

# Public Document Pack



**Harborough District Council,**

**Hinckley and Bosworth Borough Council,**

**North West Leicestershire District Council,**

**Working in Partnership to provide better services...**

Meeting Committee

Leicestershire Partnership Revenues & Benefits Joint

Time/Date

3.30 pm on Thursday, 21 MARCH 2024

Location

De Montfort Suite, Hinckley Hub

Officer to contact

Rebecca Valentine-Wilkinson

Email: [rebecca.valentine-wilkinson@hinckley-](mailto:rebecca.valentine-wilkinson@hinckley-bosworth.gov.uk)

[bosworth.gov.uk](http://bosworth.gov.uk)

Tel: 01455 255834

Councillor P Beadle  
Councillor S Bray  
Councillor M Graves

Councillor K Lynch  
Councillor A Woodman  
Councillor M Wyatt

Hinckley Hub • Rugby Road • Hinckley • Leicestershire • LE10 0FR

Telephone 01455 238141 • MDX No 716429 • Fax 01455 251172 • [www.hinckley-bosworth.gov.uk](http://www.hinckley-bosworth.gov.uk)

## **Recording of meetings**

All persons present are reminded that the meeting may be recorded and by attending this meeting you are giving your consent to being filmed and your image being used. You are kindly requested to make it known to the Chairman if you intend to film or record this meeting.

We also allow the use of social media during meetings, which helps to bring the issues discussed to a wider audience.

## **Use of mobile phones**

To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

**LEICESTERSHIRE PARTNERSHIP REVENUES & BENEFITS JOINT COMMITTEE -  
21 MARCH 2024**

**A G E N D A**

**1. APOLOGIES FOR ABSENCE**

To receive and note any apologies for absence.

**2. DECLARATIONS OF INTEREST**

Under the code of conduct members are reminded that in declaring interests they should make clear the nature of that interest and whether it is a disclosble pecuniary interest, registrable interest or other interest.

**3. MINUTES OF PREVIOUS MEETING (Pages 1 - 2)**

To confirm the minutes of the meeting held on 18 January 2024.

**4. PERFORMANCE REPORT (Pages 3 - 10)**

Report of the Head of Partnership

**5. FINANCIAL PERFORMANCE (Pages 11 - 14)**

Report of the section 151 officer

**6. FORWARD PLAN (Pages 15 - 16)**

To note the joint committee's forward plan.

**7. DATES OF FUTURE MEETINGS**

Thursday 13 June 2024 - 3.30 pm Harborough District Council offices

This page is intentionally left blank

## MINUTES OF THE MEETING OF THE LEICESTERSHIRE PARTNERSHIP REVENUES & BENEFITS JOINT COMMITTEE

18 JANUARY 2024 AT 3.30 PM

PRESENT: Cllr Wyatt - Chair  
Cllr KWP Lynch – Vice-Chair  
Cllr Graves and Cllr Woodman

Also in attendance:

Officers in attendance: Carolyn Bland, Julie Kenny, Sally O'Hanlon, Paul Stone, Rebecca Valentine-Wilkinson and Ashley Wilson

68. **Apologies for absence**

Apologies were received from Councillor Bray and Councillor Beadle.

69. **Declarations of interest**

There were no interests declared at this meeting.

70. **Minutes of previous meeting**

It was moved by Councillor Lynch, seconded by Councillor Wyatt and

RESOLVED – the minutes of the meeting held on 23 November 2023 be confirmed as a correct record.

71. **Budget Setting report**

Members were presented with the 2024/25 proposed budget proposals for the Partnership.

In response to questions from members, it was confirmed that the mailroom was outsourced to a third party; and residents were encouraged to use electronic billing, but the Partnership also offered choice.

It was proposed by Councillor Lynch, seconded by Councillor Graves and

RESOLVED – the proposals be approved.

72. **Financial Performance Report**

Members were presented with the financial performance of the Partnership up to 31 November 2023.

In response to questions from members it was confirmed that:

- the income was profiled differently and support was provided by HBBC regarding cash flow and no interest was charged on that;

- as members felt uncomfortable with regards to the 20% overspend there were different ways of profiling and different ways of presenting the information
- at a request from members the information would be restructured in future to show that expenditure was the most prominent figure.

Members noted the report.

73. **Service Plan 2024**

Members were provided with the service plan for 2024/25 for the Partnership.

In a response to a question from members it was confirmed that Market Harborough migrated some years ago and that all new claimants now went straight on to universal credit.

Members noted the report.

74. **Performance Report**

Members were presented with the performance report up to November 2023.

Members noted the report.

75. **Dates of future meetings**

Members noted the future meeting dates.

76. **Forward Plan**

Members noted the forward plan.

(The Meeting closed at 4.09 pm)

---

CHAIR



PAPER

Page 3

# Revenue and Benefit Service

Performance Report  
January 2024

Agenda Item 4

## Caseload Analysis

| Caseload Data                |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          |                  |                  |                             |
|------------------------------|--------------------|--------------------------|---------------------|--------------------------|---------------------|--------------------------|---------------------|--------------------------|---------------------|--------------------------|------------------|------------------|-----------------------------|
| Position at:                 | Poition at 31/3/19 | 2018/19 In Year Movement | Position at 31/3/20 | 2019/20 In Year Movement | Position at 31/3/21 | 2020/21 In Year Movement | Position at 31/3/22 | 2021/22 In Year Movement | Position at 31/3/23 | 2022/23 In Year Movement | 2023/24          |                  |                             |
| Banded Council Tax Dwellings |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | Current Position | In Year Movement | In Year Percentage Movement |
| HBBC                         | 50,359             | 453                      | 50,601              | 242                      | 50,852              | 251                      | 51,232              | 380                      | 51,764              | 532                      | 52,239           | 475              | 2.0%                        |
| HDC                          | 39,739             | 650                      | 40,532              | 793                      | 41,554              | 1,022                    | 42,590              | 1,036                    | 43,528              | 938                      | 44,269           | 741              | 3.9%                        |
| NWLDC                        | 44,940             | 733                      | 45,564              | 624                      | 46,277              | 713                      | 47,189              | 912                      | 48,028              | 839                      | 48,463           | 435              | 2.7%                        |
| Totals                       | 135,038            |                          | 136,697             |                          | 138,683             |                          |                     | Current Total:           | 143,320             | 4,637                    | 144,971          |                  |                             |
| NDR Rated Assessments        |                    |                          |                     |                          |                     |                          |                     |                          |                     | Position                 | Current Position | In Year Movement | In Year Percentage          |
| HBBC                         | 3,181              | 19                       | 3,179               | -2                       | 3,224               | 45                       | 3,262               | 38                       | 3,298               | 36                       | 3,338            | 40               | 2.33%                       |
| Debit (£)                    |                    |                          |                     |                          |                     |                          |                     |                          | (previous month)    | 40,734,257               | 40,725,944       |                  |                             |
| HDC                          | 3,086              | 46                       | 3,123               | 37                       | 3,189               | 66                       | 3,246               | 57                       | 3,277               | 31                       | 3,290            | 13               | 1.36%                       |
| Debit (£)                    |                    |                          |                     |                          |                     |                          |                     |                          | (previous month)    | 62,148,585               | 62,161,665       |                  |                             |
| NWLDC                        | 3,440              | 23                       | 3,519               | 79                       | 3,563               | 44                       | 3,554               | -9                       | 3,589               | 35                       | 3,531            | -58              | -0.65%                      |
| Debit (£)                    |                    |                          |                     |                          |                     |                          |                     |                          | (previous month)    | 99,722,856               | 99,624,971       |                  |                             |
| Totals                       | 9,707              |                          | 9,821               |                          | 9,976               |                          |                     | Current Total:           | 10,164              | 188                      | 102,897,768      |                  |                             |
| HB/CTLS Live Caseload        |                    |                          |                     |                          |                     |                          |                     |                          |                     | Caseload                 | Current Caseload | In Year Movement | Caseload %                  |
| HBBC                         | 5,579              | -204                     | 5,321               | -258                     | 5,257               | -64                      | 5,257               | -260                     | 5,249               |                          | 5,189            | -60              |                             |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 1,761            | -75              | 34%                         |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 308              | 8                | 6%                          |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 3,120            | 7                | 60%                         |
| HDC                          | 3,243              | -145                     | 3,185               | -58                      | 3,210               | 25                       | 3,210               | -198                     | 3,076               |                          | 3,117            | 41               |                             |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 1,201            | -32              | 40%                         |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 175              | 2                | 5%                          |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 1,741            | 71               | 55%                         |
| NWLDC                        | 5,413              | -283                     | 5,118               | -295                     | 4,964               | -154                     | 4,964               | -312                     | 4,972               |                          | 4,905            | -67              |                             |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 1,979            | -90              | 40%                         |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 186              | -11              | 4%                          |
|                              |                    |                          |                     |                          |                     |                          |                     |                          |                     |                          | 2,740            | 34               | 56%                         |
| Totals                       | 14,235             |                          | 27,248              |                          |                     | Current Total:           |                     |                          | 13,297              |                          | 13,211           |                  |                             |



## Leicestershire Partnership - Revenues and Benefits Performance Indicators

| <b>North West Leicestershire District Council</b> |              |            |             |             |            |             |            |            |            |            |            |            | <b>2023/24</b> | <b>Year End 2023/24 target</b> |
|---|--------------|------------|-------------|-------------|------------|-------------|------------|------------|------------|------------|------------|------------|----------------|--------------------------------|
| <b>BENEFITS</b>                                   | <b>April</b> | <b>May</b> | <b>June</b> | <b>July</b> | <b>Aug</b> | <b>Sept</b> | <b>Oct</b> | <b>Nov</b> | <b>Dec</b> | <b>Jan</b> | <b>Feb</b> | <b>Mar</b> |                |                                |
| In month: New Claims (Days)                       | 24.3         | 24.6       | 19.7        | 15.7        | 15.6       | 14.9        | 15.8       | 19.1       | 17.7       | 17.5       |            |            | <b>18.5</b>    | <b>15</b>                      |
| <i>Position for 2022/23</i>                       | 15.4         | 13.9       | 17.2        | 15.2        | 12.6       | 20.4        | 21.2       | 18.8       | 20.2       | 24         | 15.3       | 18.8       | 17.8           |                                |
| In month: Change Events (Days)                    | 6.9          | 8          | 5           | 4.6         | 4.9        | 5.3         | 5.7        | 5.5        | 5.4        | 6.5        |            |            | <b>5.8</b>     | <b>6</b>                       |
| <i>Position for 2022/23</i>                       | 5.8          | 6.2        | 8.3         | 5.1         | 4.5        | 7.1         | 7.0        | 8.0        | 6.5        | 7.8        | 2          | 7.9        | 6.3            |                                |
| <b>COUNCIL TAX</b>                                | <b>April</b> | <b>May</b> | <b>June</b> | <b>July</b> | <b>Aug</b> | <b>Sept</b> | <b>Oct</b> | <b>Nov</b> | <b>Dec</b> | <b>Jan</b> | <b>Feb</b> | <b>Mar</b> |                |                                |
| In Year (%)                                       | 9.9%         | 18.9%      | 28.0%       | 37.0%       | 46.1%      | 55.1%       | 64.2%      | 73.3%      | 82.2%      | 91.3%      |            |            | <b>91.3%</b>   | <b>97.3%</b>                   |
| This years profiled target (based on 22/23)       | 10.0%        | 19.1%      | 28.1%       | 37.1%       | 46.1%      | 55.1%       | 64.2%      | 73.4%      | 82.3%      | 91.4%      | 94.5%      | 97.2%      | 97.2%          |                                |
| Arrears Reduction (£m) end of month               | £6.0m        | £5.9m      | £5.8m       | £5.6m       | £5.5m      | £5.4m       | £5.4m      | £5.3m      | £5.2m      | £5.1m      |            |            | <b>£5.1m</b>   | <b>INFO</b>                    |
| <i>Position for 2022/23</i>                       | £6.2m        | £5.6m      | £5.5m       | £5.3m       | £5.2m      | £5.1m       | £5.0m      | £4.9m      | £4.9m      | £4.7m      | £4.4m      | £5.0m      | £5.0m          |                                |
| <b>NON DOMESTIC RATES</b>                         | <b>April</b> | <b>May</b> | <b>June</b> | <b>July</b> | <b>Aug</b> | <b>Sept</b> | <b>Oct</b> | <b>Nov</b> | <b>Dec</b> | <b>Jan</b> | <b>Feb</b> | <b>Mar</b> |                |                                |
| In Year (%)                                       | 9.2%         | 18.0%      | 26.8%       | 37.0%       | 45.7%      | 54.9%       | 62.1%      | 70.2%      | 78.5%      | 89.2%      |            |            | <b>89.2%</b>   | <b>99.0%</b>                   |
| This years profiled target (based on 22/23)       | 10.0%        | 18.5%      | 28.1%       | 37.9%       | 46.2%      | 55.4%       | 64.4%      | 73.5%      | 82.3%      | 91.3%      | 95.6%      | 99.1%      | 99.1%          |                                |
| Arrears Reduction (£m) end of month               | £1.6m        | £1.5m      | £2.1m       | £1.5m       | £0.5m      | £0.5m       | £0.8m      | £0.9m      | £2.3m      | £2.1m      |            |            | <b>£2.1m</b>   | <b>INFO</b>                    |
| <i>Position for 2022/23</i>                       | £1.7m        | £1.1m      | £1.2m       | £1.1m       | £1.0m      | £0.98m      | £0.85m     | £0.85m     | £0.71m     | £0.58m     | £0.42m     | £0.51m     | £0.51m         |                                |
| <b>HOUSING BENEFIT DEBT</b>                       | <b>April</b> | <b>May</b> | <b>June</b> | <b>July</b> | <b>Aug</b> | <b>Sept</b> | <b>Oct</b> | <b>Nov</b> | <b>Dec</b> | <b>Jan</b> | <b>Feb</b> | <b>Mar</b> |                |                                |
| HB Overpayments outstanding end of month          | £1.3m        | £1.3m      | £1.3m       | £1.3m       | £1.3m      | £1.3m       | £1.3m      | £1.3m      | £1.3m      | £1.3m      |            |            | <b>£1.3m</b>   | <b>INFO</b>                    |
| <i>Position for 2022/23 (£m)</i>                  | £1.2m        | £1.2m      | £1.2m       | £1.2m       | £1.2m      | £1.2m       | £1.2m      | £1.2m      | £1.2m      | £1.2m      | £1.3m      | £1.3m      | £1.3m          |                                |
| HB Overpayments Recovered                         | 1%           | 3%         | 4%          | 5%          | 7%         | 8%          | 9%         | 10%        | 10%        | 11%        |            |            | <b>11%</b>     | <b>34%</b>                     |
| This years profiled target (based on 22/23)       | 5%           | 10%        | 11%         | 14%         | 14%        | 16%         | 17%        | 18%        | 19%        | 20%        | 21%        | 21%        | 21%            |                                |
| <b>FRAUD</b>                                      | <b>April</b> | <b>May</b> | <b>June</b> | <b>July</b> | <b>Aug</b> | <b>Sept</b> | <b>Oct</b> | <b>Nov</b> | <b>Dec</b> | <b>Jan</b> | <b>Feb</b> | <b>Mar</b> |                |                                |
| CTLS Sanctions gained                             | 0            | 0          | 1           | 1           | 0          | 0           | 1          | 0          | 0          | 0          |            |            | <b>3</b>       | <b>6</b>                       |
| This years profiled target (Based on 22/23)       | 0            | 0          | 1           | 0           | 1          | 0           | 2          | 0          | 0          | 0          | 0          | 0          | 4              |                                |

| Hinckley & Bosworth Borough Council         |       |       |       |       |       |       |        |        |        |        |        |        | Cumulative<br>2023/24 | Year-End<br>2023/24<br>Target |
|---|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|--------|-----------------------|-------------------------------|
| BENEFITS                                    | April | May   | June  | July  | Aug   | Sept  | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |                       |                               |
| In month: New Claims (Days)                 | 21.7  | 21.8  | 16.7  | 15.6  | 16.8  | 14.2  | 16.9   | 13.9   | 12.9   | 16.2   |        |        | 16.7                  | 15                            |
| <i>Position for 2022/23</i>                 | 15.4  | 14.8  | 14.8  | 14.0  | 12.3  | 18.9  | 18.9   | 20.1   | 17.3   | 22.8   | 15.2   | 16.5   | 16.7                  |                               |
| In month: Change Events (Days)              | 8.2   | 8.1   | 5     | 4.5   | 5.2   | 4.7   | 5      | 4.8    | 3.8    | 7      |        |        | 5.7                   | 6                             |
| <i>Position for 2022/23</i>                 | 5.4   | 6.1   | 7.9   | 5.4   | 4.8   | 7.4   | 7.3    | 7.2    | 5.0    | 8.5    | 2.2    | 7.2    | 6.2                   |                               |
| COUNCIL TAX                                 | April | May   | June  | July  | Aug   | Sept  | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |                       |                               |
| In Year (%)                                 | 10.4% | 19.5% | 28.6% | 37.6% | 46.7% | 55.9% | 65.1%  | 74.3%  | 83.1%  | 92.2%  |        |        | 92.2%                 | 97.6%                         |
| This years profiled target (based on 22/23) | 10.6% | 19.7% | 28.8% | 37.8% | 47.0% | 56.2% | 65.5%  | 74.6%  | 83.5%  | 92.60% | 95.40% | 97.70% | 97.7%                 |                               |
| In Year Arrears Reduction (£) end of month  | £5.1m | £5.0m | £4.9m | £4.8m | £4.8m | £4.7m | £4.6m  | £4.5m  | £4.5m  | £4.4m  |        |        | £4.4m                 | INFO                          |
| <i>Position for 2022/23</i>                 | £5.2m | £5.0m | £4.9m | £4.7m | £4.5m | £4.5m | £4.4m  | £4.4m  | £4.3m  | £4.3m  | £4.1m  | £4.1m  | £4.1m                 |                               |
| NON DOMESTIC RATES                          | April | May   | June  | July  | Aug   | Sept  | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |                       |                               |
| In Year (%)                                 | 10.5% | 20.2% | 29.1% | 39.4% | 48.6% | 57.0% | 66.3%  | 75.0%  | 83.3%  | 92.7%  |        |        | 92.7%                 | 98.8%                         |
| This years profiled target (based on 22/23) | 10.4% | 18.9% | 26.2% | 37.1% | 46.0% | 55.8% | 64.5%  | 75.1%  | 83.7%  | 92.3%  | 95.1%  | 98.1%  | 98.1%                 |                               |
| Arrears Reduction (£m) end of month         | £1.2m | £1.2m | £1.2m | £1.2m | £1.5m | £1.4m | £1.4m  | £1.4m  | £1.4m  | £1.3m  |        |        | £1.3m                 | INFO                          |
| <i>Position for 2022/23</i>                 | £1.3m | £1.3m | £2.3m | £2.2m | £1.4m | £1.3m | £0.72m | £0.67m | £0.63m | £0.62m | £0.56m | £0.55m | £0.55m                |                               |
| HOUSING BENEFIT DEBT                        | April | May   | June  | July  | Aug   | Sept  | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |                       |                               |
| HB Overpayments outstanding end of month    | £1.1m | £1.1m | £1.1m | £1.1m | £1.1m | £1.1m | £1.0m  | £1.0m  | £1.0m  | £1.0m  |        |        | £1.0m                 | INFO                          |
| <i>Position for 2022/23 £m</i>              | £1.1m | £1.1m | £1.1m | £1.1m | £1.1m | £1.1m | £1.1m  | £1.1m  | £1.1m  | £1.1m  | £1.1m  | £1.1m  |                       |                               |
| HB Overpayments Recovered                   | 1%    | 4%    | 6%    | 7%    | 9%    | 11%   | 15%    | 16%    | 17%    | 19%    |        |        | 19%                   | 36%                           |
| This years profiled target (based on 22/23) | 2%    | 4%    | 5%    | 6%    | 7%    | 8%    | 11%    | 12%    | 13%    | 14%    | 14%    | 15%    |                       |                               |
|   |       |       |       |       |       |       |        |        |        |        |        |        |                       |                               |
| FRAUD                                       | April | May   | June  | July  | Aug   | Sept  | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |                       |                               |
| CTLS Sanctions gained                       | 0     | 0     | 0     | 0     | 0     | 1     | 0      | 0      | 2      | 1      |        |        | 4                     | 6                             |
| This years profiled target (based on 22/23) | 2     | 0     | 0     | 0     | 1     | 2     | 0      | 1      | 0      | 1      | 0      | 2      | 9                     |                               |

| Harborough District Council                 |        |        |        |        |        |        |        |        |        |        |        |        | 2023/24    | Year - End 2023/24 target |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|------------|---------------------------|
| BENEFITS                                    | April  | May    | June   | July   | Aug    | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    | Cumulative |                           |
| In month: New Claims (Days)                 | 22.1   | 21.8   | 18.5   | 16.5   | 16.2   | 14.5   | 15.3   | 15.8   | 13.4   | 19.1   |        |        | 17.3       | 15                        |
| <i>Position for 2022/23</i>                 | 14.7   | 13.9   | 16.1   | 15.5   | 11.9   | 17.1   | 20.5   | 18.9   | 13.5   | 24.2   | 15     | 19.1   | 16.7       |                           |
| In month: Change Events (Days)              | 7.2    | 8.6    | 5.2    | 3.9    | 5.7    | 5.8    | 5.4    | 5.1    | 4.6    | 6.6    |        |        | 5.8        | 6                         |
| <i>Position for 2022/23</i>                 | 5.5    | 6.5    | 8.1    | 5.5    | 4.2    | 8.1    | 8.3    | 7.5    | 5.7    | 7.7    | 2.5    | 6      | 6.3        |                           |
| COUNCIL TAX                                 | April  | May    | June   | July   | Aug    | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |            |                           |
| In Year (%)                                 | 10.6%  | 19.7%  | 28.9%  | 38.0%  | 47.1%  | 56.2%  | 65.5%  | 74.5%  | 83.5%  | 92.5%  |        |        | 92.5%      | 98.1%                     |
| This years profiled target (based on 22/23) | 10.8%  | 20.0%  | 29.2%  | 38.2%  | 47.2%  | 56.4%  | 65.7%  | 74.9%  | 83.7%  | 92.8%  | 95.9%  | 98.3%  | 98.3%      |                           |
| Arrears Reduction (£m) end of month         | £3.1m  | £3.0m  | £2.9m  | £2.8m  | £2.7m  | £2.6m  | £2.6m  | £2.6m  | £2.5m  | £2.5m  |        |        | £2.5m      | INFO                      |
| <i>Position for 2022/23</i>                 | £3.2m  | £3.1m  | £3.0m  | £2.9m  | £2.8m  | £2.7m  | £2.7m  | £2.6m  | £2.6m  | £2.4m  | £2.3m  | £2.2m  | £2.2m      |                           |
| NON DOMESTIC RATES                          | April  | May    | June   | July   | Aug    | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |            |                           |
| In Year (%)                                 | 7.9%   | 15.9%  | 25.6%  | 35.4%  | 44.1%  | 53.1%  | 61.7%  | 70.8%  | 80.3%  | 89.4%  |        |        | 89.4%      | 99.2%                     |
| This years profiled target (based on 22/23) | 9.5%   | 18.5%  | 28.4%  | 37.7%  | 47.2%  | 56.6%  | 64.7%  | 73.5%  | 78.3%  | 85.0%  | 88.1%  | 98.6%  | 98.6%      |                           |
| Arrears Reduction (£m) end of month         | £2.1m  | £1.7m  | £1.5m  | £1.7m  | £1.9m  | £1.3m  | £0.75m | £0.5m  | £0.5m  | £0.4m  |        |        | £0.4m      | INFO                      |
| <i>Position for 2022/23</i>                 | £1.4m  | £0.71m | £0.69m | £0.68m | £0.59m | £0.57m | £0.83m | £0.81m | £1.7m  | £2.2m  | £2.1m  | £0.79m | £0.79m     |                           |
| HOUSING BENEFIT DEBT                        | April  | May    | June   | July   | Aug    | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |            |                           |
| HB Overpayments outstanding                 | £0.75m | £0.77m | £0.75m | £0.75m | £0.76m | £0.76m | £0.77m | £0.77m | £0.77m | £0.78m |        |        | £.078m     | INFO                      |
| <i>Position for 2022/23 (£m)</i>            | £0.75m | £0.75m | £0.75m | £0.76m | £0.74m | £0.74m | £0.73m | £0.74m | £0.74m | £0.74m | £0.75m | 0.75m  | £0.75m     |                           |
| HB Overpayments Recovered end of month      | 2%     | 3%     | 5%     | 5%     | 6%     | 7%     | 8%     | 9%     | 10%    | 11%    |        |        | 11%        | 31%                       |
| This year sprofiled target (based on 22/23) | 1%     | 3%     | 4%     | 6%     | 10%    | 11%    | 12%    | 13%    | 13%    | 14%    | 14%    | 15%    | 15%        |                           |
| FRAUD                                       | April  | May    | June   | July   | Aug    | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | Mar    |            |                           |
| CTLS Sanctions gained                       | 0      | 0      | 2      | 0      | 2      | 0      | 0      | 0      | 1      | 1      |        |        | 6          | 6                         |
| This years profiled target                  | 0      | 0      | 2      | 1      | 0      | 0      | 0      | 0      | 0      | 1      | 0      | 0      | 4          |                           |

### DWP Housing Benefit Subsidy impact – ‘Local Authority Error/ Time Delay’

| HBBC            | April       | May           | June          | July          | Aug           | Sept           | Oct            | Nov            | Dec            | Jan            | Feb | March |
|-----------------|-------------|---------------|---------------|---------------|---------------|----------------|----------------|----------------|----------------|----------------|-----|-------|
| Lower Threshold | £4,379      | £10,586       | £15,264       | £19,445       | £23,699       | £28,334        | £32,839        | £37,492        | £41,625        | £45,968        |     |       |
| Upper Threshold | £4,926      | £11,910       | £17,172       | £21,876       | £26,662       | £31,876        | £36,944        | £42,179        | £46,828        | £51,714        |     |       |
| <b>Actual</b>   | <b>£547</b> | <b>£2,501</b> | <b>£6,861</b> | <b>£9,492</b> | <b>£9,917</b> | <b>£12,485</b> | <b>£12,682</b> | <b>£13,093</b> | <b>£18,521</b> | <b>£18,944</b> |     |       |
| Lower Tolerance | £3,831      | £8,085        | £8,403        | £9,954        | £13,783       | £15,849        | £20,157        | £24,399        | £23,104        | £27,024        | £0  | £0    |
| Upper Tolerance | £4,379      | £9,408        | £10,311       | £12,384       | £16,745       | £19,391        | £24,261        | £29,085        | £28,307        | £32,770        | £0  | £0    |

| HDC             | April      | May         | June        | July        | Aug         | Sept          | Oct           | Nov           | Dec           | Jan           | Feb | March |
|-----------------|------------|-------------|-------------|-------------|-------------|---------------|---------------|---------------|---------------|---------------|-----|-------|
| Lower Threshold | £2,716     | £7,700      | £10,579     | £13,451     | £16,516     | £19,412       | £22,187       | £25,350       | £28,207       | £31,179       |     |       |
| Upper Threshold | £3,056     | £8,663      | £11,902     | £15,132     | £18,581     | £21,838       | £24,960       | £28,518       | £31,733       | £35,076       |     |       |
| <b>Actual</b>   | <b>£25</b> | <b>£119</b> | <b>£716</b> | <b>£769</b> | <b>£917</b> | <b>£1,583</b> | <b>£1,699</b> | <b>£1,698</b> | <b>£1,852</b> | <b>£2,802</b> |     |       |
| Lower Tolerance | £2,691     | £7,581      | £9,863      | £12,681     | £15,599     | £17,829       | £20,488       | £23,652       | £26,355       | £28,377       | £0  | £0    |
| Upper Tolerance | £3,031     | £8,544      | £11,185     | £14,363     | £17,664     | £20,255       | £23,261       | £26,820       | £29,881       | £32,274       | £0  | £0    |

| NWLDC           | April          | May           | June          | July          | Aug         | Sept          | Oct           | Nov           | Dec           | Jan           | Feb | March |
|-----------------|----------------|---------------|---------------|---------------|-------------|---------------|---------------|---------------|---------------|---------------|-----|-------|
| Lower Threshold | £4,400         | £8,470        | £15,015       | £19,049       | £23,044     | £27,514       | £31,537       | £35,988       | £39,027       | £42,849       |     |       |
| Upper threshold | £4,950         | £9,528        | £16,892       | £21,430       | £25,925     | £30,953       | £35,480       | £40,487       | £43,906       | £48,205       |     |       |
| <b>Actual</b>   | <b>£9,454</b>  | <b>£2,632</b> | <b>£3,123</b> | <b>£3,576</b> | <b>£747</b> | <b>£1,473</b> | <b>£1,781</b> | <b>£1,968</b> | <b>£2,190</b> | <b>£3,217</b> |     |       |
| Lower Tolerance | <b>-£5,054</b> | £5,838        | £11,892       | £15,473       | £22,297     | £26,041       | £29,757       | £34,021       | £36,838       | £39,632       | £0  | £0    |
| Upper Tolerance | <b>-£4,504</b> | £6,897        | £13,769       | £17,854       | £25,178     | £29,480       | £33,699       | £38,519       | £41,716       | £44,988       | £0  | £0    |

**Benefits Operational Team**  
(Housing Benefit, Council Tax Support and Fraud)

**Speed of Processing**

All 3 LA's are meeting the target for processing changes in circumstances and we continue to monitor our performance on processing times for new claims hoping to claw back the time lost at the start of the year.

**LA Error and Subsidy**

There has been no negative impact on subsidy as all LA's are below the lower threshold for LA error.

**Capital Disregards for Council Tax Support**

Very topical at the moments is the list of those payments that can be disregarded when looking at a claimant's capital includes Post Office compensation payments.

**Research into Pension age**

The retirement age will have to rise to 71 for middle-aged workers across the UK, according to research into the impact of growing life expectancy and falling birthrates on the state pension.

The UK pension age of 66 is set to rise to 67 between May 2026 and March 2028.

According to the Office for Budget Responsibility, pensioner benefits will cost the UK government £136bn in 2023-24, of which £124bn will be spent on state pensions. Parliament must by law consider regularly whether to amend pension age. The review should have been done earlier this year but has been pushed back until after the general election.

**Revenues Operational Team**  
(Council Tax, Non-Domestic Rates and Housing Benefit Overpayments)

**Council Tax collection**

Collection is slightly behind the profiled target of between 0.1 and 0.4%.

**Council Tax recovery**

Prior years' arrears continue to be collected through arrangements, attachment of benefits and earnings, and via third party enforcement agents. High level recovery is pursued for large debts and persistent non-payment.

**Business Rate collection**

Both HDC and HBBC are exceeding the profiled target with NWLDC currently behind target.

**Business Rates recovery**

Prior years' recovery continues in Business Rates. Comparison against the position last year is unreliable due to the nature of the business rates system, where changes to the rating list can be backdated for several years, impacting on the arrears levels.



# Leicestershire Partnership Revenues & Benefits

## Financial Performance to January 2024

**Joint Committee**

## 1. PURPOSE OF THE REPORT

- 1.1 To inform the Joint Committee of the financial performance of the Partnership for the period April 2023 to January 2024.

## 2. RECOMMENDATION

- 2.1 That the financial performance of the Partnership is noted.

## 3. INFORMATION

### Budget Position

- 3.1. The financial position of the Partnership has been outlined in **Appendix 1** to this report. The key headlines are detailed below for information.
- 3.2. As at 31 January, the Partnership had an overall net underspend of £32,207, with expenditure being underspend by £219,075 and an income variance of £186,868. Note that income is profiled evenly throughout the year, while expenditure is profiled as and when expected.

| 31 January 2024 | INCOME       | EXPENDITURE | Net Expenditure Over / (Under) Spend |
|-----------------|--------------|-------------|--------------------------------------|
| Budget to Date  | (£3,133,495) | £3,398,311  | £264,816                             |
| Actual to Date  | (£2,946,627) | £3,179,236  | £232,609                             |
| <b>Net</b>      | £186,868     | (£219,075)  | (£32,207)                            |

- 3.3 The key variances to the end of December 2023 to bring to the attention of the Management Board are:
- Salaries are underspend by £169,000 due to vacant posts now the pay award has been applied,
  - Postage savings of £18,000.
- 3.4 There is a potential for a significant year-end underspend on salaries and postage based on current estimates.
- 3.5 The timing difference of £99,256 have been accrued for and are due to the invoices not being issued for payroll costs.



**Appendix 1: Leicestershire Revenues & Benefits Partnership Monitoring Report to 31st January 2024**

| Expenditure / Income Type                 | 2023/24 Latest Budget to Date | Actual to Date | Timing Differences | Variance after Timing Differences | 2023/24 Total Estimate (Original) | 2023/24 Total Estimate (Revised) |
|---|-------------------------------|----------------|--------------------|-----------------------------------|-----------------------------------|----------------------------------|
|   | £                             | £              | £                  | £                                 | £                                 | £                                |
| Employees                                 | 2,580,352                     | 2,305,439      | 99,256             | 175,657                           | 3,092,460                         | 3,092,460                        |
| Premises Related Expenditure              | 36,047                        | 36,047         |                    | 0                                 | 42,310                            | 42,310                           |
| Transport Related Expenditure             | 12,500                        | 7,860          | -60                | 4,700                             | 15,000                            | 15,000                           |
| Supplies & Services                       | 746,012                       | 707,462        | 133                | 38,417                            | 942,720                           | 942,720                          |
| Central & Administrative Exp              | 23,400                        | 23,100         |                    | 300                               | 31,200                            | 31,200                           |
| Revenue Income                            | -3,133,495                    | -2,946,627     | 0                  | -186,868                          | -4,123,690                        | 4,123,690                        |
| Use of Reserves to Cover Automation Costs |                               |                |                    | 0                                 | 0                                 | 0                                |
|   |                               |                |                    |                                   |                                   |                                  |
| Sum:                                      | <b>264,816</b>                | <b>133,280</b> | <b>99,329</b>      | <b>32,207</b>                     | <b>0</b>                          | <b>0</b>                         |

Page 13

**Timing Differences**

|  | HDC           | NWLDC         | HBBC     | Total         |
|--|---------------|---------------|----------|---------------|
| Salaries - January 2024                    | 30,878        | 68,378        |          | 99,256        |
| Mileage & Disturbance Costs - January 2024 | 20            | -80           |          | -60           |
| Supplies & Services - January 2024         | 102           | 31            |          | 133           |
|  | <b>31,000</b> | <b>68,329</b> | <b>0</b> | <b>99,329</b> |

| <u>Explanations</u>                      | Variance at<br>31/01/24(Over) / Under<br>Spend<br>£ | Year<br>End<br>£ | Explanation £5k+   |
|--|---|------------------|--|
| Salaries                                 | 169,000   | 213,000          | This variance is due to a number of vacant posts for the 1st 8 months of the year and after allowing for the pay award which was higher than the original 5% budgeted for. The pay award was around £20k higher than budgeted for. |
| Training                                 | 2,000   |                  | Variance > £5k   |
| Other Minor<br>Employee Related<br>Costs | 5,000   |                  | Variance > £5k   |
| Car Allowances                           | 5,000   | 7,000            | Awaiting figures from Partners for October & November  |
| Flexible working                         | 4,000   |                  | Variance > £5k   |
| Computer Software &<br>Maintenance       | -4,000  |                  | Variance > £5k   |
| Computer<br>Consumables                  | 3,000   |                  | Variance > £5k   |
| Printing & Stationery                    | 10,000  | 8,000            | Printing costs lower than anticipated  |
| Postages                                 | 14,000  | 18,000           | Postage Costs less than anticipated  |
| Liability Expenses                       | 6,000   | 5,000            | Court Costs lower than anticipated   |
| Minor Variances                          | 5,000   |                  | Other Minor Variances  |
| Contributions                            | -187,000  |                  | There is a direct link between partner contributions and expenditure incurred and therefore partner contributions have been adjusted to reflect the actual expenditure to date.  |
|  | <b>32,000</b>                                       | <b>251,000</b>   |  |

**FORWARD PLAN FOR JOINT COMMITTEE 2024-25**

| <b>Decision</b>              | <b>Date of Decision (approx.)</b> | <b>Contacts</b>                      |
|------------------------------|-----------------------------------|--------------------------------------|
| Financial Performance Report | <b>21 March 2024</b>              | Ashley Wilson – Section 151 Officer  |
| Performance Report           | <b>21 March 2024</b>              | Sally O’Hanlon – Head of Partnership |
|                              |                                   |                                      |
| Schedule of meetings         | <b>13 June 2024</b>               | Democratic Services                  |
| Year End Performance Report  | <b>13 June 2024</b>               | Sally O’Hanlon – Head of Partnership |
| Year End Financial Report    | <b>13 June 2024</b>               | Ashley Wilson – Section 151 Officer  |
| <b>Annual Meeting</b>        |                                   |                                      |
| Audit Review Plan            | <b>September 2024</b>             | Ashley Wilson – Section 151 Officer  |
| Financial Performance Report | <b>September 2024</b>             | Ashley Wilson – Section 151 Officer  |
| Performance Report           | <b>September 2024</b>             | Sally O’Hanlon – Head of Partnership |
|                              |                                   |                                      |
| Financial Performance Report | <b>November 2024</b>              | Ashley Wilson – Section 151 Officer  |
| Performance Report           | <b>November 2024</b>              | Sally O’Hanlon – Head of Partnership |
|                              |                                   |                                      |
| Budget Setting Report        | <b>January 2025</b>               | Ashley Wilson – Section 151 Officer  |
| Financial Performance Report | <b>January 2025</b>               | Ashley Wilson – Section 151 Officer  |
| Service Plan 2023/24         | <b>January 2025</b>               | Sally O’Hanlon – Head of Partnership |
| Performance Report           | <b>January 2025</b>               | Sally O’Hanlon – Head of Partnership |

This page is intentionally left blank