

**Cabinet Member Report for Finance  
Northampton Borough Council  
Monday 22 July 2019  
Finance**

**Finance**

The Finance Team are now dual running the Statement of Accounts for 2017-18 and 2018-19. Audit Committee on 29<sup>th</sup> July 2019 are due to sign off the 2017-18 Statement of Accounts and receive the draft Accounts for 2018-19, the audit for these accounts is due in October 2019.

Officers are already commencing the groundwork for 2020/21 Budgets and Medium Term Financial Plan.

There is a risk of an overspend this year, as is being reported to Cabinet on 24 July 2019, however Corporate Management Board will be seeking ways to manage and mitigate the risk in year.

**Revenues & Benefits**

The Revenues and Benefits Service continues to deliver an excellent service.

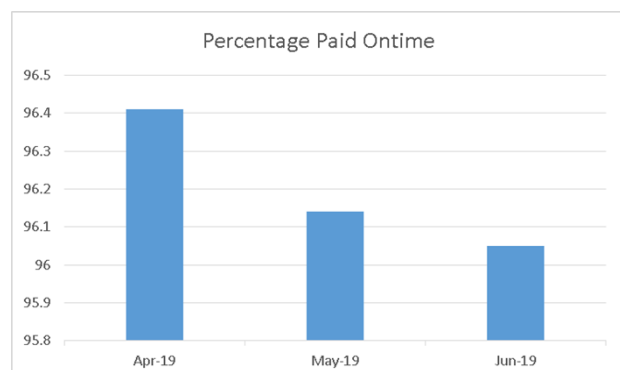
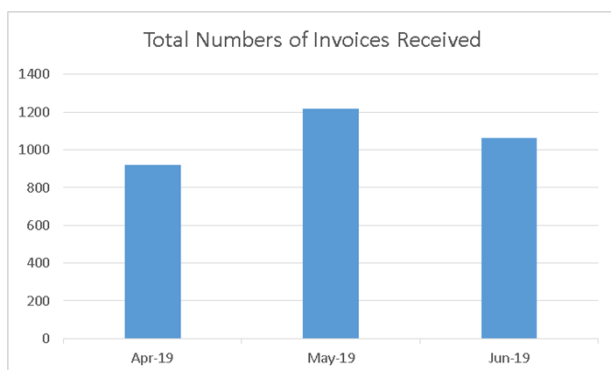
They are actively monitoring businesses that might be at risk to minimise Business Rates risks.

The collection fund may have a challenge in year due an increase in student discount/exemptions being claimed, along with an increase in other exemptions and discounts. Along with other Northamptonshire Councils, Northampton Borough Council will be progressing a review of Single Person Discounts being claimed, to ensure that claimants have not forgotten to update the Council in respect of their circumstances.

The service is meeting its targets in respect of processing new claims and making changes to claim details.

**Accounts Payable / Receivable**

The tables reflect the number of invoices received in the first three months of this year and the percentage paid on time.



**Facilities – Guildhall**

The Guildhall Office Team have had another busy month with 3 Wedding Ceremonies, 1 Reception. The Guildhall has also been the venue of choice for Whitbread to hold their staff party.

B2W Training have taken meeting rooms at the Guildhall for 2 weeks (10 dates) for all day training to help people to get back into work, providing a material income.

Mayday Trust held a seminar on homelessness

Jobs Fair returned for another successful fair

NN Contemporary Arts Gallery, held an arts performance at short notice, due to the bad weather they needed an alternative venue.

Northampton Music Festival, had their Jazz stage in the courtyard

#### Post Room

A total of just over 44,000 items of post dispatched

1834 incoming documents scanned

Overall scanning accuracy – 99.81%

1731 incoming Revs and Bens documents indexed in total

Overall indexing accuracy – 98.36%

2379 incoming Revs and Bens e-mails indexed

Savings estimated (not yet invoiced for the final week of June) to be around £2,500 by using Royal Mail Business Mail

#### **Budget Pressures / Choices**

As Portfolio Holder Finance I would remind the chamber that we set a fragile balanced budget in February 2019 for this financial year. If we choose to add obligations through changes in policy through motions, then we must be mindful of the costs and the impact on staff resources.

I would therefore ask that if motions are presented, they are accompanied by some form of financial scale/impact on the council, along with a proposal indicating which services currently delivered should be cut or reduced to fund those activities.

**Councillor Brandon Eldred**  
**Cabinet Member for Finance**