

Committee:	Executive	Agenda Item No.:	6.
Date:	24 th September 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 £49,713.22 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
2	Council Tax	£3,382.69
6	Business Rates	£19,275.52
1	Sundry Debtors	£5,328.99
	Total	£27,987.20

No Trace		
No of Accounts	Type of Account	
7	Council Tax	£9,618.95
3	Business Rates	£4,903.42
2	Sundry Debtors	£7,203.65
	Total	£21,726.02

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 £49,713.22 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 Liable Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liable From</u>	<u>Liable To</u>	<u>Bill Balance</u>
1	901315492	SUNDERLAND,MISS LAURA	63 NEW SCOTT STREET LANGWITH NG20 9BP	£ 1,115.47	01/04/2011 01/04/2012	01/04/2012 01/04/2013	£ 366.81 £ 748.66
4	901213657	BARLOW,MR CHRISTOPHER J	2 PEVERIL ROAD TIBSHELF DE55 5LQ	£ 2,267.22	01/04/2008 01/04/2009 01/04/2010 12/09/2010 01/04/2011	01/04/2009 01/04/2010 12/09/2010 01/04/2011 06/05/2011	£ 491.00 £1,083.17 £ 519.68 £ 72.36 £ 101.01
				£ 3,382.69			

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>	<u>Liabile To</u>	<u>Bill Balance</u>
1 800060308	MR CHRIS MARSDIN	ROSE & CROWN SHEFFIELD ROAD CRESWELL	£ 3,612.98	01/04/2010 01/04/2011	01/04/2011 01/01/2012	£ 624.00 £ 2,988.98
2 800133325	MR C J BARLOW	WHEATSHEAF INN 49 HIGH STREET TIBSHELF	£ 3,573.52	01/04/2008 01/04/2009 01/04/2010	01/04/2009 01/04/2010 18/11/2010	£ 687.23 £ 2,192.27 £ 694.02
3 800152594	ADVANCE MOTORING	18 GANDER LANE BARLBOROUGH	£ 1,661.82	01/04/2012	31/07/2012	£ 1,661.82
4 800162386	NKG ENGINEERING	UNITS 2 & 3 AT 16 PLYMOUTH AVENUE BROOKHILL INDUSTRIAL ESTATE PINXTON	£ 1,202.55	01/04/2012	31/07/2012	£ 1,202.55
5 80016959X	NKG ENGINEERING	UNIT 1 AT 16 PLYMOUTH AVENUE BROOKHILL INDUSTRIAL ESTATE PINXTON	£ 4,804.85	30/10/2011 01/04/2012	01/04/2012 31/07/2012	£ 2,641.77 £ 2,163.08
6 800167267	MR RICHARD HEBDEN	ROSE & CROWN HIGH STREET BARLBOROUGH	£ 4,419.80	14/10/2010 01/04/2011	01/04/2011 21/10/2011	£ 3,798.19 £ 621.61
			<u>£ 19,275.52</u>			

PROPOSED WRITE OFF OF SUNDRY DEBTORS - BANKRUPTCY /LIQUIDATION

<u>INVOICE NUMBER</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u> £	<u>DEBTOR</u>	<u>REASON FOR INVOICE</u>	<u>WRITE-OFF AMOUNT</u>	<u>REASON FOR WRITE-OFF</u>
Various Invoices (33)	28.06.11 to 02.08.12	6046.99	L & M PLASTIC SOLUTIONS LTD UNITS J2 & L2 MILL 3 PLEASLEY VALE BUSINESS PARK	RENT, SERVICE AND ELECTRICITY CHARGES	5,328.99	COMPANY IN LIQUIDATION WEF 10.07.12
					<u>£ 5,328.99</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	901388088	SHEEHAN,MR ANDREW	STAINSBY MILL COTTAGE STAINSBY S44 5RW	£	1,216.26	23.06.2010	31/03/2011	£1,216.26
2	901440366	MCALLISTER,MRS ANN-M	50 HIGH STREET CLOWNE S43 4JU	£	579.85	02.05.2011	01/11/2011	£ 579.85
3	901286663	HERBERT,MR RICKY	116 WELBECK STREET CRESWELL S80 4AZ	£	80.70	01.04.2011	29/06/2011	£ 80.70
4	901116407	CHIGBUNDU,MR LENIN	140 CROMPTON STREET NEW HOUGHTON NG19 8TJ	£	4,353.84	01.04.2006 01.04.2007 01.04.2008 01.04.2009 01.04.2010 01.04.2011	01/04/2007 01/04/2008 01/04/2009 01/04/2010 01/04/2011 16/05/2011	£ 694.12 £ 608.54 £ 716.26 £1,072.73 £1,088.90 £ 173.29
5	900767867	PARKIN,MISS KAREN L	17 PEAR TREE DRIVE SHIREBROOK NG20 8HA	£	1,209.50	01.04.2004 01.04.2005	01/04/2005 01/04/2006	£ 568.60 £ 640.90
6	900896732	CLARKSON,MR WAYNE	40 MANSFIELD ROAD SOUTH NORMANTON DE55 2ER	£	1,004.87	01.04.2007 01.04.2008	01/04/2008 13/11/2008	£ 727.87 £ 277.00
7	901396262	SAWYER,MR MARK	46 HADDON STREET TIBSHELF DE55 5QA	£	1,173.93	31.08.2010 01.04.2011	01/04/2011 11/09/2011	£ 658.51 £ 515.42
					£ 9,618.95			

BUSINESS RATES: 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>	<u>Bill Balance</u>
1	800156095	MR P & MRS A HENSTOCK	SUN INN TOWN STREET PINXTON	£2,715.36	01/04/2011	16/11/2011	£2,715.36
2	800166708	MR KEVIN WRIGHT	SUN INN TOWN STREET PINXTON	£1,032.95	16/11/2011	23/01/2012	£1,032.95
3	800168413	D CLARK & SONS	UNIT 4 CASTLE INDUSTRIAL ESTATE BOLSOVER	£1,155.11	24/05/2011 01/04/2012 24/05/2012	01/04/2012 24/05/2012 31/05/2012	£ 962.78 £ 169.89 £ 22.44
				<u>£4,903.42</u>			

PROPOSED WRITE OFF OF SUNDRY-DEBTORS OVER £1000.00 - NO TRACE

<u>ACCOUNT NO.</u>	<u>INVOICE NO.</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u>	<u>DEBTOR</u>	<u>REASON FOR INVOICE</u>	<u>WRITE OFF AMOUNT</u>	<u>REASON FOR WRITE OFF</u>
38247	30116184	06.04.10	3736.69	MR J PROCTOR GLEADTHORPE	OVER ALLOWED	3,736.69	CASE RETURNED FROM COLLECTING AGENT UNABLE TO COLLECT - NO TRACE OF DEBTOR
	30116197	06.04.10	71.38	LODGE MEDEN VALE	HOUSING BENEFIT RE 25 VICTORIA STREET CRESWELL	71.38	
17925	30025880	23.11.05	2011.72	MISS K PARKIN 27 PEAR TREE DRIVE	OVER ALLOWED	2,011.72	CASE RETURNED FROM COLLECTING AGENT UNABLE TO COLLECT - NO TRACE OF DEBTOR
	30025903	23.11.05	2294.12	SHIREBROOK	HOUSING BENEFIT RE 17 PEAR TREE DRIVE & 12 LIMES CRESCENT SHIREBROOK	1,164.62	
	30120934	01.05.10	219.24			219.24	ALL AVENUES TRIED
						<u>7,203.65</u>	