

Appendix 5 Debt Management

1. Sundry debt includes all invoiced income due to the Council except for statutory taxes (Council Tax and Non-Domestic Rates). The balance of outstanding debt has increased by £270,000 since third quarter.
2. Annually, the Council raises invoices with a total value of over £70m. Around a quarter of the Council's overall sundry debt portfolio relates to charges for Adult Social Care, the remainder being spread across a range of functions including Highways, Property Services, Licensing and Building Control.
3. The Council's standard collection terms require payment within 28 days of the invoice date, however, services receive immediate credit in their accounts for income due. The Council uses a combination of methods to ensure prompt payment of invoices. Recovery action against unpaid invoices may result in the use of debt collectors, court action or the securing of debts against property.
4. The Revenue Recovery team (using their experience gained in collecting Council Tax and Non-Domestic Rates) engage with services to offer advice and assistance in all aspects of debt management, including facilitating access to debt collection/enforcement agent services (currently provided by Bristow & Sutor). In 2018/19 the team collected £2.4m on behalf of services.
5. After allowing for debt still within the payment terms, the amount of outstanding service debt at the end of March 2019 was £8.7m.
6. The total amount of service debt over six months old is £4.7m; provision of £5.4m has been made to cover doubtful debt in the event that it needs to be written off.

Debt Summary

	Outstanding Debt £000	Over 6 months old £000	Debt Provision £000
People			
Adults, Public Health and Communities	5,006	2,928	3,671
Children's Social Care (Incl. Directorate)	202	28	28
Education and 14-19 Skills	156	2	2
Prevention and Support	11	11	11
Schools	32	22	-
Place			
Planning and Sustainable Development	61	33	33
Infrastructure and Highways (inc Car Parking)	1,562	1,079	1,079
Growth and Regeneration	701	268	268
Rural and Cultural Economy	72	4	4
Customer Services	5	4	4
Client Commissioning - Environmental	264	263	263
Corporate			
Human Resources	10	7	7
Finance and Performance	10	7	7
Professional Services	51	1	1
ICT	591	2	2
	8,734	4,659	5,380