

Committee:	Executive	Agenda Item No.:	12.
Date:	4 <sup>th</sup> March 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	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 £119,982.79 as itemised on the attached schedules.

<b>Bankruptcy/ Liquidation</b>		
No of Accounts	Type of Account	
1	Council Tax	£1,751.00
7	Business Rates	£102,872.73
	<b>Total</b>	£104,623.73

<b>No Trace</b>		
No of Accounts	Type of Account	
7	Council Tax	£11,533.46
1	Business Rates	£2,141.06
1	Sundry Debtors	£1,684.54
	<b>Total</b>	£15,359.06

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 £119,982.79 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 Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1	901309933	PRICE,MR CHRISTOPHER	9 MANSE AVENUE CRESWELL S80 4EE	£ 1,751.00	01/04/2009	01/04/2010	£ 558.26
					01/04/2010	01/04/2011	£ 792.74
					01/04/2012	01/04/2013	£ 400.00
				<u>£ 1,751.00</u>			

**BUSINESS RATES: AMOUNTS FOR WRITE OFF: BANKRUPTCY/ LIQUIDATION**

<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 800108886	MR MARK ANGLESEA	45 MILL STREET CLOWNE	£ 3,421.75	01/04/2012	28/11/2012	£ 3,421.75
2 800130445	TECHNIQUE TRAINING	3B MIDLAND COURT BARLBOROUGH	£ 26,325.49	01/04/2009 01/04/2010 01/04/2011 01/04/2012	01/04/2010 01/04/2011 01/04/2012 16/11/2012	£ 1,278.49 £13,734.49 £ 4,552.48 £ 6,760.03
3 800130543	TECHNIQUE TRAINING	UNIT 1A/1B & 2 MIDLAND WAY BARLBOROUGH	£ 57,973.08	01/04/2010 01/04/2011 01/04/2012	01/04/2011 01/04/2012 16/11/2012	£37,048.99 £ 423.02 £20,501.07
4 800142425	TECHNIQUE TRAINING	UNIT 2A MIDLAND PLACE BARLBOROUGH	£ 12,234.26	01/04/2009 01/04/2010	01/04/2010 01/04/2011	£ 1,355.58 £10,878.68
5 800168923	FIELD POWER SERVICES	UNIT 8 NEW BROOK BUSINESS PARK WEIGHBRIDGE ROAD SHIREBROOK	£ 1,429.14	23/04/2012	30/01/2013	£ 1,429.14
6 800169606	LEWIS & LEWIS LTD	DEVONSHIRE ARMS UPPER LANGWITH	£ 577.49	21/05/2012	01/08/2012	£ 577.49
7 800170382	LEWIS & LEWIS LTD	THE WHITE HART INN MANSFIELD ROAD TIBSHELF	£ 911.52	28/05/2012	02/08/2012	£ 911.52
			<b><u>£102,872.73</u></b>			

**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	901438424	SALMON,MISS DONNA	ORCHARD COTTAGE DEEP LANE, HARDSTOFT S45 8AE	£ 1,266.89	01/04/2011 01/04/2012	01/04/2012 27/04/2012	£1,168.00 £ 98.89
2	901282053	KAY,MR DAVID	66 POOL CLOSE PINXTON NG16 6CC	£ 2,843.41	30/05/2008 01/04/2009 01/04/2010	01/04/2009 01/04/2010 10/03/2011	£ 868.47 £1,059.25 £ 915.69
3	901471120	MELKIS,MR RAIMONDS	94 WHARF ROAD PINXTON NG16 6LG	£ 1,296.52	01/05/2011 01/04/2012	01/04/2012 30/04/2012	£1,152.22 £ 144.30
4	901283086	COUGHLIN,MR COLIN	215 NEW BOLSOVER BOLSOVER S44 6QA	£ 1,733.07	11/09/2006 01/04/2007 01/04/2008	01/04/2007 01/04/2008 24/12/2009	£ 158.09 £ 943.73 £ 631.25
5	90127792X	GRIMESTONE,MR LEE	50 WEST LEA CLOWNE S43 4QL	£ 1,843.95	01/10/2007 01/04/2008 01/04/2009	01/04/2008 01/04/2009 26/07/2009	£ 466.63 £ 988.56 £ 366.76
6	90130351X	WARD,MRS MICHELLE	3 STATION ROAD TIBSHELF DE55 5PQ	£ 1,151.94	02/02/2009 01/04/2009 01/04/2010 01/04/2011	01/04/2009 01/04/2010 01/04/2011 01/10/2011	£ 60.13 £ 390.44 £ 396.17 £ 305.20
7	901275820	SCOTT,MR ANDREW	101 LANGWITH ROAD LANGWITH JUNCTION NG20 9RN	£ 1,397.68	23/08/2010 01/04/2011	01/04/2011 31/01/2012	£ 932.68 £ 465.00
				<b><u>£11,533.46</u></b>			

**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 800166314	MR NIGEL G DAKIN	7 EREWASH ROAD BROOKHILL INDUSTRIAL EST PINXTON	£2,141.06	09/06/2011 01/04/2012	01/04/2012 09/07/2012	£1,604.02 £ 537.04
			<u>£2,141.06</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>
35774	30101319	03.07.09	1671.25	A GIBBS	OVER ALLOWED	1,671.25	PROPERTIES VISITED, CASE REFERRED TO COLLECTING AGENTS - RETURNED UNABLE TO COLLECT DEBTOR NOT MET UNABLE TO TRACE DEBTOR ALL AVENUES TRIED.
	30101306	03.07.09	4.43	147 NOTTINGHAM ROAD	HOUSING BENEFIT RE	4.43	
	30104235	28.08.09	8.86	SOMMERCOTES	104 ALFRETON ROAD PINXTON	8.86	
						<u>£1,684.54</u>	