

Committee:	Executive	Agenda Item No.:	11
Date:	28 th October 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	Councillor R Bowler, Cabinet Member for Customer Services		

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 £72,951.02 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
3	Council Tax	£7,410.25
6	Business Rates	£29,900.99
1	Sundry Debts	£26,137.73
	Total	£63,448.97

No Trace		
No of Accounts	Type of Account	
4	Council Tax	£6,363.82
1	Business Rates	£3,138.23
	Total	£9,502.05

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 £72,951.02 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	901461956	HILL,MISS SARAH	160 WHARF ROAD PINXTON NG16 6LQ	£	1,643.11	01/04/2013 01/04/2012	01/04/2014 01/04/2013	£ 1,044.73 £ 598.38
2	901082958	MARRITT,MR MARTIN	16 LEAS AVENUE PLEASLEY NG19 7PR	£	4,438.14	01/04/2013 01/04/2012 01/04/2011 01/04/2008 01/04/2007 01/04/2006	01/04/2014 01/04/2013 01/04/2012 01/04/2009 01/04/2008 01/04/2007	£ 1,439.74 £ 898.40 £ 300.00 £ 949.92 £ 253.22 £ 596.86
3	901245800	EVANS,MR ANDREW J	15 LINCOLN CLOSE TIBSHELF DE55 5QG	£	1,329.00	01/04/2013 01/04/2012 01/04/2011	01/04/2014 01/04/2013 01/04/2012	£ 584.22 £ 707.85 £ 36.93
					<hr/> £ 7,410.25 <hr/>			

BUSINESS RATES: AMOUNTS FOR WRITE OFF: 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	800000574	UK COAL OPERATIONS LTD	LANGWITH COLLIERY BATHURST TERRACE LANGWITH	£ 3,691.34	01/04/2013	09/07/2013	£ 3,691.34
2	800047526	UK COAL OPERATIONS LTD	CRESWELL COLLIERY CRESWELL	£ 4,679.54	01/04/2013	09/07/2013	£ 4,679.54
3	800101396	UK COAL OPERATIONS LTD	OXCROFT COLLIERY CLOWNE ROAD SHUTTLEWOOD	£ 202.27	01/04/2013	09/07/2013	£ 202.27
4	8001060465	GRACE COFFEES (EMDO)	KIOSK NO 5 EAST MIDLANDS DESIGNER OUTLET SOUTH NORMANTON	£ 13,383.25	01/04/2013 01/04/2012	17/07/2013 01/04/2013	£ 7,939.25 £ 5,444.00
5	800170168	ANGLO PUBS LTD	ROSE & CROWN HIGH STREET BARLBOROUGH	£ 4,407.59	18/06/2012	28/01/2013	£ 4,407.59
6	800170687	SWANFORD LTD	1A BROOKHILL ROAD BROOKHILL INDUSTRIAL ESTATE PINXTON	£ 3,537.00	01/04/2012 06/03/2012	13/09/2012 01/04/2012	£ 3,363.65 £ 173.35
				<u>£ 29,900.99</u>			

PROPOSED WRITE OFF OF SUNDRY DEBTORS - BANKRUPTCY /LIQUIDATION

<u>ACCOUNT NUMBER</u>	<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>
5927	Various	02.03.12 to 31.12.12	£ 26,882.94	I.E.S.PCA LTD ICON BUSINESS CENTRE LAKE VIEW DRIVE NOTTINGHAM	RENT. SERVICE CHARGE AND ELECTRICITY FOR UNITS AT PLEASLEY VALE BUSINESS PARK	£ 26,137.73	COMPANY IN LIQUIDATION - INSOLVENCY PRACTITIONER CAN TAKE NO FURTHER ACTION
						<u>£ 26,137.73</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	90140486X	KIRK,MR ANDREW	SOUTHGATE HOUSE WORKSOP ROAD CLOWNE S43 4TD	£	1,637.99	20/10/2010 01/04/2011	01/04/2011 24/08/2011	£ 883.04 £ 754.95
2	901350135	SMITH,MISS ANN	4 BULLIVANT AVENUE CRESWELL S80 4EH	£	2,481.49	25/06/2009 01/04/2010 01/04/2011 18/04/2011	01/04/2010 01/04/2011 18/04/2011 30/01/2012	£ 693.46 £1,098.99 £ 94.03 £ 595.01
3	901463053	CHOUDERY,MR MOHAMMED	2 ANGELINA COURT SOUTH NORMANTON DE55 2BY	£	1,181.53	01/08/2011 01/04/2012	01/04/2012 20/08/2012	£ 733.53 £ 448.00
4	901469092	COOMBES,MRS JOANNE	42 VICTORIA STREET SOUTH NORMANTON DE55 2BX	£	1,062.81	30/09/2011 01/04/2012	01/04/2012 20/07/2012	£ 650.75 £ 412.06
					£ 6,363.82			

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 800170936	MR J JASINSKI & MR P MAJEWSKI	7 EREWASH ROAD BROOKHILL INDUSTRIAL ESTATE PINXTON	£ 3,138.23	01/04/2012 01/03/2012	01/11/2012 01/04/2012	£ 2,704.31 £ 433.92
			<u>£ 3,138.23</u>			