

The key elements of the Revenues Service includes (2012/13 figures):

- **£163 m** – Annual amount of Council Tax raised
- **£97 m** – Annual amount of Business Rates raised
- **£19 m** – Annual payment of Housing & Council Tax Benefit
- **£111.1 m** – Annual gross payment of staff salaries (through the payroll service, including Teachers)
- **£23.0 m** – Annual payment of pensions
- **£33.4 m** – Sundry Debt collection for 2012/13
- **£3.07m** – Nightly Paid Accommodation charges collection for 2012/13
- **£33.42m** in revenue and 58,332 transactions this includes Kiosk £2,813,943.28 transactions 20,207.

Council Tax Data:

In year collection performance by Liberata is shown below:

Best Value PI's	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Actual 2007/08	Actual 2008/09	Actual 2009/10	Actual 2010/11	As at 31/03/12	As at 31/03/13
BV9:CTAX Collected	96.8%	97.1%	97.0%	97.0%	97.1%	97.03%	97.28%	97.59%	97.65%	97.76%

The amount of collectable debt raised for the year 2012/13 was **£163m** (net of Benefits) in respect of 135,766 properties.

7,990 refunds for **£2,137,381.48** were issued between **April 2012 – March 2013**.

The following Council Tax recovery notices were issued:

	2006/7	2007/8	2008/09	2009/10	2010/11	31/03/12	31/03/13
Reminders	53,371	41,710	39,382	34,892	34,971	51,920	45,816
Summonses	13,757	14,244	13,432	17,061	19,774	16,436	16,168
Liability Orders	10,135	6,270	7,079	10,713	12,956	9,396	10,868
14 day letters – Bailiff warning	11,332	11,276	10,761	13,127	11,823	11,757	12,518
Accounts passed to Bailiff	5,864	6,896	6,882	9,724	9,538	All at 14 day stage	All at 14 day stage

NB: The first 14 day letters were issued direct to the bailiffs from **11/07/2011**.

Breakdown of uncollected debt for 2011/12 as at 31 March 2013

Council Tax – Summonsed Debt	
Summonses/costs	217,245.09
Arrangement	159,780.06
14 day/ Bailiff	767.88 682,610.08
Attachments / pending	137,161.35
Bankruptcy/ charging orders / committal / Teno / Tenons	413,024.90
Liability	507,186.52
Sub Total	2,117,775.88
Un-summonsed Debt	
Final (un-sum)	64,079.59
Un-summonsed	101,867.20
Sub Total	165,946.79
Total	2,283,722.67

The breakdown analysis of the total 2011/12 debt outstanding at the 31 March 13 of **£2,283,722.67** is shown above. There are various stages of summons and post summons action and remedies that are going “through the process” with **£673,133.31** at the pre summons stage.

The majority of the debt is held at the bailiffs and pre committal stage where we will review to progress to bankruptcy or place a charging order on the property. All un-summonsed cases are currently being reviewed to ensure that where appropriate they are swiftly brought into the recovery programme.

Business Rate Data:

In year collection performance by Liberata is shown below:

Best Value PI's	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Actual 2007/08	Actual 2008/09	Actual 2009/10	Actual 2010/11	Actual 2011/12	As @ 31.03.13
BV10:Rates Collected	98.5%	98.7%	99.6%	99.5%	99.8%	99.1%	99.02%	98.9%	98.81%	98.72%

Actual 31 March 2013 – 98.72%

The amount of collectable debt raised for the year 2012/13 was **£97 million** in respect of 7,296 properties.

There have been 859 refunds actioned from the 1/4/12 to the 31/03/13 amounting to **£2.8m** in respect of vacation and rateable value reductions.

The following recovery notices were issued -

	2004/5	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	As @ 31.03.13
Reminders Issued	4,352	3,486	4,972	4,559	3,609	3,977	3404	2,536	4,023
Final Notices Issued	359	239	585	1,698	1,529	1,892	1,824	1,741	2,014
Summonses Issued	1,024	1,137	980	894	704	903	725	1,156	987
Liability Orders	706	775	675	602	426	666	672	749	683
7 day letters issued	423	1,021	1,421	605	299	674	367	471	501
Accounts passed to Bailiff	200	322	542	331	130	316	430	537	645

The 2011/12 debt carried forward at the 1 April 2013 was **£272,662.44**

NNDR – Summonsed Debt	
Summons	55,141.24
Arrangement	2,931.00
7 day	7,626.03
Bailiff	18,622.50
Recovery	37,299.87
Liability	44,611.50
Un-Summonsed	
Reminders	45,496.39
Finals	60,625.67
Non Recovery	
Billing	308.24
Total	272,662.44

Movement in arrears for reporting period –

Arrears total 1990 – 2011/12 as at 31/03/12	£ 726,163.17
Arrears total 1990 - 2011/12 as at 31/03/13	£ 455,795.31
Reduction Overall arrears	£ 270,367.86

Cashiers Data

The cashiering service dealt with the following transactions in the period 01/04/12 to 31/03/13

Civic Centre Total	38,125 Transactions £30,610,959.78 excludes Kiosk
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Payroll Data:

The average number of payments made each month/annually is shown below:

	Monthly	Annually
Non Teaching/Teaching	5,915	70,987
Pensions	4,698	56,376

