Committee: Executive Agenda 15

Item No.:

Date: 17<sup>th</sup> 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 Member for Customer Services

Portfolio Holder

#### **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.

Account Reference Reference   Account Reference   I able Reference		COUNCIL TAX: AMOUNTS FOR WRITE OFF - BANKRUPTCY										
1 900337698 WHARTON,MR ANDREW 17 HICKINWOOD CRESCENT CLOWNE S43 4AQ 2 901391710 WHARTON,MR ANDREW 3 ROTHERHAM ROAD CLOWNE S43 4PT 3 90158229X BOYD,MR IAN GEORGE THE PADDOCKS SLAYLEY LANE CLOWNE S43 4LG 4 901582315 BOYD,MR IAN GEORGE THE PADDOCKS SLAYLEY LANE CLOWNE S43 4LG 5 900589353 APPLEBY,MR CHRISTOPHER 16 NESBIT STREET HILLSTOWN S44 6LW 6 901082223 MORLEY,MRS VICKI L 24 BRUNNER AVENUE SHIREBROOK NG20 8RP 6 17,097.01 01/04/2013 01/04/2013 £ 1,097.01 01/04/2013 £ 342.37 01/04/2013 £ 362.35 01/04/2013 £ 362.35 01/04/2013 £ 362.35 01/04/2013 £ 362.35 01/04/2013 £ 362.35 01/04/2006 01/04/2006 £ 656.79 01/04/2006 01/04/2007 £ 712.44 £ 891.14			<b>Lead Liable Name</b>									
CLOWNE S43 4AQ  2 901391710 WHARTON,MR ANDREW 3 ROTHERHAM ROAD CLOWNE S43 4PT  3 90158229X BOYD,MR IAN GEORGE THE PADDOCKS SLAYLEY LANE CLOWNE S43 4LG  4 901582315 BOYD,MR IAN GEORGE THE PADDOCKS SLAYLEY LANE CLOWNE S43 4LG  5 900589353 APPLEBY,MR CHRISTOPHER 16 NESBIT STREET HILLSTOWN S44 6LW  6 901082223 MORLEY,MRS VICKI L  24 BRUNNER AVENUE SHIREBROOK NG20 8RP  CLOWNE S43.14  6 901082223 MORLEY,MRS VICKI L  24 BRUNNER AVENUE SHIREBROOK NG20 8RP  CLOWNE S43.14  6 11,097.013 01/04/2013 01/04/2013 01/07/2013 £ 62.15  11,733.58 01/04/2004 01/04/2005 01/04/2006 £ 656.79 01/04/2006 01/04/2006 01/04/2007 £ 712.44	4		MILLA DECALAND AND DEW	17 LUCKINIMOOD CDECCENIT								
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NG20 8RP	6	901082223	MORLEY,MRS VICKI L	24 BRUNNER AVENUE	£1,233.51	01/04/2012	01/04/2013	£ 342.37				
£6,854.77						01/04/2013	01/04/2014	£ 891.14				
£6,854.77												
					£6,854.77							

	Account Reference	<u>Lead Liable Name</u>	<u>Address</u>	_	Account Balance	<u>Liable</u> <u>From</u>	<u>Liable</u> <u>To</u>	<u>Bill</u> <u>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
				£	12,462.89			

## SUNDRY DEBTORS: AMOUNTS FOR WRITE OFF - BANKRUPTCY/LIQUIDATION

ACCOUNT NUMBER	INVOICE NUMBER	INVOICE DATE	AMOUNT	<u>DEBTOR</u>	REASON FOR INVOICE	WRITE-OFF AMOUNT	REASON FOR WRITE-OFF
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

£ 1,443.96

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

£4,078.23

	Account Reference	Lead Liable Name	<u>Address</u>	Account Balance	<u>Liable</u> <u>From</u>	<u>Liable</u> <u>To</u>	Bill Balance
1	800175782 l	LS PUBS LTD	DEVONSHIRE ARMS UPPER LANGWITH	£ 1,499.46	01/04/2013	12/10/2013	£ 1,499.46

£ 1,499.46

# **SUNDRY DEBTORS: AMOUNTS FOR WRITE OFF - NO TRACE**

<u>ACCOUNT</u>	<u>INVOICE</u>	<u>INVOICE</u>	<u>AMOUNT</u>	<u>DEBTOR</u>	<b>REASON FOR</b>	WRITE-OFF	<b>REASON FOR</b>
<u>NUMBER</u>	<u>NUMBER</u>	<u>DATE</u>	<u>£</u>		<u>INVOICE</u>	AMOUNT £	WRITE-OFF
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	

£ 1,377.78