

Appendix C

Sundry Debt Collection Performance Report

Exchequer Services

This team 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.

Revenues and Benefits Corporate Debt team

This team is responsible for the enforcement and collection of this debt. The team 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 at year-end £0.3m (this excludes Section 106 debt)

Outcome	2008/2009	2009/2010	2010/2011 (As at 31/12/2010)
	£2.760m	£1.955m	£1.555m
Less 106 debt	-£1.223m	-£1.149m	-£0.763m
	£1.537m	£0.806m	£0.792m

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

Table 1

This is the balance due as at 31st December 2010 and for ledger code SL9 includes balance due for debt raised during 2010/2011.

Please note the *ledger codes SL1 to SL8 ceased to be used from January 2010.

Please note that **Lifeline and **Trade Waste are mainly collected by monthly Direct Debit through to March 2011.

Balance outstanding as at 31st March for:				As at
	2007/2008	2008/2009	2009/2010	31/12/2010
SL1 - Homeless hostels	-£943.67	£2,671.71	£2,882.72	£1,904.08
SL2 - Housing Benefit Overpayments	£364,318.97	£185,167.08	£137,771.46	£99,722.09
SL3 - Finance	£101,693.24	£565,219.88	£63,821.00	£36,515.04
SL4 - Former Tenant Arrears	£177,696.10	£73,923.72	£18,944.73	£16,262.73
SL5 - Waste Management	£266,035.66	£219,019.28	£29,016.96	£3,405.52
SL6 - Top Floor Admin	£868,459.45	£1,570,613.54	£1,062,567.47	£647,790.12
SL7 - Chief Executive	£100,407.73	£100,228.59	£42,205.45	£32,380.95
SL8 - Housing Lifeline	£105,532.29	£41,363.64	£30,903.95	£22,434.20
SL 9 - New Sales Ledger as below:				
Building Control				£3,543.74
Cemeteries				£2,560.00
Community Safety				£5,000.00
Environmental Services				£73,829.40
Elections				£5,976.84
Finance				£15,395.48
Recycling Credits				£192,451.84
Section 106				£159,551.00
Housing General				£4,632.37
**Lifeline				£89,129.22
Leisure				£12,972.98
Planning Support				
Seven Locks				-£2,208.12
Legal Services				
Property Services				£13,067.86
Quick Response				
Street Scene				£6,094.24
**Trade Waste				£102,174.95
Community Services/Children				£1,500.00
Miscellaneous				
Customer Services & Communications				
Computer/IT Services				
Cash on account				
Chief Executives				£8,987.00
Total Due				£1,555,073.53

Table 2

This table illustrates the net debt raised, net income received and what has written off by month during 2010/2011.

Month	Invoices raised	Income Received (Net of refunds)	Amount Written Off
Apr-10	£88,509.41	£366,455.33	£0.00
May-10	£1,346,420.62	£110,858.32	£1,144.80
Jun-10	£688,626.73	£699,805.85	£3,585.83
Jul-10	£400,348.18	£546,557.61	-£2.00
Aug-10	£963,838.99	£552,045.46	£7.39
Sep-10	£596,233.07	£594,321.06	£11,555.11
Oct-10	£322,818.41	£344,915.25	-£124.66
Nov-10	£291,888.48	£205,788.01	£3,403.97
Dec-10	£229,910.45	£497,391.27	£3,331.40

Table 3

This is the outcome for 2009/10 for comparison purposes

Month	Net Debt raised in month	Income Received (Net of refunds)	Amount Written Off
Apr-09	£122,767.94	£818,715.77	£0.00
May-09	£367,110.83	£167,774.92	£381.11
Jun-09	£491,125.79	£592,551.54	£0.00
Jul-09	£641,039.61	£516,088.07	£33,117.22
Aug-09	£191,467.12	£386,714.98	£9,196.47
Sep-09	£409,849.36	£292,967.74	£1,335.90
Oct-09	£334,668.35	£431,996.26	£6.55
Nov-09	£458,524.47	£356,492.75	£0.00
Dec-09	£435,412.00	£275,623.73	£0.00
Jan-10	£460,084.08	£221,946.74	£0.00
Feb-10	£295,002.59	£480,557.33	£0.00
<u>Mar-10</u>	<u>£506,822.44</u>	<u>£471,057.70</u>	<u>£6,195.67</u>