

# Cabinet Member Report for Finance Northampton Borough Council 17<sup>th</sup> June 2019

## FINANCE

The Finance Team are close to completing the Statement of Accounts for 2017-18 which is planned to be presented to the Audit Committee in July 2019 for approval. The accounts for 2018-19 continue to be refined, but cannot be finalised and draft accounts published until the prior year is completed.

The final end of year budget position for 2018-19 was reported to Cabinet on 12 June 2019 as an overspend of £0.732M, which is a material reduction from the projections anticipated. This is due to late Government Grants in respect of Temporary Accommodation and Homelessness which alleviated the incurred cost pressures, along with management action to mitigate risk and costs.

The finance team are commencing preparations for the budget planning for 2020-21 and Medium Term Finance Plan.

## REVENUES & BENEFITS

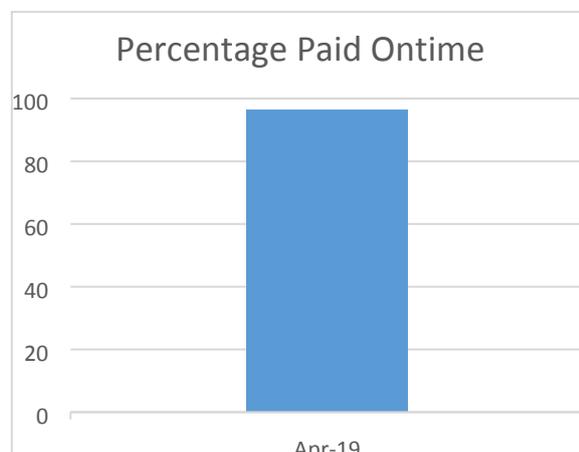
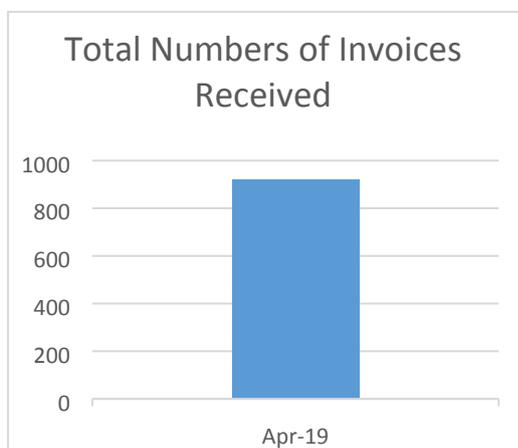
**Collection Rates** – The year has started with on target performance in respect of billing and initial collection rates.

**Business Rates** – The service is running well, but is having to monitor the media to assess risks in respect of Retail operators, the latest High Street retailer identified by the media as a ‘risk’ is Topshop/Topman. The Northampton store was not on the risk of closure list and the team provided assurance that there is no outstanding debt.

**Benefits** – The service is working with NCC to agree a scheme to review Single Person Discount to ensure that those entitled receive the benefit and remind those whose circumstances have changed that failure to inform the Council may risk recovery action .

## ACCOUNTS PAYABLE / RECEIVABLE

The table below reflect that 919 Invoices were received and 96.41% were paid on time.



In respect of recorded sundry debt at the end of April 2019, the Council had debt due of £3.082M, of which £1.814M is over 61 days old. The largest service area debt was Asset management with £1.039M of debt. The CFO Governance Team is currently working with the Asset Management Team to improve processes, procedures and debt management to reduce the level of aged debt.

## **FACILITIES**

### **Guildhall Office**

The Guildhall Office Team have had a good month for securing future booking for the Guildhall, in April they have secured 3 Wedding Ceremonies and 1 Reception for this year and 2020. The Team have also taken confirmed bookings from Royal and Derngate to hold 2 days of pantomime rehearsals at the Guildhall, from The Northern Network to hold their Gala Ball with us in March 2020 and also a return booking for the Jobs Fair.

April saw the return of the Preloved Vintage Clothes Fair to the Guildhall and as always was a very busy day with people queuing out the door to attend. There was also our first Wedding Ceremony of the year in the Council Chamber, Northampton Scouts held an awards ceremony in the Great Hall for young and old scouts to attend.

### **Post Room**

- A total of 58,353 items of post sent out
- 1782 incoming documents scanned
- 1556 incoming Revs and Bens documents indexed in total
- 2663 incoming Revs and Bens e-mails indexed
- Almost £4,000 worth of savings gained by using Royal Mail Business Mail
- NPH outgoing post sent straight from Guildhall Post Room started during this month
- Messenger Van service ended with a saving of £285 per month
- Scanning Accuracy April 2019 : 99.85%
- Indexing Accuracy April 2019: 99.56%

Councillor Brandon Eldred  
**Cabinet Member for Finance**