

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

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Agenda Item No 12

meeting date: 22 JANUARY 2019  
 title: REVENUES AND BENEFITS GENERAL REPORT  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: MARK EDMONDSON

## 1 PURPOSE

1.1 To inform committee of debts outstanding for business rates, council tax and sundry debtors. Also to update committee on benefits performance, including benefits processing times and overpayment recovery.

1.2 Relevance to the Council's ambitions and priorities:

- Council Ambitions/Community Objectives/Corporate Priorities

Without the revenue collected from rates, council tax and sundry debtors we would be unable to meet the Council's ambitions, objectives and priorities.

## 2 NATIONAL NON-DOMESTIC RATES (NNDR)

2.1 The following is a collection statement to 9 January 2019:

	£000	£000	2018/19 %	2017/18 %
Balance Outstanding 1 April 2018		585		
NNDR amounts due	20,446			
Plus costs	3			
Transitional surcharge	199			
Write ons	14			
	<b>20,662</b>			
Less				
- Transitional relief	-404			
- Exemptions	-301			
- Charity, Rural, Community Amateur Sports Clubs Relief	-1,196			
- Small Business Rate Relief	-3,048			
- Revaluation 2017, Pub, SSB and Other reliefs	-112			
- Interest Due	0			
- Write Offs	-51			
	<b>-5,112</b>	15,550		
<b>Total amount to recover</b>		<b>16,135</b>		
Less cash received to 9 January 2019		-13,411	83.1	84.2
<b>Amount Outstanding</b>		<b>2,724</b>	<b>16.9</b>	<b>15.8</b>

NB The figures included in the table include not only those charges for 2018/19 but also those relating to previous years, but we are required to report to the Ministry of Housing, Communities & Local Government (MHCLG) our in year collection rate. This figure is published and is used to compare our performance with other local authorities. On this measure our current in year collection rate at 31 December 2018 is 83.39% compared with 85.07% at 31 December 2017.

### 3 COUNCIL TAX

3.1 The following is a collection statement for Council Tax to 9 January 2019:

	£000	£000	2018/19 %	2017/18 %
Balance Outstanding 1 April 2018		948		
Council Tax amounts due	46,450			
Plus costs	69			
Transitional relief	2			
Write ons	2			
	<b>46,523</b>			
Less - Exemptions	-681			
- Discounts	-4,119			
- Disabled banding reduction	-55			
- Council Tax Benefit	3			
- Local Council Tax Support	-1,822			
- Write offs	-20			
	<b>-6,694</b>	39,829		
<b>Total amount to recover</b>		<b>40,777</b>		
Less cash received to 9 January 2019		-35,495	87.0	86.85
<b>Amount Outstanding</b>		<b>5,282</b>	<b>13.0</b>	<b>13.15</b>

NB The figures included in the table include not only those charges for 2018/19 but also those relating to previous years, but we are required to report our in year collection rate to the MHCLG. This figure is published by them and is used to compare our performance against other local authorities. On this measure our current in year collection rate at 31 December 2018 is 87.31% compared to 87.51% at 31 December 2017.

### 4 SUNDRY DEBTORS

4.1 A summary of the sundry debtors account at 8 January 2019 is:

	£000	£000
Amount Outstanding 1 April 2018		494
Invoices Raised	2,931	
Plus costs	1	
		<b>2,932</b>
Less write offs		1
<b>Total amount to recover</b>		<b>3,425</b>
Less cash received to 8 January 2019		2,888
<b>Amount outstanding</b>		<b>537</b>

<b>Aged Debtors</b>	<b>000s</b>	<b>%</b>
< 30 days	29	5
30 - 59 days	110	21
60 - 89 days	7	1
90 - 119 days	16	3
120 - 149 days	14	3
150+ days	361	67
	<b>537</b>	<b>100</b>

## 5 HOUSING BENEFIT AND COUNCIL TAX SUPPORT PERFORMANCE

- 5.1 The main indicator for Housing Benefit and Council Tax Support performance is known as Right Time. The benefit section also report on Local Performance Indicators that have been set within the department for benefit fraud and overpayments.
- 5.2 The Department for Work and Pensions does not require Local Authorities (LA's) to report on any other Performance Measures but encourages them to monitor their own performance locally.
- 5.3 We obviously consider it very important to monitor overpayment data.

### *Housing Benefit Right Time Indicator 2018/2019*

The right time indicator measures the time taken to process HB/CTS new claims and change events; this includes changes in circumstances, interventions, fraud referrals and prints generated by the benefit department.

<b>Target for year</b>	<b>Actual Performance 1 October 2018 – 31 December 2018</b>	<b>Average Performance</b>
6.9 days	4.96 days	20 days per IRRV

### *New claims performance*

<b>Target for year</b>	<b>Actual Performance 1 October 2018 – 31 December 2018</b>	<b>Top grade 4 for all LA's 2007/08</b>
20 days	15.25 days	Under 30 days

## 6 HOUSING BENEFIT OVERPAYMENTS

- 6.1 Overpayment means any amount paid as Housing Benefit when there was no entitlement under the regulations. Performance for the period 1 October 2018 - 31 December 2018:

<b>Performance Measure</b>	<b>%</b>
The amount of Housing Benefit (HB) overpayments recovered during the period being reported on as a percentage of HB overpayments deemed recoverable during that period.	93.59
The amount of Housing Benefit (HB) overpayments recovered during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the financial year plus amount of HB overpayments identified during the period.	13.28

Performance Measure	%
The amount of Housing Benefit (HB) overpayments written off during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the financial year, plus amount of HB overpayments identified during the period.	0.67

7 CONCLUSION

7.1 Note the continuing progress that we make in collecting these debts, and the performance of our Housing Benefit Section remains satisfactory.

HEAD OF REVENUES AND BENEFITS

DIRECTOR OF RESOURCES

PF8-19/ME/AC  
9 January 2019

For further information please ask for Mark Edmondson.