

Committee:	Executive	Agenda Item No.:	
Date:	14 th January 2013	Status	Open
Category	3. Part of the Budget and Policy Framework		
Subject:	Arrears – Irrecoverable Items over £1000		
Report by:	Billing and Recovery Manager		
Other Officers Involved			
Director	Joint Director of Corporate Resources		
Relevant Portfolio Holder	<i>Social Inclusion</i>		

RELEVANT CORPORATE AIMS

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation.

To maintain sound Financial Management and continue to seek efficiency savings. As part of sound financial management it is necessary to recognise and deal with money owed where no further effective steps can be taken for recovery. This supports the provision of efficient Council services as it enables a focus to be maintained on those accounts which are collectable.

TARGETS

Does not apply to this report.

VALUE FOR MONEY

Ensuring that the limited resources are concentrated on recovery of debt that is collectable. Under current Council guidance, it has been considered not cost-effective to spend more money on outside agencies to take further action.

THE REPORT

IRRECOVERABLE ITEMS

Executive is requested to approve the write off of the under-mentioned irrecoverable items including costs amounting to £23,410.84 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
1	Council Tax	£1,431.47
5	Business Rates	£8,581.07
2	Sundry Debtors	£5,177.36
	Total	£15,189.90

No Trace		
No of Accounts	Type of Account	
1	Council Tax	£1,715.85
1	Business Rates	£4,303.35
2	Sundry Debtors	£2,201.74
	Total	£8,220.94

Where debtors leave the properties without forwarding addresses extensive efforts are made to trace them. In addition to departmental checks, statutory undertakers and other agencies are contacted, enquiries are made of neighbours and family or employers where known. Where it is known that a person has moved to another area contact is made with the relevant local authority to alert them and request reciprocal information.

ISSUES/OPTIONS FOR CONSIDERATION

Writing off the outstanding debts in respect of persons who are bankrupt or companies in liquidation or unable to trace.

IMPLICATIONS

Financial: The costs will be met from a provision for doubtful debts which has been agreed as part of the Council's budget.

Legal: None

Human Resources: None

RECOMMENDATION(S)

That approval is given to write off the irrecoverable items including costs amounting to £23,410.84 with the proviso that should any of the debts become collectable the amounts be re-debited.

REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION

In order that outstanding debts can be written off.

ATTACHMENTS: Y

SOURCE DOCUMENT: Official Receiver/ Internal records.

COUNCIL TAX: AMOUNTS FOR WRITE OFF - BANKRUPTCY

	<u>Account Reference</u>	<u>Lead Liab Name</u>	<u>Address</u>		<u>Account Balance</u>	<u>Liab From</u>	<u>Liab To</u>
1	901470911	FREEMAN,MRS ASHLEY	5 BELFMOOR CLOSE WHITWELL	£	1,431.47	01/04/2012 30/10/2011	01/04/2011 01/04/2011

£ 1,431.47

BUSINESS RATES: AMOUNTS FOR WRITE OFF: BANKRUPTCY/ LIQUIDATION

	<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>
1	800152683	S & H RECOVERY SERVICE	MORGANS GARAGE NEWBOUNDMILL LANE PLEASLEY	£ 108.12	01/04/20
2	800152709	S & H RECOVERY SERVICE	THE GARAGE ROTHERHAM ROAD NEW HOUGHTON	£ 1,068.66	01/04/20
3	800158621	BANNER MANAGEMENT SOLUTIONS	5 MIDLAND WAY BARLBOROUGH	£ 3,169.73	04/06/20
4	800166252	MRS JOANNE FLETCHER	CASTLE ARMS STATION ROAD BOLSOVER	£ 1,916.50	01/04/20 03/02/20
5	800166593	LEON MCBAIN	UNIT 13 PIT HILL LANGWITH	£ 2,318.06	01/04/20 01/04/20
				<u>£ 8,581.07</u>	

PROPOSED WRITE OFF OF SUNDRY DEBTORS - BANKRUPTCY /LI

<u>ACCOUNT NUMBER</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u> £	<u>DEBTOR</u>	<u>REASON FOR INVOICE</u>	<u>V</u>
28008	30165601 30170816	10.11.2011 07.02.12	1039.97 297.96	A FREEMAN 5 BELFMOOR CLOSE WHITWELL	OVER ALLOWED HOUSING BENEFIT	
15264	81716	17.02.11	3865.24	CAVAN PROPERTIES LTD 4 LAWRENCE PARK UNDERWOOD	GROUP REPAIR WORKS AT 107 VERNEY STREET NEW HOUGHTON	

£

COUNCIL TAX: AMOUNTS FOR WRITE OFF - NO TRACE

<u>Account Reference</u>	<u>Lead Liable Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liable From</u>	<u>Liable To</u>
1 901396066	SZMAJLO,MISS DOROTA	31 CHESTNUT DRIVE SHIREBROOK	£ 1,715.85	01/04/2012 01/04/2011 13/08/2010	15/04/2012 01/04/2012 01/04/2011
			<u>£ 1,715.85</u>		

BUSINESS RATES: AMOUNTS FOR WRITE OFF: NO TRACE

<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>
1 800160581	MR KARL W NORRIS	7 EREWASH ROAD BROOKHILL INDUSTRIAL EST PINXTON	£4,303.35	01/04/2011 16/03/2011	01/03/2012 01/04/2011
			<u>£4,303.35</u>		

PROPOSED WRITE OFF OF SUNDRY-DEBTORS OVER £1000.00

<u>ACCOUNT NO.</u>	<u>INVOICE NO.</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u>	<u>DEBTOR</u>	<u>REASON FOR INVOICE</u>
<u>63432</u>	30139035	21.12.10	156.00	J DRYSDALE	OVER ALLOWED
	30139048	21.12.10	520.00	C/O 23 SPRINGFIELD AVENUE	HOUSING BENEFIT
	30146277	09.04.11	430.86	SHIREBROOK	
57480	30120581	26.05.10	544.18	J A MARTIN	OVER ALLOWED
		29.05.10	3.92	13 KIRKOSWALD ROAD	HOUSING BENEFIT
		02.11.10	645.78	MOTHERWELL SCOTLAND	