

**SUBJECT: REVENUES AND BENEFITS - FINANCIAL MONITORING  
QUARTER 3 2024/25**

**REPORT BY: CHIEF EXECUTIVE & TOWN CLERK**

**LEAD OFFICER: MARTIN WALMSLEY, HEAD OF SHARED REVENUES AND  
BENEFITS**

## 1. Purpose of Report

- 1.1 To present to Members the third quarter's (ending 31<sup>st</sup> December 2024) performance for the Revenues and Benefits Shared Service for 2024/25.

## 2. Executive Summary

- 2.1 The forecast outturn for 2024/25 predicts that there will be a saving against the approved budget of £32,380, which includes the newly confirmed 2024/25 pay award, which was paid in November 2024.

## 3. Background

- 3.1 The approved budget for 2024/25 was agreed by Shared Revenues and Benefits Joint Committee on 22<sup>nd</sup> February 2024. The Committee set a budget for 2024/25 of £3,075,650 for the service.
- 3.2 At quarter one, the budget was increased to reflect New Burdens grants totalling £27,480, with no further changes at quarter two.
- 3.3 At quarter three, further new burdens totalling £11,440 were received, as follows:

	<b>CoLC</b>	<b>NK</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Original Budget</b>	<b>1,629,170</b>	<b>1,446,480</b>	<b>3,075,650</b>
DWP - LA IT Changes	1,010	1,010	2,020
DWP - LA IT Changes	730	730	1,460
DWP - LA IT Changes	12,000	12,000	24,000
DWP - Verify Earnings and Pensions service	2,610	1,090	3,700
DWP - Additional costs incurred for terminating Employment Support Allowance with Housing Benefit claims	5,540	2,200	7,740
<b>REVISED BUDGET</b>	<b>1,651,060</b>	<b>1,463,510</b>	<b>3,114,570</b>

#### 4. Quarter Three Financial Performance and Forecast Outturn 2024/25

##### 4.1 Performance Quarter 3

Financial performance as at the third quarter of 2024/25 is detailed in Appendix 1 to this report. At quarter three, there is an underspend against the approved budget of £16,890, including the nationally agreed pay award.

##### 4.2 Forecast Outturn 2024/25

The forecast outturn for 2024/25 predicts that there will be an underspend against the approved budget of £32,380, including the nationally agreed pay award paid in November 2024. Further detail is attached within Appendix 2 of this report.

4.3 A summary of the main forecast year-end variations against the approved budget for 2024/25 is shown in the table below:

<u>Service Area</u>	<u>£</u>	<u>Reason for Variance</u>
<b>Management</b>		
Pay Award	2,040	Impact of the Nationally agreed Pay Award for 2024/25.
Salary Costs	25,550	Temporary contract for the Cost-of-Living Co-Ordinator, which is offset against staffing savings within Benefits.
<b>Benefits</b>		
Salary costs	(187,200)	Vacancy savings pending recruitment, now not expected until the new financial year, partially offset by overtime costs.
Overtime	59,210	Additional hours required as a result of vacancies.
Pay Award	15,460	Impact of the Nationally agreed Pay Award for 2024/25.
Postage	56,450	Additional costs as a result of increased requirements, and apportionment of costs
IT Costs	24,100	New Software requirements, offset by New Burdens funding below.
New Burdens	(38,920)	Additional grant funding to offset new IT cost pressures and staffing costs.
<b>Revenues Local Taxation</b>		
Staffing Costs	(36,150)	Vacancy savings pending recruitment, now not expected until the new financial year, partially offset by overtime costs.

Overtime	47,360	Additional hours required as a result of vacancies.
Pay Award	18,910	Impact of the Nationally agreed Pay Award for 2024/25.
Subscriptions	(4,320)	Expected savings on required subscriptions.
Collecting/Tracing Agents	(8,000)	Expected savings on required spend.
<b>Benefits/Money Advice</b>		
Staffing Costs	(17,190)	Vacancy savings pending recruitment, now not expected until the new financial year, partially offset by overtime costs.
Pay Award	4,770	Impact of the Nationally agreed Pay Award for 2024/25.

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

## 7. Recommendations

- 7.1 Members are recommended to note the actual position at quarter 3.

**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:**

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Appendix 1 - Actual Position as at Quarter 3 2024/25

	Profiled Budget			Actual YTD			Variance YTD		
	CoLC	NK	Combined	CoLC	NK	Combined	CoLC	NK	Combined
Revenues & Benefits									
Management	187,670	187,670	375,340	195,314	195,314	390,629	7,644	7,644	15,289
Benefits	551,220	400,000	951,220	534,244	386,866	921,110	(16,976)	(13,134)	(30,110)
Revenues Local Taxation	390,650	406,590	797,240	397,573	413,801	811,374	6,923	7,211	14,134
Money Advice	109,550	109,550	219,100	101,453	101,453	202,907	(8,097)	(8,097)	(16,193)
Total 2024/25	1,239,090	1,103,810	2,342,900	1,228,585	1,097,435	2,326,020	(10,505)	(6,375)	(16,880)
Grand total							(10,505)	(6,375)	(16,880)

## Appendix 2 Forecast Financial Outturn for 2024/25

	Annual Budget			Forecast Outturn			Variance		
	CoLC	NK	Combined	CoLC	NK	Combined	CoLC	NK	Combined
Revenues & Benefits Management	237,270	237,270	474,540	250,285	250,285	500,570	13,015	13,015	26,030
Benefits	759,240	550,960	1,310,200	723,370	524,930	1,248,300	(35,870)	(26,030)	(61,900)
Revenues Local Taxation	508,210	528,940	1,037,150	515,279	536,311	1,051,590	7,069	7,371	14,440
Money Advice	146,340	146,340	292,680	140,865	140,865	281,730	(5,475)	(5,475)	(10,950)
Total 2024/25	1,651,060	1,463,510	3,114,570	1,629,799	1,452,391	3,082,190	(21,261)	(11,119)	(32,380)
Grand total							(21,261)	(11,119)	(32,380)