both partner authorities.
- 3.2 Despite inflationary cost pressures the Base Budget Forecast for 2022/23 of £2.517m is only £168.3k higher than the initial Base Budget set for 2012/13, demonstrating the ongoing efficiencies being delivered by the Shared Service.

4. Base Budget Forecast 2022/23

- 4.1 The Base Budget Forecast for the shared service has been prepared and is included as Appendix 1 to this report.
- 4.2 A full review of each line of the budget has taken place to ensure a fair representation of the activity of the service. This has led to budgets being transferred between different shared service functions. Although each Authority has a different percentage of each service, across the service as a whole this hasn't led to either Authority significantly paying more.
- 4.3 Despite inflationary pressures there has been a decrease year on year in the base budget from last year's budget in the main due to the agreed removal of vacant posts by Joint Committee – i.e. these are the staff savings agreed by this committee in February 2021. 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 2022/23.

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

Lead Officer: Martin Walmsley
Telephone 01522 873597

Appendix 1 Base Budget Forecast 2022/23

	2022/23		
	Shared Service £	NKDC £	CoLC £
Management			
Employees	315,750		
Supplies & Services	58,850		
Sub Total	374,600	187,300	187,300
Revenues			
Employees	807,620		
Transport	4,700		
Supplies & Services	194,220		
Recharge to WLDC	(81,800)		
Income	(15,000)		
CoLC only recovery	(92,260)		
Sub Total	817,480	416,910	400,570
Benefits			
Employees	1,020,600		
Transport	3,100		
Supplies & Services	70,160		
Income	(8,000)		
Sub Total	1,085,860	456,060	629,800
Money Advice			
Employees	227,230		
Transport	4,160		
Supplies & Services	7,500		
Sub Total	238,890	119,450	119,450
TOTAL	2,516,830	1,179,720	1,337,120

Appendix 2 – Reconciliation to previous Base Budget Forecast (2021-26)

	2022/23		
	Shared Service £	NKDC £	CoLC £
Original budget - 2021 – 2026	2,568,520	1,200,640	1,367,880
Savings on Staffing cost (incl. Training & Car Allowance Mileage)	(47,200)	(16,770)	(25,920)
Increased costs for IT, Mobile phones, Postage	4,810	2,170	2,640
Increased Income on LiNK HB Subsidy Partnership & NNDR Service Provision	(13,800)	(6,320)	(7,480)
Revised budget – 2022 - 2027	2,516,830	1,179,720	1,337,120