



# Committee Report

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**PURPOSE:** Final Decision Report

**KEY OR NON-KEY DECISION:** Non-key decision

**COMMITTEE:** Strategy and Resources Committee

**DATE:** 17 March 2025

**TITLE:** Debt Report 1 April 2024 to 30 September 2024

**Ward(s):** Citywide

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

**Committee Chair:** Councillor Tony Dyer

**Executive Director lead:** Nick Hibberd: Chief Executive

**Proposal origin:** BCC Staff

## **Purpose of Report:**

1. This briefing paper 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 2024 to 30 September 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 Committee for Strategy & Resources

- 1. Note the report

**Corporate Strategy alignment:** N/a

**City Benefits:** N/a

**Consultation Details:** N/a

**Background Documents:** None

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

**Professional comments section:**

**1. Finance Advice:** This report provides an overview of the debt position across the council at 30 September 2024 and detail of sums written off for the period 1 April 2024 to 30 September 2024. 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, 16 January 2025

**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, 13 January 2025

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

**IT Team Leader:** Alex Simpson, Lead Enterprise Architect, 21 January 2025

**4. HR Advice:** No specific HR implications evident.

**HR Partner:** Bryn Williams, HR Manager, 14 January 2025

## APPENDICES

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