

# THE COLLECTION FUND SUITE

## Essential Assurance for Every Authority



- › Worried about getting your Collection Fund completed on time?
- › Need a reliable and proven service to help support you?
- › Tired of challenging discussions with your auditors every closedown?
- › No clear line of sight between your ledger, revenues system, returns and accounts?
- › Determined to manage timing differences from your NDR1 return?
- › Difficulties in estimating your January surpluses and deficits?



Then our **Collection Fund Suite** is tailor-made to help.

**NEW FOR  
2025/26**

Fully updated  
and expanded  
reconciliations  
and cross-checks

Preparing for  
Reset and the  
Multipliers Bill

Amended levy  
and safety net  
regulations

Impact of Revaluation  
2023 and the settled  
accrual in 2024/25 closing

# The most comprehensive tool dedicated to Collection Fund Accounting, Monitoring and Budgeting

Accounting, monitoring and budgeting for Council Tax and Business Rates income has become ever-more complex, with decisions taken having major audit and resource implications.

Assumptions made can lead to dramatic, and sometimes unexpected, timing differences; lost resources; misleading medium-term financial plans; and difficult discussions with your auditors.

At the same time, hard-pressed authorities are suffering from a lack of dedicated resources in this highly specialist field, often struggling to recruit practitioners.

## Giving you and your stakeholders confidence at every step

Our models and support are specifically designed to address the complexities and risks associated with the Collection Fund, giving you and your stakeholders essential assurance at every step. The Suite comprises three modules, which focus on inter-related aspects of Council Tax and Business Rates. It also includes webinars on closedown, NNDR1 completion and use of the models.

### How the Collection Fund Suite Benefits You

- › Provides robust audit evidence and clear audit trail, minimising queries

› Reconciliations and checks deliver full assurance on outputs

› Achieves compliance with regulatory requirements on the calculation and allocation of council tax and business rates surpluses/deficits
- › Simplifies Collection Fund accounting, through a suggested ledger coding structure, including draft journals

› Ensures that your resource projections reflect your returns

		AUTHORITY TYPE			
		BENEFIT	BILLING AUTHORITIES	PRECEPTING AUTHORITIES	BUSINESS RATES POOLS
MODULE 1	Council Tax and Business Rates Accounting Model	Takes the pain and complexity out of Collection Fund accounting	Detailed individual models for completion locally and completed with published data, and webinars supporting closedown	Summary models, bringing together billing authorities' combined position for completion locally and completed with published data, and webinars supporting closedown	Summary models, for completion locally and completed with published data, bringing together pool authorities' combined position and calculating the pool position, showing accounting entries, and the apportionment of benefit
	2024/25 Accounting				
MODULE 2	Council Tax and Business Rates Monitoring Models	Ensures your understanding of resource implications and changes throughout the annual cycle, based on 'bottom-up' monitoring, and producing surplus/deficit estimates	Detailed individual models, including analysis of the position over time and allowing for adjustment and scenario planning	Collation and presentation of billing authorities' projections, with summary of key variances	Updated in-year pooling forecast, bringing together the pool position and resulting apportionment of benefit
	2025/26 Monitoring				
MODULE 3	NNDR1 Return Completion Review	Provides confidence in knowing your authority's position compared to previous years, against other authorities, and the resources that should therefore be received under the rates retention scheme	Webinar training to support completion and review and report on your draft return. Updated resource projections, if you make changes to the form prior to submission	Collation and presentation of billing authorities' returns, analysing differences across the area, and presenting the resulting position for your authority	Pooling forecast and draft payment schedule for 2026/27, using the NNDR1 returns from pool members
	2026/27 Budgeting				



The **three modules** can be purchased individually, or as a **package**, at a **reduced rate**.

**£1,000** **SAVING** FOR FULL SUITE SUBSCRIBERS

# MODULE 1



*We were delighted by the highly positive feedback received on the Collection Fund Suite since its launch, and are pleased to have further expanded our service offering for 2025/26.*

**Caroline Newman**

Lead Advisor and Accounting Specialist, LG Futures

## Council Tax and Business Rates Accounting Models (2024/25 Accounting)

Our models assist authorities in complying with regulatory requirements and proper accounting practice, including the Comprehensive Income and Expenditure Statement and General Fund outturn.

Expert understanding of Collection Fund accounting is not essential for using the models (provided in readily accessible spreadsheet format), and they aim to improve understanding, as well as providing robust audit evidence.

### Key features:

- › A reliable and proven service, available to meet even the most challenging closedown timetables
- › Highly automated inputs, that minimise user interaction and maximise efficiency of completion
- › Assurance that outputs are recognised in the right proportions, place and amounts, in relevant accounting statements and associated notes
- › Facilitation of an effective chart of accounts approach
- › Updated and expanded reconciliations and cross-checks to avoid common issues
- › Recorded training webinars on preparing for closedown and use of the models

For business rates, as well as providing a pre-populated starting point and parameters, the model can be directly linked to the NNDR3, reducing the risk of input errors.

# MODULE 2



*Business rates has never been more complex or material to local government; it is therefore more important than ever to accurately monitor expected revenues throughout the year.*

**Chris Chaplin-Roberts**

Assistant Director and Business Partnering Specialist, LG Futures

## Council Tax and Business Rates Monitoring Models (2025/26 Monitoring)

As well as focus on tax due, monitoring requires comparing resources against budgets; including, for business rates, complicating factors such as Section 31 grants, disregarded amounts, and the levy/safety net.

Our monitoring models support billing authorities in understanding the full resource implications of council tax and business rates collection and produce the estimated surplus/deficit required to be made each January.

### Key features:

- › Outputs can be easily linked to budgets and medium-term financial plans
- › Comprehensive presentation of budgeted amounts from the NNDR1 and Council Tax Base/Council Tax Requirement returns
- › A clear line is established between council tax and business rates billed/collected and resources received
- › Authorities can readily complete the Part 4 in-year forecast at NNDR1 and produce the Council Tax January declaration
- › Ongoing updates for changes and published data, and support with Designated Areas (e.g. Freeports and Investment Zones)
- › Recorded training webinar on using the models

# MODULE 3



*The NNDRI is the only opportunity authorities have to pay resources from the Collection Fund to the General Fund. It is therefore vital that this is done with complete visibility of form entries and supporting decisions.*

**Lee Geraghty**

Managing Director and Financial Strategy Specialist, LG Futures

## Module 3 NNDRI Completion Review (2026/27 Budgeting)

**The NNDRI reports your authority's business rates estimates for the year ahead, including key decisions on bad debt and appeals provisions, which influence these forecasts and the resources available in-year.**

Authorities need to ensure that the amounts reported are their best estimates and that the resulting Collection Fund position, Section 31 grant and Levy/Safety Net and relevant reserves/volatility funds are accurately reflected within resource projections. Our support assists you to prepare for the completion of the NNDRI form with webinar training, and provides a comprehensive review, report and discussion on your form, prior to submission, and updated resource projections, reflecting any changes made.

### Key features:

- › Providing full understanding of opening balances (from NNDRI3) and the opening resource position
- › Supporting decisions on appeals and bad debts at NNDRI, including comparator authority benchmarking
- › Analytical review of the draft form, checking the figures included, and providing reassurance of robustness
- › Considering how your position impacts on levy or safety net payments; and, where relevant, pooling gains
- › Understanding the resource implications of the draft and final NNDRI form
- › Webinar on how to complete the NNDRI 2026/27



## Further Support

### Training

Our interactive training day is specifically designed to take you through the requirements of Collection Fund accounting, from theory to practice, using our comprehensive Collection Fund Suite models. It is an on-site course delivered at your authority, and tailored to the type of revenues system you use.

### Operational Support

Our Collection Fund Suite Models provide the tools for work to be completed locally, but we know that some authorities require further assistance with monitoring and accounting for the collection fund, and completing NNDRI/3. This may be due to staff changes, or as a result of mounting pressure caused by audit delays and other matters arising outside of authorities' control. Our operational support service therefore provides authorities with the opportunity to hand-over this work to our team of national experts.



**I was delighted to hear that LG Futures were offering bespoke support to complete the Collection Fund for us, and signed up straight away! We use the service every year, and this allows us to focus on other areas of the accounts whilst knowing that the Collection Fund is in safe hands with LG Futures' national experts.**

**Celia Yang**

Head of Corporate and Strategic Finance, City of Bradford Metropolitan District Council

### Strategic Support

Each year brings different challenges for business rates and council tax, with 2025/26 being the last year before Revaluation 2026, and new multipliers for Retail, Hospitality & Leisure, and high value hereditaments all planned for 2026/27. The government is also planning a Reset of Business Rates Baselines and a Funding Review to update Baseline Funding Levels.

The 2024/25 and 2025/26 NNDRI3 may therefore have a significant impact on your authority's future resources for years to come. Our strategic support service ensures that authorities are up to date with the latest changes and fully understand the implications of their decisions in closing the accounts.

# Our subscriber testimonials



**BARNET**  
LONDON BOROUGH



LG Futures' support assisted Barnet with its business rates projections, making direct links between the accounting entries and their funding implications. This enabled us to understand our base position and monitor the impact of Revaluation 2023, ensuring a robust medium-term forecast and optimising resources. We're very pleased to take-up all of their **Collection Fund Suite** modules once again for 2025/26.

**Anisa Darr**

Executive Director of Strategy & Resources (S151 officer), London Borough of Barnet



**Hertsmere**  
Borough  
Council



Hertsmere Borough Council has always used LG Futures' expert advice on funding and resource planning. We've also more recently received first-class support through their **Collection Fund Suite**. The Collection Fund Suite has greatly informed our decision-making and provided high quality working papers for audit.

**Matthew Bunyon**

Head of Finance and Business Services, Hertsmere Borough Council

## Your Next Step

To discuss further, or subscribe to the Collection Fund Suite, please get in touch:

Call: 01908 410 811 | Email: [collectionfundsuite@lgfutures.co.uk](mailto:collectionfundsuite@lgfutures.co.uk)

  
**LG FUTURE**S

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