

Committee:	Executive	Agenda Item No.:	10
Date:	14 January 2014	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 Executive Director Operations		
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

Executive is requested to approve the write off of the under-mentioned irrecoverable items including costs amounting to £4,931.63 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
2	Council Tax	£3,570.53
	Total	£3,570.53

No Trace		
No of Accounts	Type of Account	
1	Business Rates	£1,361.10
	Total	£1,361.10

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 £4,931.63 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 90049958X	ROPER,MISS LISA	7 HEATHER CLOSE SOUTH NORMANTON DE55 3LE	£	3,459.04	23/04/2010	01/04/2011	£ 84.00
					01/04/2010	23/04/2010	£ 156.23
					01/04/2009	01/04/2010	£ 1,906.96
					01/04/2008	01/04/2009	£ 1,311.85
2 901479302	ROPER,MISS LISA	27 ALBERT STREET SOUTH NORMANTON DE55 2DB	£	111.49	05/12/2011	19/01/2012	£ 111.49
				£ 3,570.53			

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	800169141	MR ANTONIO RODRIGUEZ	STATION HOTEL 44 ELMTON ROAD CRESWELL	£ 1,361.10	01/05/2012	01/04/2013	£ 1,361.10
				<u>£ 1,361.10</u>			