

**FINANCE COMMITTEE MEETING HELD THURSDAY 13 MARCH 2025**

<b>No</b>	<b>Item</b>	<b>Summary of Key Recommendations</b>	<b>Estimated Timescale for completion</b>
1.	Apologies	<b><i>Alderman Callan and Coyle, Councillor Peacock and Schenning</i></b>	<b><i>n/a</i></b>
2.	Declarations of Interest	<b><i>None</i></b>	<b><i>n/a</i></b>
3.	Minutes of Finance Committee meeting held Thursday 23 <sup>rd</sup> January 2025	<b><i>Confirmed as a correct record</i></b>	<b><i>n/a</i></b>
4.	Management Accounts Period 9	<b><i>Noted</i></b>	<b><i>-</i></b>
5.	APP Forecast	<b><i>Noted</i></b>	<b><i>-</i></b>
6.	Prompt Payments	<b><i>Noted</i></b>	<b><i>-</i></b>
7.	Finance Business Plan 2024/25 Update	<b><i>Noted</i></b>	<b><i>-</i></b>
8.	Management Accounts Period 10	<b><i>To recommend that Council approve the creation of a Strategic Events Reserve and authorise the Chief Finance Officer to transfer £350,000 out of the current year surplus into that reserve to be utilised in the support of the Open Championship in 2025/26</i></b>	<b><i>June 2025</i></b>

9.	Scheme of Allowances 2025/26	<b>To recommend that Council approve the scheme of allowances for 2025/26 as tabled and authorises the Chief Finance Officer to implement any further amendments as and when announced by the Department for Communities for the same period</b>	-
10.	Scheme of Allowances 2024/25	<b>Noted</b>	-
11.	Budget Process and Timetable	<b>To recommend that Council approve the revised Rates Setting Process and timetable for the 2026/2027 budget process as set out</b>	-
12.	Coleraine BID Service Level Agreement	<b>To recommend that Council approves the Service Level Agreement as previously circulated</b>	-
13.	Correspondence		-
13.1	Supplementary Consultation on Domestic Rating Measure – Consultation Paper	<b>To recommend that Council:- resubmit the previous response to departmental consultation on the two areas specified.</b>	
13.2	SUB-0025-2025 Letter to SOLACE – Advance Copy of Domestic Rating Consultation		
13.3	Supplementary Consultation on Domestic Rating Measures Document (D5.27.01.25)		
14.	Matters for Reporting to Partnership Panel	<b>None</b>	<b>n/a</b>
	<b>In Committee (Item 15)</b>		
15.	Debt Management	<b>Noted</b>	-

<b>16.</b>	Any Other Relevant Business (notified in accordance with Standing Order 12 (0))	<b><i>None</i></b>	<b><i>n/a</i></b>

**MINUTES OF THE PROCEEDINGS OF THE  
FINANCE COMMITTEE HELD  
IN THE COUNCIL CHAMBER, AND VIA VIDEO CONFERENCE,  
ON THURSDAY 13 MARCH 2025 AT 7.00PM**

**In the Chair:** Councillor Huggins (C)

**Members Present:** Alderman Knight-McQuillan (C), Scott (R)  
Councillors Holmes (R/C), Kane (C), Kyle (R), McGurk  
(R), Mairs (C), McQuillan (R), Nicholl (R), Wilson (R),  
Wisener (C)

**Officers Present:** D Wright, Chief Finance Officer (C)  
J Culkin, Management Accountant (C)  
L Clyde, Financial Accountant (C)  
I Owens, Committee & Member Services Officer (C)  
A Lennox, ICT Officer (C)

**In attendance:** Press 2 no. (R)

**Key:** (R) Attended Remotely  
(C) Attended in the Chamber

**Substitutions:** Councillor MA McKillop substituted for Councillor Schenning

The Chief Finance Officer undertook a roll call.

The Chair advised Committee of its obligations and protocol whilst the meeting was being audio recorded.

**1. APOLOGIES**

Apologies were recorded for Alderman Callan and Coyle, Councillor Peacock and Schenning.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**3. MINUTES OF FINANCE COMMITTEE MEETING HELD THURSDAY 23<sup>rd</sup> JANUARY 2025**

Copy previously circulated.

**AGREED** –the Minutes of the Finance Committee meeting held Thursday 23<sup>rd</sup> January 2025 were confirmed as a correct record.

#### **4. MANAGEMENT ACCOUNTS PERIOD 9**

Report, previously circulated presented by the Chief Finance Officer.

##### **Purpose of Report**

The purpose of this report is to present the current management accounts to Council for information and analysis.

##### **Background**

Causeway Coast and Glens Borough Council (CC&GBC) consists of 4 legacy councils that merged on 1 April 2015 into 1 council. The council is currently made up of 3 directorates (Leisure and Development, Environmental Services, Corporate Policy and Resources) and includes a Planning, Finance and Legal department, that are reported separately in this report. The Annual Budgeted Spend for 2024/25 controlled by the Directorates is £82.410m (excludes depreciation, actuarial adjustments, provisions, accumulated absences, and it is these figures that change the figures in the Audited Accounts). Gross Income is budgeted at £81.978m the difference being a budgeted applied balance of £0.432m for the year.

##### **Financial Overview by Directorate**

The table, previously circulated, details a summary of the financial position at period 9 (up to and including 31 December 2024):

The report provided analysis under the following paragraphs:

Leisure And Development Directorate

Environmental Services Directorate

Corporate Services

Chief Executive

Finance, Investment Income, Interest and Rates

Capital Expenditure

Cashflow

The Chief Finance Officer advised that Management Accounts for Period 9 should be considered as read due to no Finance Committee being held in February and given that Period 10 accounting figures were scheduled later in the Committee for consideration.

Finance Committee NOTED the report.

## 5. ACTUAL PENNY PRODUCT FORECAST

For information report, previously circulated presented by the Chief Finance Officer.

### Purpose of Report

The purpose of this report is to inform members of the latest Actual Penny Product (APP) forecast supplied by Land and Property Services (LPS).

### Background

LPS has issued to Councils the latest informal monthly forecast as at 31 January 2025. The forecast for Causeway Coast and Glens Borough Council has been based on in year assumptions for both formal and interim forecasts as detailed below:

### Monthly Analysis

Month	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Forecast	£558	£625	£647	£718	£780	£710	£744	£823

All figures £'000

### Additional analysis

The figures indicate a significant projected finalisation in terms of rates income for Council however whilst there still remains a level of uncertainty on these figures as we approach year end there can be an increased confidence that it will require something of major significance to materially impact them. It is however an excellent position to be in at this point in the year and does give optimism that there is some growth in the rates base giving Council somewhat of a buffer should negative market forces arise.

### APP analysis

The tables, previously circulated, set out the analysis of the APP forecast for the current financial year in terms of both domestic and non-domestic properties.

### Revaluations

There are still a number of outstanding revaluation challenge cases and whilst they could impact on our APP for 2024/25 most of the significant challenges have by now been dealt with.

### Recommendation

**It is recommended that** Council note the report.

The Chief Finance Officer provided narrative and advised that only circumstances of fairly significant magnitude would materially adversely affect the good position which demonstrates growth and further enhances the in year position.

Finance Committee NOTED the report.

## **6. PROMPT PAYMENTS**

For information report, previously circulated presented by the Financial Accountant

### **Background**

Department for communities (DfC) requires Council to record and publish statistics regarding the payment of supplier invoices with specific reference to two distinct measures namely invoices paid within 10 working days and invoices paid within 30 calendar days.

### **Detail**

These figures are published on a quarterly basis by DfC with Councils required to do likewise. The purpose of the statistics is to encourage Councils to support businesses especially those local and/or small businesses for whom cash flow is of vital importance to their continued survival. In addition, as part of Council's performance improvement plan for this year the payment of our suppliers has been identified as one of the performance improvement objectives with a target of 90% of suppliers being paid within 30 calendar days. The tables below detail Council's performance since April 2022 the latest data being for quarter 4 of 24/25 year, up to and including end of February 2025.

### **Analysis**

The statistics will be continually monitored to ensure the performance levels are maintained and where possible improved. Council's self-imposed target remains at 90%

of invoices being paid within 30 days. During February 90.51% (January 86.48%) of invoices were paid within 30 days, the slight dip in performance for January possibly being as a result of the seasonal holidays, for the entirety of the current year thus far we are showing 91.27%. This does represent a marked improvement in performance from 2023/24 which was 87.32% for the entire year but we can't let performance slip in the remaining months if we are to maintain this level.

Prompt Payment Statistics 2022/2023									
				Q1	Q2	Q3	Q4	Total	
Total No of Invoices				6461	6090	6825	6265	25641	
Total amount paid				£ 17,214,458	£ 17,078,164	£ 12,851,511	£ 35,804,964	£ 82,949,097	
Number of invoices paid within 10 days				4446	3487	4806	4628	17367	
% of invoices paid within 10 days				68.81%	57.26%	70.42%	73.87%	67.73%	
Number of invoices paid within 30 days				5872	5267	6252	5829	23220	
% of invoices paid within 30 days				90.88%	86.49%	91.60%	93.04%	90.56%	
Number of invoices paid outside 30 days				589	823	573	436	2421	
% of invoices paid outside 30 days				9.12%	13.51%	8.40%	6.96%	9.44%	
No. of Disputed Invoices				33	35	61	20	149	
% of disputed invoices				0.51%	0.57%	0.89%	0.32%	0.58%	
Average Payment Days				16.24	18.55	15.92	14.28	16.22	
Prompt Payment Statistics 2023/2024									
				Q1	Q2	Q3	Q4	Total	
Total No of Invoices				6512	7263	6847	7031	27653	
Total amount paid				£ 23,864,802	£ 17,139,245	£ 13,837,183	£ 13,491,210	£ 68,332,440	
Number of invoices paid within 10 days				3675	5233	5444	5774	20126	
% of invoices paid within 10 days				56.43%	72.05%	79.51%	82.12%	72.78%	
Number of invoices paid within 30 days				5398	6232	6215	6301	24146	
% of invoices paid within 30 days				82.89%	85.80%	90.77%	89.62%	87.32%	
Number of invoices paid outside 30 days				1114	1031	632	730	3507	
% of invoices paid outside 30 days				17.11%	14.20%	9.23%	10.38%	12.68%	
No. of Disputed Invoices				33	162	35	169	399	
% of disputed invoices				0.51%	2.23%	0.51%	2.40%	1.44%	
Average Payment Days				18.71	15.59	11.36	13.58	14.64	
Prompt Payment Statistics 2024/2025									
				Q1	Q2	Q3	Q4*	Total	
Total No of Invoices				6890	7030	7234	4270	25424	
Total amount paid				£ 15,645,094	£ 14,616,411	£ 13,040,366	£ 7,017,113	£ 50,318,984	
Number of invoices paid within 10 days				5304	5316	5820	3097	19537	
% of invoices paid within 10 days				76.98%	75.62%	80.45%	72.53%	76.84%	
Number of invoices paid within 30 days				6274	6336	6813	3782	23205	
% of invoices paid within 30 days				91.06%	90.13%	94.18%	88.57%	91.27%	
Number of invoices paid outside 30 days				616	694	421	488	2219	
% of invoices paid outside 30 days				8.94%	9.87%	5.82%	11.43%	8.73%	
No. of Disputed Invoices				37	54	40	27	158	
% of disputed invoices				0.54%	0.77%	0.55%	0.63%	0.62%	
Average Payment Days				11.86	11.64	9.84	13.07	11.43	
*Incomplete period									



Finance Committee NOTED the report.

## **7. FINANCE BUSINESS PLAN 2024/25**

For information report, previously circulated presented by the Chief Finance Officer.

### **Purpose of Report**

The purpose of this report is to present to Council an update on the Finance department's Business Plan for 2024/25.

### **Background**

Each Council section is required annually to provide Council with a Business Plan for approval and a subsequent 6 month update on progress.

### **Recommendations**

It is recommended that the Finance Committee note the progress of the Finance Department Business Plan as detailed in the appendix, previously circulated.

The Chief Finance Officer pointed to the updated information showing progress on the Finance Business Plan since this time last year explaining that one Priority 1 recommendation was outstanding with the ultimate goal being no Priority 1 recommendations outstanding.

Finance Committee NOTED the report.

- \* **Councillor Holmes arrived in The Chamber at 7.08 pm, having previously attended remotely.**

## **8. MANAGEMENT ACCOUNTS PERIOD 10**

Report, previously circulated, was presented by the Management Accountant.

### **Purpose of Report**

The purpose of this report is to present the current management accounts to Council for information and analysis.

### **Background**

Causeway Coast and Glens Borough Council (CC&GBC) consists of 4 legacy councils that merged on 1 April 2015 into 1 council. The council is currently made up of 3 directorates (Leisure and Development, Environmental Services, Corporate Policy and Resources) and includes a Planning, Finance and Legal department, that are reported separately in this report. The Annual Budgeted Spend for 2024/25 controlled by the Directorates is £82.410m (excludes depreciation, actuarial adjustments, provisions,

accumulated absences, and it is these figures that change the figures in the Audited Accounts). Gross Income is budgeted at £81.978m the difference being a budgeted applied balance of £0.432m for the year.

### **Financial Overview by Directorate**

The table, previously circulated, details a summary of the financial position at period 9 (up to and including 31 December 2024):

The report, previously circulated, provided analysis under the following paragraphs:

Leisure And Development Directorate

Environmental Services Directorate

Corporate Services

Chief Executive

Finance, Investment Income, Interest and Rates

Capital Expenditure

Cashflow

### **Summary**

#### **Year-end Considerations**

At the recent rates setting process some consideration was given to the inclusion of a budget to cover the cost of supporting the hosting of the Open Championship at Royal Portrush 2025. No budgetary inclusion was made within the rates estimates but rather this cost could be met from the excellent current year position. This could be done by creating a reserve for this purposes and moving funds into that reserve, the budget requiring being £350,000.

#### **Recommendation**

It is recommended that Council approve the creation of a Strategic Events Reserve and authorise the Chief Executive Officer to transfer £350,000 out of the current year surplus into that reserve to be utilised in the support of the Open Championship in 2025/26.

The Chief Finance Officer provided further narrative in relation to year end projections and provided estimated figures for best, worst and likely case scenario and reminded the Committee that the strong position would not be repeatable in the next financial year due to the uniqueness of the income generation source for this financial year.

The Chief Finance Officer invited the Committee to consider the recommendation within the report in relation to support of The Open Championship in 2025/26 which had not been budgeted in rates.

The Chair agreed that this recommendation made total sense.

Councillor Kane concurred with the Chair and suggested that this be considered in the long term for other high profile events associated with Council and ask the Chief Finance Officer to explore options.

The Chief Finance Officer agreed this was a valid point and could be utilized at members discretion for further events and agreed to bring back a report by June 2025.

Alderman Knight McQuillan referred to Armed Forces Day as an example of possible use for this type of reserve fund.

\* **Councillor Nicholl joined the meeting remotely at 7.15 pm.**

Proposed by Councillor Kane  
Seconded by Alderman Knight-McQuillan and

**AGREED** - to recommend that Council approve the creation of a Strategic Events Reserve and authorise the Chief Finance Officer to transfer £350,000 out of the current year surplus into that reserve to be utilised in the support of The Open Championship in 2025/26.

Finance Committee NOTED the report.

## **9. SCHEME OF ALLOWANCES 2025/26**

Report, previously circulated, was presented by the Chief Finance Officer.

### **Purpose of Report**

This reports provides an information to members regarding the Scheme of Allowances for 2025/2026 in light of updated Department Guidance, LG15/24 issued in December 2024.

### **Background**

Causeway Coast and Glens Borough Council must establish a scheme of allowances payable to Members annually. The scheme provides for the payment of allowances to Councillors on the basis that:

- 1 – The maximum level of basic allowance as determined by the Department for Communities (DfC) is paid
- 2 – The maximum level of carers allowances as determined by the DfC are paid
- 3 – The maximum level of mileage rates as determined by the DfC are paid
- 4 – Councillors' payments are made on the third last banking day of each month

### **Detail**

The scheme of allowances for 2025/26, a copy of which has been included with this report, considers a number of factors:

- 1 – basic allowance – remains at 2024/25 level – an increase has been budgeted for in the 2025/26 estimates pending Departmental review of basic allowance
- 2 – mileage rates
- 3 – increases in rates for dependant carer's allowance in line with the National Living Wage
- 4 – Special Responsibility Allowance (SRA)

The four items are in keeping with the normal periodic update of the scheme of allowances.

### **Amendments**

Circular LG 15/24 (attached as an appendix) from DfC dated December 2024 sets out the revised consolidated Councillor's Allowances guidance, as our scheme is predicated on the inclusion of the maximum rates allowable under departmental guidance any updates to rates of basic allowance will be automatically applied should Council approve this report. The Basic allowance remains at £17,456 per annum, it should be noted that an increase had been allowed for in the rates estimates for 2025/26. Other changes include the hourly and maximum monthly rates payable in respect of dependant carer's allowance.

### **Recommendation**

**It is recommended that** Council approve the scheme of allowances for 2025/26 as tabled and authorises the Chief Finance Officer to implement any further amendments as and when announced by the Department for Communities for the same period.

Proposed by Councillor Wisener

Seconded by Alderman Knight-McQuillan and

**AGREED** - to recommend that Council approve the scheme of allowances for 2025/26 as tabled and authorises the Chief Finance Officer to implement any further amendments as and when announced by the Department for Communities for the same period.

## **10. SCHEME OF ALLOWANCES 2024/25 UPDATE**

For information report, previously circulated, was presented by the Chief Finance Officer.

### **Purpose of Report**

This reports provides an update to members regarding changes to the Scheme of Allowances in light of updated Department Guidance, LG15/24 issued in December 2024.

### **Background**

Causeway Coast and Glens Borough Council must establish a scheme of allowances payable to Members annually. The scheme provides for the payment of allowances to Councillors on the basis that:

- 1 – The maximum level of basic allowance as determined by the Department for Communities (DfC) is paid
- 2 – The maximum level of carers allowances as determined by the DfC are paid
- 3 – The maximum level of mileage rates as determined by the DfC are paid
- 4 – Councillors' payments are made on the third last banking day of each month

### **Detail**

The scheme of allowances for 2024/25 v2, a copy of which has been included with this report, considers a number of factors:

- 1 – basic allowance – increases to £17,456 – increase has been budgeted for in the 2024/25 estimates
- 2 – mileage rates
- 3 – rates for dependant carer's allowance
- 4 – Special Responsibility Allowance (SRA)

The four items are in keeping with the normal periodic update of the scheme of allowances.

### **Amendments**

Circular LG 15/24 (attached as an appendix) from DfC dated December 2024 sets out the revised consolidated Councillor's Allowances guidance, as our scheme is predicated on the inclusion of the maximum rates allowable under departmental guidance any updates to rates of basic allowance will be automatically applied Council having agreed this following the March 2024 Finance Committee. The update will be back dated to 1 April 2024 and will be included with March payments.

Finance Committee NOTED the correspondence.

## **11. RATES SETTING PROCESS AND TIMETABLE**

Report, previously circulated, was presented by the Chief Finance Officer.

### **Purpose of Report**

The purpose of this report is to present to Council an updated Rates Setting process and timetable for 2026/27.

## **Background**

District councils are obliged under legislation, Section 3 of the Local Government Finance Act (Northern Ireland) 2011, as part of the annual budget procedures to submit estimates of income and expenditure of the council for the next financial year. Regulation 3 of the Local Government (Capital Finance and Accounting) Regulations (Northern Ireland) 2011 states the prescribed date for the annual budget for a financial year beginning on or after 1st April 2012 shall be 15<sup>th</sup> February. This report recommends a process and timetable for the annual Council budget setting.

2025/2026 Rates setting cycle saw the implementation of a new process and timetable.

One minor recommendation has arisen from that process which is a procedural one that had not been anticipated in advance of implementation. This concerns the reporting line of the Finance Committee.

Management have determined that to avoid a repeat of that procedural issue that in January of each year there will be two Finance Committee meetings, one dealing with regular monthly business reporting to the regular Council meeting and a second rates estimates Finance Committee reporting to the Rates Strike meeting. Both meeting can take place on the same evening, the rates estimates Finance Committee meeting occurring immediately after the regular monthly meeting. A revised rates setting process and timetable has been attached as Appendix 1 to this report, previously circulated.

## **Recommendation**

**It is recommended that** Council approve the revised Rates Setting Process and timetable for the 2026/2027 budget process as set out in Appendix 1, previously circulated.

The Chief Finance Officer reflected on the simplified process for Rates Setting this year and advised that to further assist a smoother process next financial year there would be two Finance Committee meetings in January 2026 held on the same evening; One regular Finance Committee will report to the February Council Meeting and a second will be tabled in correlation with the Rates Setting meeting in February.

Councillor Holmes pointed to a much smoother rates setting process this financial year than in past years when the process was elongated and thanked the Finance team. Councillor Kane concurred with Councillor Holmes and expressed thanks to Committee Chair, Finance team and Chief Finance Officer.

Proposed by Councillor Holmes  
Seconded by Councillor Kane and

**AGREED** – to recommend that Council approve the revised Rates Setting Process and timetable for the 2026/2027 budget process as set out in Appendix 1, previously circulated.

## **12 COLERAINE BID INVOICE ADMINISTRATION**

Report, previously circulated, was presented by the Chief Finance Officer.

### **Purpose of Report**

The purpose of this report is to inform members of the implications of the renewed Coleraine Business Improvement District (BID) for another 5-year cycle.

### **Background**

In 2018 the Coleraine BID was formed following a successful ballot of business with the BID area.

In September 2025 a ballot of the relevant businesses was taken with a view to extending the work of the BID Company for a further 5 years, that ballot was successful.

Under the enabling legislation regarding BIDS the local Council is designated as the billing and collection authority for the BID levy which will fund the programme. This involves raising an invoice to each business and the collection of the levy as set out in the invoice including, if necessary, any debt collection actions against defaulters. The collection process will be handled in line with Council's current Debt Management Policy.

A service level agreement (SLA) between Council and the BID Company sets out the administration, roles and responsibilities for each party within this process.

A copy of the SLA for the new BID period is attached as an appendix to this report, the SLA has been reviewed by Council and any amendments have been agreed with the BID company.

Under the new BID the number of invoices requiring processing by Council has reduced and therefore the fee being charged by Council is reduced to £3,000 per annum.

### **Recommendation**

**It recommended that Council** approves the Service Level Agreement previously circulated.

Proposed by Councillor Wisener  
Seconded by Councillor Mairs and

**AGREED** – to recommend that Council approves the Service Level Agreement as previously circulated in the appendix to this report.

### **13. CORRESPONDENCE**

Correspondence previously circulated, was presented by the Chief Finance Officer.

#### **13.1 Supplementary Consultation on Domestic Rating Measure – Consultation Paper**

#### **13.2 Sub-0025-2025 Letter to SOLACE – Advance Copy of Domestic Rating Consultation**

#### **13.3 Supplementary Consultation on Domestic Rating Measures Document (D5.27.01.25)**

The Chief Finance Officer confirmed that the correspondence at Items 13.1 and 13.3 above were the same document and were placed on the Agenda to show the timeline of receipt and that the purpose was to seek views on measures previously consulted on. The Chief Finance Officer said that with the permission of the Committee he would submit a response in line with previous consultation response.

At the request of Councillor Holmes the Chief Finance Officer confirmed that the previous consultation submission from Council was in support of increasing the maximum capital value cap and against the reduction in the early payment discount.

Councillor Holmes said it was important to reiterate the importance of maximising the capital value cap bearing in mind the issue of the value of second homes in the area resulting in reduced income to Council.

Proposed by Councillor Holmes  
Seconded by Alderman Knight-McQuillan and

**AGREED** – to recommend that Council:-  
resubmit their previous response to previous consultation on the two items specified in the correspondence.

### **14. MATTERS FOR REPORTING TO PARTNERSHIP PANEL**

There were no matters for reporting to Partnership Panel.

#### ***MOTION TO PROCEED ‘IN COMMITTEE’***

Proposed by Alderman Knight-McQuillan  
Seconded by Councillor Wisener and

**AGREED** – to recommend that Finance Committee move ‘*In Committee*’.



\* **Press left the meeting at 7.25 pm.**

***The information contained in the following items is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.***

The Chair reminded Committee of the audio recordings procedure.

## **15. DEBT MANAGEMENT**

Confidential report by virtue of paragraph (s) 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014, previously circulated, was presented by the Chief Finance Officer.

### **Purpose of Report**

This report informs members of the current position surrounding debt owed to the Council by its customers.

### **Background**

Council implemented a revised Debt Management Policy in July 2023.

The tables below set out the total debt position as at 28 February 2025 and compares this to the position at 28 February 2024.

### **Detail – Aged Debt Analysis**

As at 28 February 2024 and 2025 were previously circulated.

Movement and comparison between last year and this year (28 February 2025 and 28 February 2024)

### **Over 90 Days analysis**

The table, previously circulated, details the status of any debt which was over 90 days in excess of £10 currently (excluding third party invoices and direct debit accounts):

The table, previously circulated, sets out such debts that have been cleared since the last report in January:

### **Options**

#### **Debt write-off under £1,000**

In accordance with our debt management policy I am required to report to Council any debts under £1,000 which the Chief Finance Officer has the authority to write-off. There is one such debt this month as detailed below (circulated).

#### **Debt Write-off over £1,000**

In accordance with our debt management policy, Council approval is sought in order to write off any debts in excess of £1,000. There are no such debts this month.

At the request of Councillor Kane the Chief Finance Officer and the Financial Accountant provided clarity on debts detailed within the report, previously circulated.

The Chief Finance Officer said that he had raised at the Finance Working Group the issue of late payments from Central Government and that despite statistics from them stating 100% payment of debts by 10 days these type of debts appear in the 90 day debt column for local Councils. The Chief Finance Officer encouraged Elected Members to lobby in this regard.

**13. ANY OTHER RELEVANT BUSINESS (NOTIFIED IN ACCORDANCE WITH STANDING ORDER 12 (O))**

There were no items of Any Other Relevant Business.

***MOTION TO PROCEED 'IN PUBLIC'***

Proposed by Alderman Knight-McQuillan  
Seconded by Councillor Kane and

**AGREED** – to recommend that Finance Committee move '*In Public*'.

This being all the business, the Chair thanked Elected Members for their attendance and the meeting closed at 7.35pm.

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Chair