

**2010/11 OUTTURN AND
2011/12 REVENUE BUDGET MONITORING
(Report by the Head of Financial Services)**

1 INTRODUCTION

- 1.1 The 2010/11 accounts have now been completed and submitted for audit. This report compares the total outturn with the original budget and the forecast assumed in the current MTP (Para. 2). It also compares this in more detail – firstly at controllable level by Senior Manager with explanations of the main variations (Annex A) and then at service level (Annex B).
- 1.2 It also considers the initial variations in the current year's budget.
- 1.3 Finally it reports on the amounts collected and debts written off in the first quarter of 2011/12.

2 GENERAL FUND OUTTURN 2010/11

- 2.1 The table below shows a comparison of the original budget, the forecast used to produce the MTP and the actual outturn for the year.

	Original Budget £000	Forecast for MTP £000	Outturn £000
Approved budget	24,848	24,848	24,848
Delayed spending from 2009/10	274	370	370
Variations		-1,699	-1,167
Projects delayed to 2011/12	-274	-370	-559
Net spending	24,848	23,149	23,492
Government support	-12,940	-12,940	-12,940
Council tax	-7,273	-7,273	-7,273
Collection fund adjustment	35	35	35
Reserves			
Use of delayed projects reserve	-274	-370	-370
Contribution to delayed projects reserve	274	370	559
Special reserve	0	0	-1,554
General reserves	-4,670	-2,971	-1,949
Total reserves	-4,670	-2,971	-3,314
Total	-24,848	-23,149	-23,492

- 2.2 The outturn of £23.5m was £1.4M below the original budget. This included the deferral to the current year of items amounting to £0.6M and the spending of £1.6m on redundancies which is

funded from the Special Reserve. As a result £1.9M will be taken from the general fund reserve to meet the budget deficit.

- 2.3** A major part of this saving is due to service managers recognising the financial issues facing the Council and holding posts vacant wherever possible in order to be ready to deliver targeted savings for the current year. £0.6M was due to approved projects not happening as quickly as planned due to circumstances beyond our control but this will simply slip to the current year rather than create a real saving. The main savings result from NNDR revaluation appeals (-£0.2M), reduced operating costs for One Leisure (-£0.3M), concessionary Fares (-£0.2M), staff vacancies (-£0.3M), interest (-£0.1M), recycling gate fees (-£0.2M) and the A14 Enquiry (-£0.2M). There were some additional costs including development management fees (+£0.3M) and government grants (+£0.3M).
- 2.4** For the future, the key element is the variation from the assumed use of reserves on which the MTP was based as this highlights the future impact on the Council. The MTP was based on a £3M use of revenue reserves to meet the budget deficit and so the Council will now have an extra £1M in its reserves.
- 2.5** Cabinet have received monitoring reports at regular intervals throughout the year. The last was in April and forecast a £2.5M use of reserves. The table in Annex C shows the £0.6M of net savings that have emerged since that time.
- 2.6** Variations can, and will, emerge right up until the accounts are finalised each year but there should be few significant items that could not have been more effectively forecast. The scale of variations that emerged this year, particularly in the light of our financial situation, are too high and discussions have taken place at the Senior Management Group (Managing Directors and Heads of Service) to stress the need for managers to give higher priority to the accurate forecasting of the outturn throughout the year.
- 2.7** However, the reduced need to use reserves is clearly of significant benefit to the Council as it allows some extra flexibility in the speed with which the future savings target of £2M per year will have to be achieved. The Financial Strategy report in September will report on the progress with which already identified savings are being achieved and progress in finding the extra savings.

3. REVENUE MONITORING 2011/12

- 3.1** Only limited budget monitoring takes place in April and May due to the priority to complete the final accounts, the need to wait for adjustments for debtors and creditors to be dealt with in the new financial year and the difficulty of making assumptions on very limited evidence.

3.2 This first monitoring therefore concentrates on the impact of items that occurred last year plus a few significant ones that are already emerging in the current year.

3.3 The following table provides an initial view of the forecast:

REVENUE BUDGETARY CONTROL 2011/12	Original Budget	Forecast outturn	Variation
	£000	£000	£000
Approved budget	22,615	22,615	0
Delayed spending from 2010/11	370	559	189
Delayed spending to 2012/13	-370	-370	0
Variations			
Pay and Allowances Review #		80	80
Bulky Waste income #		20	20
Customer Services changes #		40	40
Software Licences extra provision #		20	20
Planning employee costs **		-172	-172
One Leisure St Neots fitness suite		-147	-147
Delay in increase in car park fees		124	124
Reduction in number of Cabinet members		-28	-28
NNDR revaluations		-20	-20
Neighbourhood forum partnership contribution		-18	-18
Home improvement agency fee income		-17	-17
Operations division staffing		-17	-17
Insurance retendering		-70	-70
Provision for debt repayment (MRP)		-64	-64
Total variations		-269	-269
Forecast net spending	22,615	22,535	-80
Financed from			
Government support	-11,538	-11,538	0
Collection fund adjustment	-105	-105	0
Council tax	-7,383	-7,383	0
General Reserves			
Use of delayed projects reserve	-370	-559	-189
Contribution to delayed projects reserve	370	370	0
General reserves	-3,589	-3,320	269
Total use of reserves	-3,589	-3,459	80
Total	-22,615	-22,535	80

Potential variations or slower achievement of savings items

** Subject to assumed workloads

4. Collection of debts

4.1 Annex D reports on sums collected and debts written off in the last quarter.

5. CONCLUSION

- 5.1** General Reserves fell by £1.9M to £13.6M and £1.6M of the special reserve was used to fund the costs of voluntary redundancies.
- 5.2** This was £1M less than assumed in the MTP and will provide increased flexibility for the speed with which further savings will have to be delivered.
- 5.3** Some variations to the original budget have emerged but the net impact is beneficial and will result in a reduction to £3.3M in the need to fund the deficit from general revenue reserves. At this stage of the year these should be treated with caution and a more complete picture should be emerging by September.

6. RECOMMENDATION

- 6.1** The Cabinet is requested to note:
- the outturn for 2010/11.
 - the variations identified so far for the current year.
 - the position on debts collected and written-off in the first quarter of this financial year.

BACKGROUND INFORMATION

- 1 2009/10 and 2010/11 Budget Files
- 2 2009/10 Closedown Files

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ANNEX A

		Original Budget £000	Updated Budget £000	Outturn £000	Outturn variation from updated £000	
CHIEF EXECUTIVE						
Corporate Services						
	Corporate Management	278	268	266	-2	
CHIEF EXECUTIVE		278	268	266	-2	
DIRECTOR OF CENTRAL SERVICES						
Internal Services		176	177	173	-4	
HEAD OF ADMINISTRATION						
Environmental Services						
	Environmental Health	-212	-224	-262	-38	Fee volumes Hackney Carriage/Private hire (-£20k), Premises (-£14k)
Corporate Services						
	Democratic Representation	601	581	501	-80	Neighbourhood forum contributions & timing differences (-£20k), Committee support & training (-£15k), Expenses (-£23k), Allowances not taken (-£22k)
	Central Services	22	-50	-48	2	Contribution to overheads recovered from Electoral Commission & County (-£23k), Fee volumes less than budget
Internal Services						
	Internal Services	587	588	489	-99	Printing maintenance contract savings and volume changes (-£47k), Paper (-£26k), Staffing (-£11k), Post handling maintenance (-£7k)
	Management Units	854	839	803	-36	Overtime (-£10k), Publications (-£9k), Sundries (-£8k), Security (-£5k)
		1,852	1,734	1,483	-251	
HEAD OF LAW, PROPERTY AND GOVERNANCE						
Planning						
	Economic Development	-1,403	-1,389	-1,386	3	
Internal Services						
	Management Units	520	479	479	0	
		-883	-910	-907	3	

		Original Budget £000	Updated Budget £000	Outturn £000	Outturn variation from updated £000	
HEAD OF PEOPLE, PERFORMANCE AND PARTNERSHIPS						
Planning						
Community Services	Economic Development	146	141	130	-11	Projects delayed by third parties and budgets c/f (-£11k)
	Tourism	43	55	33	-22	Promotion timed for start of guided bus (-£10k), Projects delayed by third party and budget c/f (-£9k)
	Community Initiatives	-2	34	-29	-63	Unapplied grant IFRS change budget c/f (-£52k)
Corporate Services	Corporate Management	120	113	104	-9	
	Non-Distributed Costs	250	250	231	-19	Technical budget over provision will be reviewed
Internal Services	Management Units	1,186	1,190	1,170	-20	More accurate allocation of postage (-£10k), Sundries (-£5k), Staffing (-£5k)
	Other	200	203	172	-31	Corporate training (-£23k), Health & Safety timing of training (-£9k)
		1,943	1,986	1,811	-175	
DIRECTORATE OF CENTRAL SERVICES		3,088	2,987	2,560	-427	
DIRECTOR OF COMMERCE AND TECHNOLOGY						
Internal Services		129	125	134	9	
HEAD OF FINANCIAL SERVICES						
Highways & Transportation	Environmental Improvements	5	12	3	-9	
Corporate Services	Corporate Management	207	203	184	-19	Change in External Audit provider (-£20k)

		Original Budget	Updated Budget	Outturn	Outturn variation from updated	
		£000	£000	£000	£000	
Other Expenditure	Contingency	-486	210	0	-210	The contingency for turnover was achieved Redundancy costs (-£1551K) Deferred expenditure shown in service lines (+£370K) Minimum revenue provision (-£61) Increase in grant received (-£19k) Improved cash flow due in part to slippage in capital programme
	Non-distributed costs	0	3	1,554	1,551	
	Other Expenditure	143	-63	251	314	
	Area Based Grant	-76	-76	-95	-19	
	Investment Interest	93	-215	-337	-122	
Internal Services	Management Units	1,231	1,245	1,141	-104	Staffing (-£70k), Hired staff (-£7k)Computer Audit(-£11k) Extra income(-£5k) Saving on insurance premium (-£13k)
	Insurances	390	386	373	-13	
	Other	160	87	82	-5	
		1,667	1,792	3,156	1,364	
HEAD OF INFORMATION MANAGEMENT						
Internal Services	Telecommunications	102			0	Prolonged contract negotiations associated virtualisation capital scheme (-£17k) of which budget c/f(-£7k), Standby &Overtime (£5k), Equipment disposal (-£3k) Deferred, prolonged contract negotiations associated virtualisation capital scheme budget c/f (-£24k) Surplus on external trading not budgeted.
	Helpdesk	436	426	401	-25	
	Network Services	522	611	587	-24	
	Development Team	232	306	301	-5	
	Information Manager	261	257	264	7	
	Business Analysis	409	391	391	0	
	Head of IMD	201	187	193	6	
	Other			-17	-17	
		2,163	2,178	2,120	-58	

		Original Budget	Updated Budget	Outturn	Outturn variation from updated	
		£000	£000	£000	£000	
HEAD OF CUSTOMER SERVICES						
Planning						
	Economic Development	29	47	44	-3	
Housing Services						
	Housing Benefits	-632	-693	-757	-64	Legal Fees (-£10k), Temporary Accommodation Subsidy - Software error spotted & corrected (-£17k), minor changes to Caseload, Errors & Overpayments (-£37k)
Corporate Services						
	Local Taxation & Benefits	-825	-962	-994	-32	Court costs recovered (-£17k), minor changes to CT Benefits Caseloads, Errors & Overpayments (-£9k)
Internal Services						
	Call Centre and Customer Services	1,364	1,345	1,249	-96	Relief cover (-£21k), Other staff (-£18k), Unapplied grant carried c/f (-£40k), Reduced postage costs (-£3k)
	Management Units	2,234	2,287	2,258	-29	Expenditure funded from Subsidy c/f to 2011/12 (-£30k)
		2,170	2,024	1,800	-224	
GENERAL MANAGER, LEISURE						
Community Services						
	One Leisure Huntingdon	137	215	156	-59	NNDR refund (-£24k), Irrecoverable Vat (-£13k), Maintenance expenditure slipped to 2011/12 (-£11k), Savings on other operational costs (-£11k)
	One Leisure Ramsey	224	214	114	-100	NNDR refund (-£24k), Equipment expenditure slipped to 2011/12 (-£8k), Savings on other operational costs (-£68k)
	One Leisure Sawtry	236	224	169	-55	NNDR refund (-£11k), Equipment expenditure slipped to 2011/12 (-£4k), Savings on other operational costs (-£40k)
	One Leisure St Ives	111	142	9	-133	NNDR refund (-£52k), Irrecoverable Vat (-£6k), Lower income (+£97) Savings on operational costs (-£172k)
	One Leisure St Neots	267	284	187	-97	NNDR refund (-£15k), Higher income from redevelopment (-£39k), Savings on Operational Expenditure (-£43k)
	Leisure Centres Overall	1		46	46	Savings budget (+£33k) held against this budget head realised at the different sites above.
Internal Services						
	Management Units	212	201	199	-2	
		1,188	1,280	880	-400	
DIRECTORATE OF COMMERCE AND TECHNOLOGY		7,317	7,399	8,090	691	

		Original Budget	Updated Budget	Outturn	Outturn variation from updated	
		£000	£000	£000	£000	
DIRECTOR OF ENVIRONMENTAL and COMMUNITY SERVICES						
Internal Services	Management unit	172	172	170	-2	
HEAD OF ENVIRONMENTAL MANAGEMENT						
Environmental Services						
	Drainage & Sewers	415	400	425	25	Watercourses maintenance (+£10k), IDB Levy (+£16k)
	Public conveniences			31	31	Toilets not closed as expected (+£31k)
	Environmental Health	150	164	84	-80	ESCO Project (-£35k), General Environmental Projects (-£22k), Energy & Water Efficiency Project (-£22k), Green House Project (-£3k)
	Closed Churchyards	5	5	5	0	
Planning						
	Building Control	-527	-524	-456	68	Lower fee income - linked to reserve
Community Services						
	Community Initiatives Parks	6	6	6	0	
Highways & Transportation						
	Public Transport	87	131	126	-5	Bus Shelter maintenance (-£5k)
	Street Naming	34	34	25	-9	Name plates (-£19K), developers not charged (+£10K)
	Car Parks Assets	44	44	46	2	
	Environmental Improvements	41	129	130	1	
Internal Services						
	Management Units	1,581	1,582	1,557	-25	Training (-£11k), Transport (-£5k), Equipment & Stationery (-£12k)
	Offices and Depot	967	770	679	-91	NNDR (-£55k), Electricity (-£42k), Pay & Overtime (-£14k),
	Pool Cars	19	19	17	-2	Saving On Fuel Costs
		2,822	2,760	2,675	-85	

		Original Budget £000	Updated Budget £000	Outturn £000	Outturn variation from updated £000	
HEAD OF ENVIRONMENTAL AND COMMUNITY HEALTH SERVICES						
Environmental Services	Environmental Health	269	240	195	-45	Contaminated Land survey (-£10k), Costs recovered (-£10k), Extra Income (-£9k), Pest Control equipment and fuel (-£6k), Air Quality equipment and services (-£7k)
Community Initiatives	Grants	383	384	374	-10	
	Arts Development	99	99	68	-31	Service ended ahead of schedule
	Leisure Development	217	246	164	-82	Expenditure covered by external grants c/f to 2011/12 (-£50k), Other service savings (-£32k)
	Other	20	20	33	13	
Community Safety	Community Safety	116	91	46	-45	Grant made early in 2009/10 (-£33k), Equipment (-£9k)
Internal Services	Management Units	1,599	1,566	1,504	-62	Car allowances (-£9k), Subscriptions (-£2k), Printing & Stationery (-£12k), Training (-£9k), Overtime (-£10k), Student saving (-£8k), Vacancies & part-time working (-£12k)
		2,703	2,646	2,384	-262	
HEAD OF HOUSING SERVICES						
Housing Services						
	Housing Services	30	13	-23	-36	Mobile Home Park additional income (-£9k) & lower costs (-£7k), Choice Based Lettings (-£20k)
	Private Housing Support	-1	-3	-51	-48	Home Improvement Agency lower net operational costs (-£46)
	Homelessness	220	241	209	-32	Lower bad debt provision required (-£22k), Lower cost of temporary housing scheme with King Street Housing (-£9k)
Internal Services	Management Units	1,120	1,079	1,045	-34	Lower car mileage/allowances costs (-£12k), Savings on Postage, Stationery, Subscriptions, Telephones etc (-£18k)
		1,369	1,330	1,180	-150	

		Original Budget	Updated Budget	Outturn	Outturn variation from updated	
		£000	£000	£000	£000	
HEAD OF OPERATIONS						
Environmental Services						
	Refuse Collection	2,061	2,046	1,994	-52	Overtime (-£22k), vehicle maintenance (-£18k), advertising (-£14k)
	Recycling	-69	-84	-257	-173	Gate fees (-£164k)
	Drainage & Sewers	10	10	6	-4	
	Street Cleaning & Litter	982	960	910	-50	Vehicle maintenance (-£25k), staff (-£17k), chewing gum removal (-£13k)
Planning						
	Markets	-161	-155	-122	33	Income from general trade (+£38k)
Community Safety						
	C C T V	502	483	430	-53	Staff costs (-£13k); Equipment rental/maintenance (-£21k); Sitework (-£7k); Fuel (-£5k); Vehicle Parts (-£7k)
Community Services						
	Countryside	496	395	357	-38	Budget transfer to Capital Scheme (-£18k), NNDR Refund (-£40k)
	Parks	4	7	-29	-36	Extra income (-£17k), Pavilions NNDR refund (-£18k)
Highways & Transportation						
	Car Parks	-1,206	-1,117	-1,063	54	Income for new chargeable car parks (+£89k), NNDR revaluations (-£37k)
Corporate Services						
	Emergency Planning	29	29	29	0	
Internal Services						
	Operations Management Units	1,565	1,473	1,410	-63	Staff costs (-£40k), vehicle maintenance (-£20k)
	Grounds Maintenance	871	842	827	-15	Parish & Town Council income (-£18k)
	Other	29	29	25	-4	
		5,113	4,918	4,517	-401	

		Original Budget £000	Updated Budget £000	Outturn £000	Outturn variation from updated £000	
HEAD OF PLANNING SERVICES						
Planning	Development Management	-996	-961	-556	405	Lower fee income (+£273k), Higher cost of appeals (+£99k), Higher preparation costs for CIL (+£60k) -£356k MTP Schemes re-phased (LDF) or deleted (A14), Additional costs recovered from Cambs Horizons (-£146k), Expenditure c/f to 2011/12 (-£81k), CIL budget virod to Development Management (-£30k) Budget c/f to 2011/12 (Huntingdon Town Centre Development) Concessionary Fares subsidy (-£150k) Training budget c/f (-£15k), Salary , NI & Pensions savings (-£80k)
	Planning Policy & Conservation	654	801	141	-660	
	Economic Development	86	86	0	-86	
	Planning Delivery Grant	35	2	0	-2	
Highways & Transportation	Transportation Strategy	94	81	76	-5	
	Public Transport	747	747	598	-149	
	Car Parks	89	0	0	0	
Internal Services	Management Units	2,377	2,258	2,152	-106	
	Other	9	12	17	5	
		3,095	3,026	2,428	-598	
NEW ACCOMMODATION PROJECT MANAGER		190	117	102	-15	
DIRECTORATE OF ENVIRONMENTAL AND COMMUNITY SERVICES		15,464	14,969	13,456	-1,513	
TOTAL DIRECT AND INDIRECT SERVICES		26,147	25,623	24,372	-1,251	
	Less recharges to non-revenue accounts	-1,299	-1,055	-880	175	
COUNCIL TOTAL		24,848	24,568	23,492	-1,076	

		Original Budget	Updated Budget	Outturn	Outturn variation from updated	
		£000	£000	£000	£000	
FUNDED FROM						
Government Support		-12,940	-12,940	-12,940	0	
Council Tax		-7,273	-7,273	-7,273	0	
Collection Fund		35	35	35	0	
Project Timing Reserve b/f		-274	-370	-370	0	
Project Timing Reserve c/f		274	250	559	309	Increase in deferred projects to 11/12
Special Funding Reserve		0	0	-1,554	-1,554	Use of Special reserve to fund redundancy costs
Reserves		-4,670	-4,270	-1,949	2,321	
		-24,848	-24,568	-23,492	1,076	

Service variations 2010/11	Original Budget	Updated Budget	Outturn	Outturn variation from updated	Reasons for major variations
	£000	£000	£000	£000	
Environmental Services					
Refuse Collection	3,373	3,280	3,224	-56	Lower gate fees
Recycling	281	303	117	-186	
Drainage & Sewers	562	543	575	32	Income higher, supplies lower, but Green House project Impairment
Public Conveniences	18	45	72	27	
Environmental Health	2,545	2,476	2,611	135	
Closed Churchyards	11	7	8	1	
Street Cleaning & Litter	1,368	1,412	1,333	-79	
Nightsoil Collection	10	11	7	-4	
	8,168	8,077	7,947	-130	
Planning					
Development Control	1,197	1,183	1,545	362	Fee income lower, appeal and CIL costs higher
Building Control	165	163	189	26	Extra contribution from Cambs Horizons, no A14 Inquiry, projects delayed to 2011/12
Planning Policy & Conservation	1,533	1,694	989	-705	
Markets	-50	-34	-5	29	Impairment
Economic Development	-551	-525	223	748	
Planning Government Grants	35	2	0	-2	
	2,329	2,483	2,941	458	
Community Services					
Countryside	631	585	665	80	Income up, capital charges lower, Grounds Maintenance team costs lower Arts service wound-up ahead of schedule and Sport & Active Lifestyles expenditure re-phased to 2011/12
Tourism	142	124	89	-35	
Community Initiatives	799	994	915	-79	
Parks	1,746	1,797	1,656	-141	
Leisure Policy	468	523	407	-116	
Leisure Centres	2,887	3,123	7,817	4,694	Major impairment losses, partially off-set by NNDR refunds and operational savings
Community Facilities	141	80	46	-34	
	6,814	7,226	11,595	4369	

Service variations 2010/11	Original Budget	Updated Budget	Outturn	Outturn variation from updated	Reasons for major variations
	£000	£000	£000	£000	
Community Safety	1,031	1,049	953	-96	
Housing Services					
Housing Services	960	886	905	19	
Private Housing Support	2,301	2,402	1,872	-530	Lower Capital Charges
Homelessness	538	626	573	-53	
Housing Benefits	1,191	1,348	1,262	-86	Higher subsidy on homeless benefit payments
	4,990	5,262	4,612	-650	
Highways & Transportation					
Transportation Strategy	1,234	1,199	473	-726	Capital charges reduced and schemes delayed
Public Transport	963	993	834	-159	Concessionary fares subsidy lower
Car Parks	-525	-540	-438	102	Delays to new chargeable car parks income
Environmental Improvements	421	515	517	2	
Street Naming	96	136	121	-15	
	2,189	2,303	1,507	-796	
Corporate Services					
Local Taxation & Benefits	1,225	1,227	1,154	-73	
Corporate Management	1,743	1,648	1,575	-73	
Democratic Services	1,432	1,543	1,412	-131	Internal recharges, member & civic expenses,
Non Distributed Costs	250	253	1,785	1,532	Redundancy costs met from special reserve
Democratic & Central Services	549	565	545	-20	
Other Operating Inc & Expend	0	3	1	-2	
	5,199	5,239	6,472	1,233	
Other Expenditure					
Contingency	-484	210	0	-210	Turnover contingency achieved
Other Expenditure	-5,409	-6,991	-12,104	-5,113	Impairment of buildings
Investment Interest	97	-214	-336	-122	Improved cashflow and better returns
Area Based Grants	-76	-76	-95	-19	
	-5,872	-7,071	-12,535	-5,464	
TOTAL	24,848	24,568	23,492	-1,076	

REVENUE BUDGETARY CONTROL	Variations £000
Variations since April Cabinet report	
Recycling (lower residual waste and vehicle maintenance costs and higher recycling credits)	-65
Development control (lower fee income and higher CIL start-up costs)	63
Planning policy and conservation (recovery of costs from Cambridgeshire Horizons)	-164
Economic development - delayed projects	-64
Community initiatives – grant *	-50
Leisure policy grants *	-50
Leisure centres - savings on operational costs	-77
Community safety - grant *	-33
Private housing support - home improvement agency	-40
Management units	-204
Turnover contingency - staff savings met	-56
Various	-179
	-919
Redundancies	
2010/11	441
2011/12	1,113
	1,554
Total Variation	635

NOTES

The items marked * have been treated as income and expenditure in 2010/11 because of a change to accounting rules which brought items into the accounts as part of the accounts closedown process. Grants of £133k were received in 2010/11 and would in previous years have been carried forward to match the expenditure in future years.

The accounting rules state that where expenditure is committed such as for redundancies in 2011/12 the costs have to be brought into the current year accounts. There is no impact on general reserves because the funding of all redundancies is from the special reserve.

ANNEX D

AMOUNTS COLLECTED AND DEBTS WRITTEN OFF

	1 April 2011 to 30 June 2011			
	Collected	Amounts written off		
		up to £5k	over £5k	TOTAL
Type of Debt	£000	£000	£000	£000
Council Tax	24,011	23.0	0.0	23.0
NNDR	18,385	21.3	16.5	37.8
Sundry Debtors	1,759	45.0	36.5	81.5
Excess Charges	40	5.6	0.0	5.6

Collected

The total amount of payments received, less customer refunds and transfers to other debts.

Amounts written off

Whilst these amounts have been written-off in this financial year, much of the original debt would have been raised in previous financial years.

Authority to write off debts

The Head of Customer Services is authorised to write-off debts of up to £5,000 (or more, after consultation with the relevant Executive Councillor) if she is satisfied that the debts are irrecoverable or cannot be recovered without incurring disproportionate costs. The Head of Financial Services deputises in her absence.