

Sundry Debt Collection Performance Report

Exchequer Services

This Section is responsible for raising and issuing sundry debt invoices for this Council on behalf of other service areas. They also issue the first reminder notice when payment has not been made.

The Sundry Debt Officer is responsible for the enforcement and collection of this debt. The officer issues follow up reminder notices as well as setting up payment arrangements. For debts that remain outstanding these are referred to the Council's bailiff for collection.

Amount due in respect of Section 106 income this is monitored by the Council's Section 106 Co-ordinator.

The current enforcement arrangements in place are;

Invoice issued
Reminders Notices issued
Case referred to external bailiff for collection
Case referred to County Court

The Local performance target is:

Arrears greater than 30 days old £0.3m at the year end (this excludes Section 106 debt)

	2008/09	2009/10	2010/11	As at 31/07/2011
	£m	£m	£m	£m
Total Debt	2.760	1.955	1.224	1.595
Less				
Payment plans	N/A	N/A	(0.030)	(0.220)
Under 30 days	N/A	N/A	(0.242)	(0.413)
S.106 debt	(1.223)	(1.149)	(0.617)	(0.624)
	1.537	0.806	0.335	0.338

Payment plans	These amounts are where customers have made arrangements to pay either by standing order or direct debits.
Under 30 days	These amounts are invoices issued but are not yet due for payment, and no payment plan has been made.
S.106 debt	These invoices are raised under s.106 and have separate arrangements for enforcement of debt to the rest of the Sundry Debt invoices raised.

The following tables explain our performance for the collection of this debt.

Table 1

This is the balance due as at 31 July 2011.

Please note the *ledger codes SL1 to SL8 ceased to be used from January 2010, in order to simplify monitoring and reconciliation of debt into one ledger.

Please note that **Lifeline and **Trade Waste are mainly collected by monthly Direct Debit through the year to March.

	As at 31/12/2010	As at 31/03/2011	As at 31/07/2011
SL1 - Homeless hostels	1,904.08	1,772.92	1,742.92
SL2 - Housing Benefit Overpayments	99,722.09	86,982.40	82,633.99
SL3 - Finance	36,515.04	31,680.37	10,382.62
SL4 - Former Tenant Arrears	16,262.73	8,234.79	7,951.51
SL5 - Waste Management	3,405.52	1,819.18	1,749.18
SL6 - Top Floor Admin	647,790.12	565,479.96	561,178.22
SL7 - Chief Executive	32,380.95	32,094.70	32,094.70
SL8 - Housing Lifeline	22,434.20	18,262.27	17,598.78
SL 9 - New Sales Ledger as below:			
Building Control	3,543.74	12,213.79	11,064.76
Cemeteries	2,560.00	4,485.00	2,275.00
Community Safety	5,000.00	1,794.00	0.00
Environmental Services	73,829.40	75,601.91	247,869.85
Elections	5,976.84		1,266.11
Finance	15,395.48	53,391.20	48,478.54
Recycling Credits	192,451.84	9,064.40	48,478.57
Section 106	159,551.00	92,184.00	92,184.00
Housing General	4,632.37	5,625.34	4,719.68
**Lifeline	89,129.22	38,141.44	146,271.82
Leisure	12,972.98	13,735.03	8,727.25
Planning Support			0.00
Seven Locks	(2,208.12)	(2,208.12)	(2,208.12)
Legal Services		60,524.47	0.00
Property Services	13,067.86	7,642.22	21,851.82
Quick Response		554.95	1,179.90
Street Scene	6,094.24	67,206.97	20,434.19
**Trade Waste	102,174.95	26,123.97	220,216.34
Community Services/Children	1,500.00		467.44
Miscellaneous			0.00
Customer Services & Communications		2,400.00	0.00
Computer/IT Services			0.00
Cash on account			(5,127.52)
Chief Executives	8,987.00	9,173.00	11,973.00
	<u>£1,555,073.53</u>	<u>£1,223,980.16</u>	<u>£1,595,454.55</u>

Table 2

The table below show the trend of invoices raised since April 2009, and how the payments have been received. The payments received in any particular month can be received for any invoice that has been raised in the past and not necessarily in the current or previous month.

Month	Invoices Raised	Payments Received (net of any refunds)	Credit Notes Raised	W/Os	Ledger Balance
Apr-09	£122,767.94	£818,715.77	£24,592.87	£0.00	£2,037,666.74
May-09	£367,110.83	£167,774.92	£1,787.38	£381.11	£2,234,834.16
Jun-09	£491,125.79	£592,551.54	£84,190.34	£0.00	£2,049,218.07
Jul-09	£641,039.61	£516,088.07	£78,744.61	£33,117.22	£2,062,307.78
Aug-09	£191,467.12	£386,714.98	£15,759.71	£9,196.47	£1,842,103.74
Sep-09	£409,849.36	£292,967.74	£16,730.57	£1,335.90	£1,940,918.89
Oct-09	£334,668.35	£431,996.26	£151,690.51	£6.55	£1,691,893.92
Nov-09	£458,524.47	£356,492.75	£5,716.29	£0.00	£1,788,209.35
Dec-09	£435,412.00	£275,623.73	£15,711.45	£0.00	£1,913,967.04
Jan-10	£460,084.08	£221,946.74	£20,648.32	£0.00	£2,131,456.06
Feb-10	£295,002.59	£480,557.33	£12,741.05	£0.00	£1,933,160.27
Mar-10	£506,822.44	£471,057.70	£9,968.92	£6,195.67	£1,955,653.46
Apr-10	£88,509.41	£366,318.43	£18.35	£0.00	£1,677,826.09
May-10	£1,346,420.62	£110,858.32	£201,002.43	£1,144.80	£2,711,241.16
Jun-10	£688,626.73	£699,477.14	£121,673.53	£3,585.83	£2,575,131.39
Jul-10	£400,348.18	£540,741.66	£19,416.50	(£2.00)	£2,415,323.41
Aug-10	£963,838.99	£548,167.13	£378,170.73	£7.39	£2,452,817.15
Sep-10	£596,233.07	£592,980.64	£338,342.11	£11,555.11	£2,106,172.36
Oct-10	£322,818.41	£340,479.84	£29,165.89	(£124.66)	£2,059,469.70
Nov-10	£291,888.48	£203,441.14	£316,318.58	£3,403.97	£1,826,810.47
Dec-10	£229,910.45	£497,316.52	£732.83	£3,331.40	£1,555,340.17
Jan-11	£647,495.04	£313,345.85	£90,272.02	£71,936.64	£1,727,280.70
Feb-11	£184,781.41	£454,038.10	£2,077.37	£9,932.68	£1,446,659.43
Mar-11	£324,068.48	£413,994.00	£124,451.81	£7,103.58	£1,223,980.16
Apr-11	£259,516.66	£190,319.48	£2,888.32	£0.00	£1,290,289.02
May-11	£744,769.86	£332,296.40	£5,685.77	£0.00	£1,697,076.71
Jun-11	£462,612.06	£394,103.47	£17,617.74	£0.00	£1,747,967.56
Jul-11	£421,307.94	£567,831.74	£5,989.21	£0.00	£1,595,454.55