

Committee:	Executive	Agenda Item No.:	15
Date:	17 th March 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	Portfolio 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 £27,717.09 as itemised on the attached schedules.

Bankruptcy/ Liquidation		
No of Accounts	Type of Account	
6	Council Tax	£6,854.77
4	Business Rates	£12,462.89
1	Sundry Debts	£1,443.96
	Total	£20,761.62

No Trace		
No of Accounts	Type of Account	
3	Council Tax	£4,078.23
1	Business Rates	£1,499.46
1	Sundry Debts	£1,377.78
	Total	£6,955.47

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 £27,717.09 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>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1	900337698	WHARTON,MR ANDREW	17 HICKINWOOD CRESCENT CLOWNE S43 4AQ	£1,097.01	01/04/2013	01/04/2014	£1,097.01
2	901391710	WHARTON,MR ANDREW	3 ROTHERHAM ROAD CLOWNE S43 4PT	£1,328.49	01/04/2012 01/04/2013	01/04/2013 01/04/2014	£ 231.48 £1,097.01
3	90158229X	BOYD,MR IAN GEORGE	THE PADDOCKS SLAYLEY LANE CLOWNE S43 4LG	£1,400.03	05/07/2012 01/04/2013	01/04/2013 01/07/2013	£ 834.45 £ 565.58
4	901582315	BOYD,MR IAN GEORGE	THE PADDOCKS SLAYLEY LANE CLOWNE S43 4LG	£ 62.15	01/07/2013	11/07/2013	£ 62.15
5	900589353	APPLEBY,MR CHRISTOPHER	16 NESBIT STREET HILLSTOWN S44 6LW	£1,733.58	01/04/2004 01/04/2005 01/04/2006	01/04/2005 01/04/2006 01/04/2007	£ 364.35 £ 656.79 £ 712.44
6	901082223	MORLEY,MRS VICKI L	24 BRUNNER AVENUE SHIREBROOK NG20 8RP	£1,233.51	01/04/2012 01/04/2013	01/04/2013 01/04/2014	£ 342.37 £ 891.14
				<u><u>£6,854.77</u></u>			

BUSINESS RATES: AMOUNTS FOR WRITE OFF: 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	800114925	SHIREBROOK BRITISH LEGION	CHURCH DRIVE SHIREBROOK	£ 1,319.73	01/04/2012 01/04/2013	01/04/2013 07/01/2014	£ 462.00 £ 857.73
2	800166548	GT PUBS LTD	KING EDWARD VII HOTEL 121 HIGH STREET TIBSHELF	£ 1,256.14	01/04/2013	28/10/2013	£ 1,256.14
3	800172178	SB LEISURE	WHITE SWAN MARKET PLACE BOLSOVER	£ 4,439.71	16/04/2012	03/01/2013	£ 4,439.71
4	800179630	JMA LEISURE LTD	45 MILL STREET CLOWNE	£ 5,447.31	01/04/2012	12/03/2013	£ 5,447.31
				<u>£ 12,462.89</u>			

SUNDRY DEBTORS: AMOUNTS FOR WRITE OFF - 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>
84372	30212279	15.05.13	£ 1,920.20	MISS E BARNSDALE 3 SOUTH STREET SOUTH NORMANTON	OVER ALLOWED HOUSING BENEFIT	£ 1,443.96	DEBT RELIEF ORDER NO DRO4037397 GRANTED 15 OCTOBER 2013
						<u>£ 1,443.96</u>	

COUNCIL TAX: AMOUNTS FOR WRITE OFF - NO TRACE

	<u>Account Reference</u>	<u>Lead Liable Name</u>		<u>Account Balance</u>	<u>Liable From</u>	<u>Liable To</u>	<u>Bill Balance</u>
1	901376633	KEENAN,MR STEVEN	249 SHUTTLEWOOD ROAD BOLSOVER S44 6PA	£1,183.62	02/05/2010 01/04/2011	01/04/2011 07/09/2011	£ 695.50 £ 488.12
2	900319489	LOWE,MR DARREN	21 KING STREET CLOWNE S43 4BS	£1,684.37	01/04/2009 01/04/2010 01/04/2011 05/12/2011 01/04/2012	01/04/2010 01/04/2011 05/12/2011 01/04/2012 06/12/2012	£ 33.39 £ 545.13 £ 598.51 £ 271.32 £ 236.02
3	901344434	NEWBURY,MR VINCENT	10 SOUTH AVENUE SHIREBROOK NG20 8RS	£1,210.24	01/04/2011 01/04/2012	01/04/2012 16/01/2013	£ 647.81 £ 562.43
				<u>£4,078.23</u>			

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	800175782	LS PUBS LTD	DEVONSHIRE ARMS UPPER LANGWITH	£ 1,499.46	01/04/2013	12/10/2013	£ 1,499.46
				<u>£ 1,499.46</u>			

SUNDRY DEBTORS: AMOUNTS FOR WRITE OFF - NO TRACE

<u>ACCOUNT</u> <u>NUMBER</u>	<u>INVOICE</u> <u>NUMBER</u>	<u>INVOICE</u> <u>DATE</u>	<u>AMOUNT</u> <u>£</u>	<u>DEBTOR</u>	<u>REASON FOR</u> <u>INVOICE</u>	<u>WRITE-OFF</u> <u>AMOUNT £</u>	<u>REASON FOR</u> <u>WRITE-OFF</u>
59019	30163263	17.10.11	270.75	A BRUNT	OVER ALLOWED	7.83	NO TRACE OF DEBTOR
	30163276	17.10.11	185.00	3 ROSEWOOD CLOSE	HOUSING BENEFIT	185.00	ALL AVENUES TRIED
	30165957	15.11.11	364.60	SOUTH NORMANTON		364.60	
	30172212	27.02.12	273.45			273.45	
	30182121	01.06.12	546.90			546.90	
						<u>£</u>	<u>1,377.78</u>