

Committee:	Executive	Agenda Item No.:	17.
Date:	28 th May 2012	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	Director of Corporate Resources		
Relevant Portfolio Holder	Councillor E. Watts, Leader of the Council		

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 £28,322.21 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
1	Council Tax	£1,526.62
2	Business Rates	£18,780.42
	Total	£20,307.04

No Trace		
No of Accounts	Type of Account	
5	Council Tax	£6,167.82
1	Business Rates	£1,847.35
	Total	£8,015.17

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

That approval is given to write off the irrecoverable items including costs amounting to £28,322.21 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 - BANKRUPT

<u>Account Reference</u>	<u>Lead Liable Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liable From</u>	<u>Liable To</u>	<u>Bill Balance</u>
1 90118795X	HAVENHAND,MS SARAH ELIZABETH	7 DUKE STREET CRESWELL S80 4AS	£1,526.62	01/04/2009	01/04/2010	£908.22
				01/04/2010	01/04/2011	£305.59
				01/04/2011	20/10/2011	£312.81
			<u>£1,526.62</u>			

BUSINESS RATES: AMOUNTS FOR WRITE OFF: BANKRUPT/ LIQUIDATION

	<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1	800130884	HAWKS INNS NORTH LTD	NAGS HEAD NORTH ROAD CLOWNE	£ 3,883.42	01/04/2011	07/02/2012	£ 3,883.42
2	800166038	ENTERPRISE SERVICE LTD	3 MAISIES WAY SOUTH NORMANTON	£ 14,897.00	18/03/2011 21/03/2011 01/04/2011	21/03/2011 01/04/2011 18/10/2011	£ 200.76 £ 736.13 £13,960.11
				<u>£ 18,780.42</u>			

COUNCIL TAX: 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>	<u>Bill Balance</u>
1	900489009	BREWSTER,MS CHARMAINE	2 CHESTNUT COURT PINXTON NG16 6HJ	£ 128.67	20/05/2002	14/09/2002	£ 128.67
2	900524693	BREWSTER,MS CHARMAINE	82 THE WOODLANDS LANGWITH NG20 9BY	£ 2,138.39	01/04/2009 01/04/2010 19/07/2010 01/04/2011	01/04/2010 19/07/2010 01/04/2011 05/06/2011	£ 749.63 £ 361.71 £ 792.87 £ 234.18
3	900593447	DARWENT,MR MICHAEL W	101 SELWYN STREET HILLSTOWN S44 6LS	£ 1,643.93	01/04/2006 01/04/2007 01/04/2008	01/04/2007 01/04/2008 19/06/2008	£ 590.15 £ 795.26 £ 258.52
4	901407267	ADAMCZYK,MR ROMAN	71A MAIN STREET SHIREBROOK NG20 8AN	£ 1,208.98	01/03/2010 01/04/2010 01/04/2011	01/04/2010 01/04/2011 16/08/2011	£ 130.20 £1,060.72 £ 18.06
5	901419621	PETRYKOW,MR JARENEUSZ	3 RECREATION DRIVE SHIREBROOK NG20 8RG	£ 1,047.85	06/09/2010 01/04/2011	13/02/2011 02/12/2011	£ 509.97 £ 537.88
				£ 6,167.82			

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>	<u>Bill Balance</u>
1 80015986X	MR JIM DOUBLE	THE SUMMIT CARTER LANE SHIREBROOK	£1,847.35	18/10/2010 01/04/2011	01/04/2011 06/06/2011	£1,402.28 £ 445.07
			<u>£1,847.35</u>			