

# RUSHMOOR BOROUGH COUNCIL RECORD OF EXECUTIVE DECISION



Decision taken by individual ~~Cabinet Member~~/Officer (delete as appropriate)

*(All sections must be completed (mark "N/A" as applicable))*

**DECISION MAKER** *(Name and designation)*

Simon Little, Executive Head of Finance and S151 Officer

**DECISION AND THE REASON(S) FOR IT**

Declaration of Council Tax Collection Fund Surplus or Deficit – 2022/23  
Statutory Requirement  
Report Attached

**DATE DECISION TAKEN:** 13<sup>th</sup> January 2023

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

*(Those examined by officers and generated by consultation, etc)*

N/A

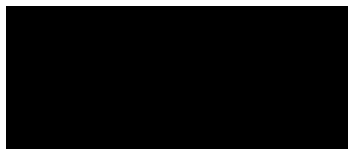
**ANY CONFLICTS OF INTERESTS DECLARED**

*(conflict of interests of any executive member who is consulted by the officer which relates to the decision.  
A note of dispensation should be attached).*

N/A



**Signed** \_\_\_\_\_  
(Decision Maker)



**Signed** \_\_\_\_\_

(Cabinet Member Consultee where applicable)

**Designation:** Leader of the Council

**DELEGATED REPORT**

**SIMON LITTLE  
INTERIM EXECUTIVE HEAD OF FINANCE, S151  
OFFICER AND  
DAVID CLIFFORD  
LEADER OF THE COUNCIL**

**18<sup>th</sup> JANUARY 2023**

**REPORT NO. FIN2303**

**KEY DECISION? YES/NO**

**DECLARATION OF COUNCIL TAX COLLECTION FUND SURPLUS OR  
DEFICIT – 2022/23**

**SUMMARY AND RECOMMENDATIONS:**

**SUMMARY**

Rushmoor Borough Council is required by statute to maintain a Collection Fund separate from the General Fund of the Council.

The Collection fund contains all of the transactions of the billing authority in relation to the collection from taxpayers of Council Tax and National Non-Domestic Rates (NNDR) and its distribution to local government bodies and the Government.

Any surplus or deficit on the Collection Fund, declared by the billing authority, is apportioned to the relevant precepting bodies in the subsequent financial year.

This report sets out the surplus or deficit on the collection fund for Council Tax (any surplus or deficit in respect of National Non-Domestic Rates will be the subject of a separate report).

The Executive Head of Financial Services, Section 151 Officer, in consultation with the Leader of the Council, has delegated powers to agree the Council Tax Surplus or Deficit for the relevant year.

**RECOMMENDATIONS**

The report declares a total surplus of £90,000 on the Council Tax Collection Fund in 2022/23, to be shared in the relevant proportions between precepting authorities.

The Leader of the Council is recommended to approve a total surplus of £90,000 on the Council Tax Collection Fund for 2022/23.

## **1. INTRODUCTION**

- 1.1 Each year, the Council is required to declare any surplus or deficit made in respect of its Council Tax Collection Fund Account.
- 2.2 The surplus or deficit is calculated each year by comparing how much tax has actually been collected against the estimate made the previous year and taking into account any surplus or deficit previously declared.

## **2. DETAILS OF THE SURPLUS**

- 2.1 The position on the Council Tax Collection Fund is set out in Appendix 1 (Surplus/Deficit Calculation 2022-23). The impact of tax collected this year means that there will be a surplus totalling £90,000.
- 2.2 Although this is an improvement from last years position, where a deficit of £101,000 was declared, this is still lower than surplus's that were declared in the years before that.
- 2.2 Whilst a number of factors contribute to whether a surplus or deficit is achieved in any one year, the principal factor that have been significant in this year's calculation is the inability of Council Taxpayers being able to meet their liability during the difficult times brought on by Covid-19 and the current cost of living crises.

## **3. RISKS**

- 3.1 The key risks associated to this report are financial, in terms of the accuracy of forecasts to arrive at the estimation of the surplus determined for the year 2012/23.
- 3.2 Officers will continue to track and monitor the collection fund performance. The Councils performance on recovery of Council Tax, both in-year and for its overall recovery rate needs careful monitoring. Steps have been put into place to continue to monitor the recovery rate of unpaid Council Tax.

## **4. LEGAL IMPLICATIONS**

- 4.1 The Local Government Finance Act 1992 (as amended) requires the Council as the Billing Authority to establish and maintain a collection fund and report each year on surplus and deficits by the 15<sup>th</sup> January each year

## **5 Financial and Resource Implications**

- 5.1 The total surplus must be shared between precepting authorities, Hampshire County Council (72.36%), Police and Crime Commissioner for Hampshire (12.30%), Hampshire and IOW Fire and Rescue Authority (3.92%) and Rushmoor Borough Council (11.42%).
- 5.2 This results in the £90,000 being apportioned as follows:

▪ Hampshire County Council	£65,122.96
▪ Rushmoor Borough Council	£10,273.70
▪ Police and Crime Commissioner for Hampshire	£11,071.55
▪ Hampshire and IOW Fire and Rescue Service	£3,531.79

## **6. CONCLUSIONS**

- 6.1 In conclusion, David Clifford, Leader of the Council is asked to agree that a surplus of £90,000 is declared on the Council Tax Collection Fund for 2022/23.

### **BACKGROUND DOCUMENTS:**

Surplus/Deficit Calculation 2022/23  
Local Government Finance Act 1992

### **CONTACT DETAILS:**

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**Head of Service** – Simon Little / [simon.little@rushmoor.gov.uk](mailto:simon.little@rushmoor.gov.uk)

**Appendix 1 - Surplus/Deficit Calculation 2022-23**

Year	93/94	94/95	95/96	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	Total	
Balance Outstanding (for previous years)	0	0	0	0	0	0	0	0	0	£2k	£2k	£3k	£3k	£5k	£9k	£7k	£14k	£31k	£38k	£36k	£90k	£128k	£193k	£304k	£456k	£800k	£1,115k	£1,543k	£4,779		
Estimated Surplus at 31/3/2023	£235k	£306k	£216k	£20k	£92k	£142k	£27k	(£48k)	(£73k)	£78k	£1k	£84k	£9k	£360k	£755k	£306k	£342k	£545k	£572k	£615k	£1268k	£631k	£740k	£785k	£848k	£755k	£639k	(£30k)	£97k	£10,311	
Surplus Previously Declared Jan 2021	£236k	£307k	£217k	£20k	£91k	£143k	£29k	(£46k)	(£71k)	£79k	£0k	£85k	£11k	£369k	£752k	£300k	£341k	£547k	£571k	£614k	£1264k	£636k	£708k	£763k	£831k	£744k	£618k		£10,163		
<b>Additional Surplus / (Deficit)</b>	<b>(£1k)</b>	<b>(£1k)</b>	<b>(£1k)</b>	<b>£0k</b>	<b>(£1k)</b>	<b>(£1k)</b>	<b>(£2k)</b>	<b>(£2k)</b>	<b>(£2k)</b>	<b>(£1k)</b>	<b>£1k</b>	<b>(£1k)</b>	<b>(£2k)</b>	<b>(£9k)</b>	<b>(£3k)</b>	<b>£6k</b>	<b>(£1k)</b>	<b>(£2k)</b>	<b>£1k</b>	<b>£1k</b>	<b>£4k</b>	<b>(5k)</b>	<b>£32k</b>	<b>£22k</b>	<b>£17k</b>	<b>£11k</b>	<b>£21k</b>	<b>(£30k)</b>	<b>£97k</b>	<b>£148</b>	
<b>Surplus For 2022/23 (relating to previous years)</b>																														<b>£148,000.00</b>	
<b>Defecit for 2022/23 relating to current year</b>																															<b>£58,000.00</b>
<b>Total Surplus For 2022/23</b>																															<b>£90,000.00</b>
<b>Payable to Hampshire County Council</b>																															<b>£65,122.96</b>
<b>Pyable to Police and Crime Commissoner for Hampshire</b>																															<b>£11,071.55</b>
<b>Payable to Hampshire Fire &amp; Rescue</b>																															<b>£3,531.79</b>
<b>Retained by Rushmoor Borough Council</b>																															<b>£10,273.70</b>

As at 18 Jan 23

**DD's to Collect**

20-Jan-23	653,707.22
01-Feb-23	602,415.26
10-Feb-23	187,672.72
10-Feb-23	159,435.84
01-Mar-23	460,158.71
10-Mar-23	150,519.33
20-Mar-23	132,284.88
Total	2,346,193.96

**Cash to Collect**

1,744,447

Balance @ 5 Dec 2022
Less Estimated DD payments
Non DD Payments
Total Balance

<b>Method 2 -</b>
Net Collectable Debit
Closing Balance
% os at end of year
Collection Rate

<b>Surplus Defecit f</b>
Closing Balance
2% allowance for losses
Defecit for 2022-23

4,997,172.17
2,346,193.96
1,395,557.0
1,255,421.21

Assuming only receive 80% of cash o/s

<b>Collection Rate</b>
59,877,094.00
1,255,421.21
2.1
97.9

<b>or 2022-23 (Method 2)</b>
1,255,421.21
1,197,541.88
57,879.33