

# RIBBLE VALLEY BOROUGH COUNCIL REPORT TO POLICY AND FINANCE COMMITTEE

Agenda Item No 16

meeting date: 25 SEPTEMBER 2012  
 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 fraud investigations, prosecutions and sanctions.

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 12 September 2012:

	£000	£000	2012/13 % to 12 Sept	2011/12 % to 12 Sept
Balance Outstanding 1 April 2012		475		
NNDR amounts due	16,473			
Plus costs	5			
Transitional surcharge	47			
Write ons	7			
	<b>16,532</b>			
Less				
- Transitional relief	-303			
- Exemptions	-361			
- Charity, Rural, Former Agricultural Discretionary Relief	-964			
- Small Business Rate Relief	-1,584			
- Write offs	-31			
- Interest Due	-2			
	<b>-3,245</b>	13,287		
Total amount to recover		<b>13,762</b>		
Less cash received to 12 September		-6,864	49.9	47.4
<b>Amount Outstanding</b>		<b>6,898</b>	<b>50.1</b>	<b>52.6</b>

NB The figures included in the table include not only those charges for 2012/13 but also those relating to previous years, but we are required to report to the Department of Communities and Local Government (DCLG) 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 August 2012 is 50.5% compared with 48.1% at 31 August 2011.

### 3 COUNCIL TAX

3.1 The following is a collection statement for Council Tax to 12 September 2012:

	£000	£000	2012/13 % to 12 Sept	2011/12 % to 12 Sept
Balance Outstanding 1 April 2012		420		
Council Tax amounts due	37,211			
Plus costs	45			
Transitional relief	2			
Write ons	3			
	<b>37,261</b>			
Less - Exemptions	-974			
- Discounts	-2,879			
- Disabled banding reduction	-41			
- Council Tax Benefit	-2,263			
- Write offs	-5			
	<b>-6,162</b>	31,099		
<b>Total amount to recover</b>		<b>31,519</b>		
Less cash received to 12 Sept		-15,618	49.6	49.7
<b>Amount Outstanding</b>		<b>15,901</b>	<b>50.4</b>	<b>50.3</b>

NB The figures included in the table include not only those charges for 2012/13 but also those relating to previous years, but we are required to report our in year collection rate to the DCLG. 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 for 2012/13 at 31 August 2012 is 49.5% compared to 49.5% at 31 August 2011.

#### 4 SUNDRY DEBTORS

4.1 A summary of the sundry debtors account at 13 September 2012 is:

	£000	£000	%
Amount Outstanding 1 April 2012		308	
Invoices Raised	884		
Plus costs	1		
	885		
Less write offs	1	884	
<b>Total amount to recover</b>		<b>1,192</b>	
Less cash received to 13 September 2012		653	54.78
<b>Amount outstanding</b>		<b>539</b>	

Aged Debtors	000s	%
< 30 days	176	32.65
30 - 59 days	58	10.76
60 - 89 days	12	2.23
90 - 119 days	8	1.48
120 – 149 days	15	2.78
150+ days	270	50.10
	<b>539</b>	<b>100</b>

#### 5 HOUSING BENEFIT PERFORMANCE

- 5.1 The main indicators for Housing Benefit and Council Tax Benefit performance are the National Indicators for Right Benefit and 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 benefit fraud and also overpayment data.

##### *Housing Benefit Right Time Indicator 2012/2013*

1 April 2012 – 30 June 2012

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

Target for year	Actual Performance	Average Performance
10 days	13.75 days	20 days per IRRV

*New claims performance*

1 April 2012 – 30 June 2012

<b>Target for year</b>	<b>Actual Performance</b>	<b>Top grade 4 for all LA's 2007/08</b>
20 days	22.5 days	Under 30 days

6 HOUSING BENEFIT FRAUD

6.1 The following is a summary of fraud investigations for the period 1 April 2012 to 30 June 2012.

<b>Completed fraud investigations</b>	
1 April 2012 – 30 June 2012	49

<b>Average caseload (YTD)</b>	
2012/2013	2,878

<b>Number of investigations per 1,000 caseload</b>		
2012/2013	49/2,878	17.03

*Number of Housing/Council Tax Benefit prosecutions and sanctions per 1,000 caseload*

<b>2012/2013</b>	
Cautions	0
Administrative penalties	0
Successful prosecutions	0
<b>Total</b>	<b>0</b>

<b>Average caseload (YTD)</b>	
2012/2013	2,878

<b>Number of prosecutions/sanctions per 1,000 caseload</b>		
2012/2013	0/2,878	0

7 HOUSING BENEFIT OVERPAYMENTS

7.1 Unfortunately, the benefit department cannot report the performance for the period 1 April 2012 to 30 June 2012 due to software problems.

8 CONCLUSION

8.1 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

PF56-12/ME/AC  
13 September 2012

BACKGROUND PAPERS – None

For further information please ask for Mark Edmondson extension 4504.