



Hincley & Bosworth
Borough Council

A Borough to be proud of

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

FINANCE & PERFORMANCE SCRUTINY

19 August 2019

WARDS AFFECTED: ALL WARDS

**FINANCE AND PERFORMANCE COMMITTEE-
SUNDRY DEBTS – Q1 2019/2020**

Report of Head of Finance (Section 151 Officer)

1. PURPOSE OF REPORT

1.1 To inform members of the position on sundry debts as at 30th June 2019.

2. RECOMMENDATION

2.1 That the committee note the current aged debt position for sundry debts.

2.2 That the committee note that a report will follow at the next meeting on the action being taken on recovery of estates debt.

3. BACKGROUND TO THE REPORT

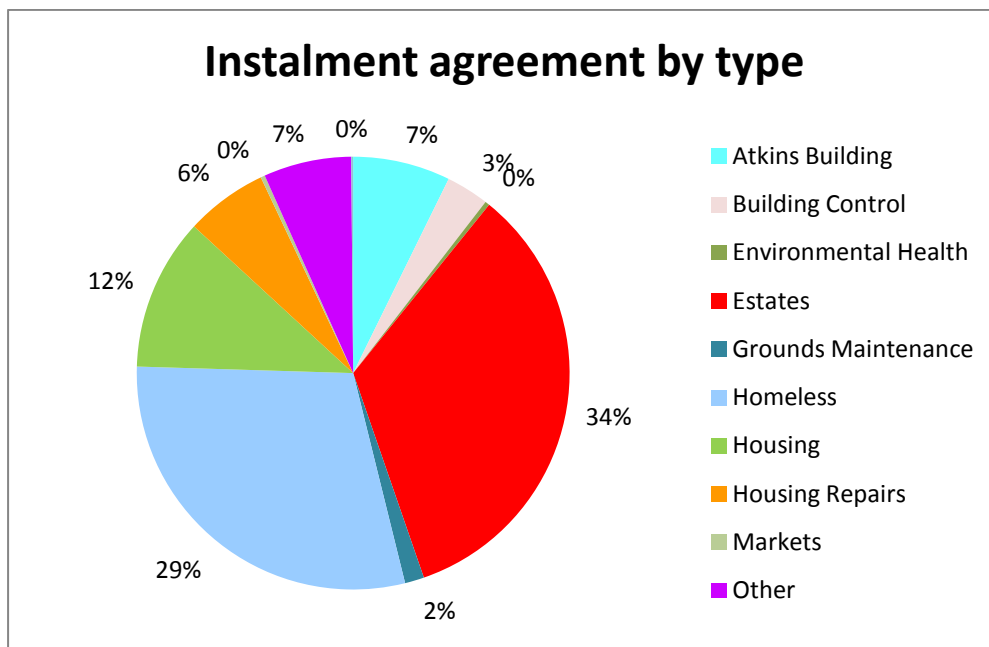
3.1 As at 30th June 2019 the overall sundry debt was £1,773,217. Compared against the value as at 31st March, this is an increase of £293,974. The current balance can be broken down by age as follows:

Description	Amount
Credits, Refunds and Payments	-£19,380
Not Yet Due	£231,546
< 30 Days	£860,121
30 - 59 Days	£160,099
60 - 89 Days	£25,839
90 - 119 Days	£33,079
> 120 Days	£481,913
Total Debt	£1,773,217

3.2 The Council has a KPI for Debt over 90 days old as a percentage of aged debt, not exceeding 25%. The performance for the end of March 2019 was 16.18 percent. The current percentage is 18.8 percent, this is after amendment for items that are known to be covered by agreement, council policy or are to be written off. The total number of invoices over 90 days is 1,053, with an average value of £391.63.

	£	Description
Total debt	1,773,217	
	-152,687	Homelessness
	-70,233	Installment Plans
	1,547,068	(A)
Over 90 days	514,992	
	-152,687	Homelessness
	-70,233	Installment Plans
	288,843	(B)
Performance	18.84%	Over 90 days/Total debt (amended) B/A
Target	25%	

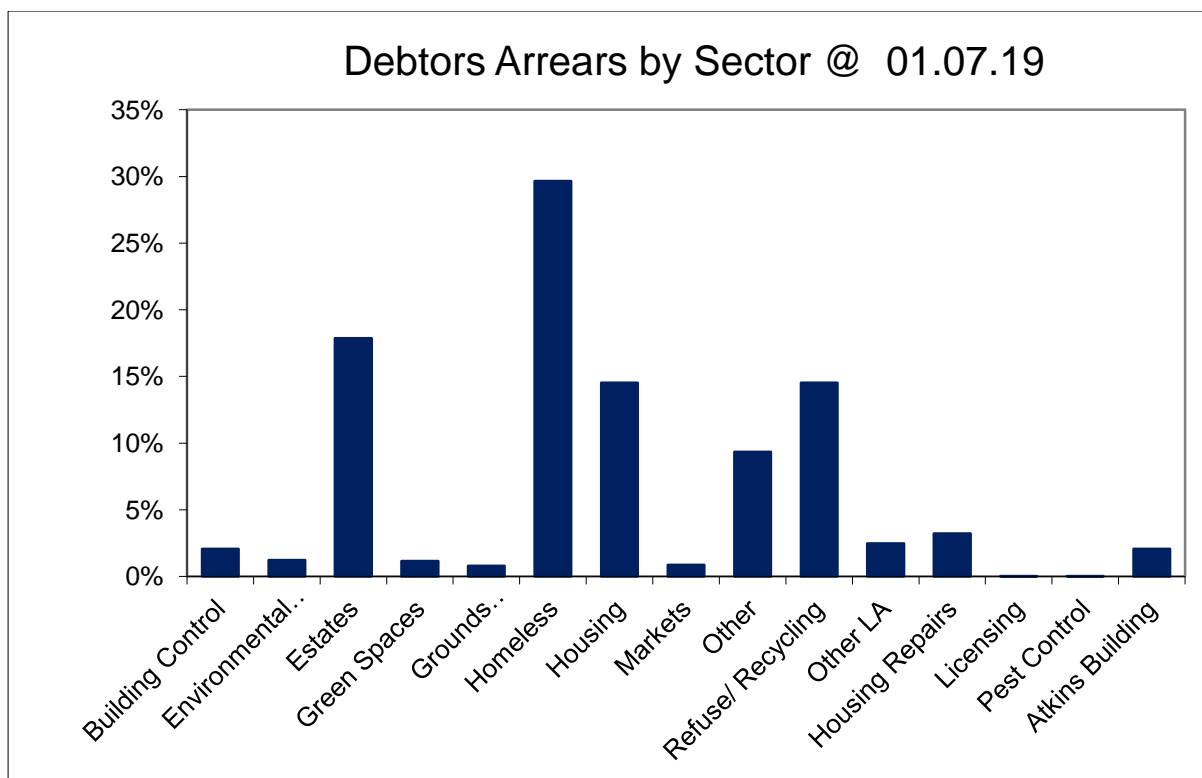
Of the remaining £288,843 debt, £77k has either had a letter before action (LBA), or is going through legal action. The breakdown of the 70k instalment agreements by area are noted in the graph below



3.3 In order to ensure that the Council adopts a prudent approach to accounting for debt that might not be due, a “provision for doubtful debts” is made against the year-end balance. The value of this provision is currently £71,341, but will be reviewed as part of the final accounts closedown procedures.

- 3.4 The split of the current debt position over 90 days by type of debt is detailed below. The largest element, for Homelessness Bonds has increased marginally by 4.6%. The provision of these bonds is funded by the Council's Homelessness Prevention Grant which is provided by the DCLG annually. The second largest debt is "Estates", (17.88%, £92k) which have increased since the last quarter from £80k. Of the £92k, 30% have now entered in to a payment plan to clear their debts. All new leases are being granted with a direct debit payment in place, to limit debts problems going forward.
- 3.5 Action is being taken to recover the debts where possible. Whilst efforts are made to recover these amounts through ongoing contact with tenants by housing and revenues and benefits officers, legal action is not generally taken in these cases. This is on the basis that it is unlikely that the debtor will also be able to pay the additional charges levied and also to uphold the "sentiment" of the Council's Anti-Poverty Strategy.
- 3.6 The table and graph below gives the breakdown of debt over 90 days as at the 30 June 2019

Sum of Total Outstanding over 90 days 2018/19	Q2	Q3	Q4	Q1	Q4 to Q1 £	%
Building Control	£13,235.18	£12,809.24	£11,435.18	£10,685.18	-£750.00	-6.56%
Environmental Health	£6,867.67	£4,457.35	£5,732.37	£6,281.37	£549.00	9.58%
Estates	£91,183.38	£83,949.64	£79,845.78	£92,086.28	£12,240.50	15.33%
Green Spaces	£2,866.66	£3,549.44	£4,579.51	£5,923.20	£1,343.69	29.34%
Grounds Maintenance	£3,741.13	£3,136.63	£3,198.13	£4,062.12	£863.99	27.02%
Homeless	£145,538.21	£146,976.58	£145,977.68	£152,686.63	£6708.95	4.60%
Housing	£56,215.12	£61,899.93	£68,964.69	£74,817.60	£5,852.91	8.49%
Markets	£7,275.87	£4,920.18	£4,314.83	£4,408.88	£94.05	2.18%
Other	£2,966.08	£12,080.40	£4,533.88	£48,110.14	£43,576.26	961%
Refuse/ Recycling	£43,989.83	£56,375.99	£61,992.68	£74,838.04	£12,845.36	20.72%
Other LA	£71,622.87	£35,558.90	£7,541.30	£12,777.47	£5,236.17	69.43%
Licensing	£140.00	£0.00	£0.00	£200.00	£0.00	100%
Pest Control	£0.00	£0.00	£0.00	£99.94	£0.00	100%
Planning	£262.99	£262.99	£0.00	£0.00	£0.00	0%
Housing Repairs	£11,689.37	£10,828.91	£12,559.19	£16,653.23	£4,094.04	32.6%
Finance	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
Atkins Building	£31,322.17	£17,656.73	£12,026.13	£10,591.07	-£1,435.06	-11.93%
Waste Services	£504.00	£72.00	£72.00	£744.00	£672.00	933%
Total	£489,420.53	£454,534.91	£422,773.35	£514,992.15	£92,218.80	21.81%



4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

4.1 Report is taken in an open session.

5. FINANCIAL IMPLICATIONS AW

5.1 Contained within the body of the report.

6. LEGAL IMPLICATIONS MR

6.1 The legal implications are contained within the report

7. CORPORATE PLAN IMPLICATIONS

7.1 Sundry Debts contributes to delivery of all Corporate Plan objectives.

8. CONSULTATION

8.1 None

9. RISK IMPLICATIONS

9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Failure to recover debt owed to the Council	Robust recovery methods and monitoring.	A Wilson

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.1 Any future reviews of the Debt Recovery Strategy will be impact assessed to understand any impacts on our community (i.e. ability for those on lower incomes to pay).

11. CORPORATE IMPLICATIONS

11.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications
- Human Resources implications
- Planning implications
- Data Protection implications
- Voluntary Sector

Background papers: Civica Reports
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Executive Member: Councillor C Ladkin