



Committee Report

PURPOSE: Final Decision Report

KEY OR NON-KEY DECISION: Non-key decision

COMMITTEE: Strategy and Resources Committee

DATE: 16 September 2024

TITLE: Debt and Arrears across the Council

Ward(s): Citywide

Officer presenting the report: Graham Clapp **Job title:** Head of Revenues and Benefits

Committee Chair: Cllr Tony Dyer

Executive Director lead: Paul Martin: Chief Executive Officer

Proposal origin: BCC Staff

Purpose of Report:

1. This report provides an overview of the debt position across revenues and benefits, parking services, housing revenue accounts (current and former tenant rent arrears and leasehold and temporary accommodation) and sundry debt (including adult social care) and details the steps being taken to improve collection across a number of service areas.
2. The paper also provides details of those sums written off in line with the corporate debt management policy and scheme of delegations during the period 01 April 2023 to 31 March 2024.

Evidence Base / Options to consider:

The report summarises the debt owed to the council in the relevant areas, the amounts written off, together with information about actions taken and planned to improve the collection of debt. It has been produced from data and comment provided by each Service area and from the Data & Insight Team.

Officer Recommendations:

That the Committees for Strategy & Resources & Audit

- 1. Note the report

Corporate Strategy alignment: N/a

City Benefits: N/a

Consultation Details: N/a

Background Documents:

[Statutory Guidance on the Care Act 2014](#)

Revenue Cost	£NIL	Source of Revenue Funding	N/A
Capital Cost	£NIL	Source of Capital Funding	N/A
One off cost <input type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/> If yes - existing or new saving OR Income generation proposal <input type="checkbox"/>	

Professional comments section: *When draft report written, seek comments from Finance/Legal/IT/HR/Procurement & PR. Reports will not be considered without professional comments.*

1. Finance Advice: This report provides an overview of the debt position across the council on 31 March 2024 and the steps being taken to improve collection across a number of service areas. This report also provides detail of sums written off for the financial year 2023/24. Recovery of invoiced sums/debt due to the Council is essential to enable the Council to fund its services. Any write off is reviewed and considered in line with the Council’s policies and usually only approved for write off if debt is unrecoverable or uneconomic to recover. There are other ethical and social impact reasons for write offs which are assessed on a case-by-case basis. There are no financial implications arising from this paper as the debt position is a snapshot at a point in time and the write off figures quoted are retrospective. Bad debt provisions aligned with accounting guidelines ensure a prudent estimate is provided for in the accounts.

Finance Business Partner: Kathryn Long, Finance Business Partner: Resources, 12 July 2024

2. Legal Advice: There are no specific legal implications arising from this report which is for noting.

Legal Team Leader: Husinara Jones, Team Manager/Solicitor, 5 August 2024

3. Implications on IT: I can see no implications on IT regarding this activity.

IT Team Leader: Alex Simpson, Lead Enterprise Architect, 27 August 2024

4. HR Advice: There are no HR implications arising

HR Partner: Bryn Williams, Consultancy Lead Level 3, 11 July 2024.

APPENDICES

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Equality Impact Assessment (EqIA)	NO
Appendix C – Environmental Impact Assessment	NO
Appendix D – Risk assessment	NO
Appendix E – Exempt Information Detail of write-offs	YES
Appendix F – Details of consultation carried out - internal and external	NO
Appendix G – Options appraisal matrix	NO
Appendix H – Business case / financial analysis	NO