

Appendix A

Summary of Council Tax Write Offs 01/04/2015-30/09/2015

Date of Write Off	Head of Revenues			Director of Finance	Executive Director Corporate Services	Remitted	Credit Write Off	Reversed Write Off	Total	No. of Accounts (Write Off Only)	Reason(s)	
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£1,000.00)	(£1,000.01-£5,000)	(£5,000.01-£10,000.00)							(£10,000.01 and Over)
09/07/2015								(£46.14)	(£46.14)		Dividend received	
15/07/2015								(£6.10)	(£6.10)		Band reduction	
24/08/2015								(£261.24)	(£261.24)		Traced	
01/09/2015								(£19.71)	(£19.71)		Costs withdrawn	
04/09/2015		£1,467.98							£1,467.98	6	Bankruptcy	
04/09/2015			£2,470.43						£2,470.43	3	Bankruptcy	
04/09/2015	£354.10								£354.10	24	Small balance	
28/09/2015	£12.92								£12.92	76	Small balance	
28/09/2015								(£23.27)	(£23.27)		Dividend received	
Q2 Totals	£367.02	£1,467.98	£2,470.43	£0.00	£0.00	£0.00	£0.00	£0.00	(£356.46)	£3,948.97	109	
Q1 Totals (B/F)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£5,406.51	£0.00	£0.00	£5,406.51	2	
Overall Total	£367.02	£1,467.98	£2,470.43	£0.00	£0.00	£0.00	£5,406.51	£0.00	(£356.46)	£9,355.48	111	

Appendix B

Summary of NNDR Write Offs 01/04/2015-30/09/2015

Date of Write Off	Head of Revenues			Director of Finance	Executive Director Corporate Services	Remitted	Credit Write Off	Reversed Write Off	Total	No. of Accounts (Write Off Only)	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£1,000.00)	(£1,000.01-£5,000)	(£5,000.01-£10,000.00)						
03/07/2015								(£10.67)	(£10.67)		Dividend received
09/09/2015	£7.28								£7.28	5	Small balance
09/09/2015	£10.00								£10.00	1	Voluntary liquidation
09/09/2015		£577.07							£577.07	2	Company dissolved
09/09/2015		£105.68							£105.68	1	Bankruptcy
09/09/2015		£458.16							£458.16	2	Unable to trace
09/09/2015		£224.49							£224.49	1	In administration
09/09/2015			£542.18						£542.18	1	Company dissolved
09/09/2015			£2,762.97						£2,762.97	4	Unable to trace
09/09/2015			£683.00						£683.00	1	Proposal to strike off
09/09/2015			£2,124.82						£2,124.82	3	Voluntary liquidation
Q2 Totals	£17.28	£1,365.40	£6,112.97	£0.00	£0.00	£0.00	£0.00	£0.00	(£10.67)	£7,484.98	21
Q1 Totals (B/F)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	(£3,379.82)	(£3,379.82)	0
Overall Total	£17.28	£1,365.40	£6,112.97	£0.00	£0.00	£0.00	£0.00	£0.00	(£3,390.49)	£4,105.16	21

Appendix C

Summary of Sundry Income Write Offs 01/04/2015-30/09/2015

Date of Write Off	Director of Assets & Environment (£0.00-£999.99) (£1,000.00-£5,000.00)		Director of Finance (up to £5,000.00)	Director Communities, Planning & Partnerships (up to £5,000.00)	Director Housing & Health (up to £5,000.00)	Executive Director Corporate Services (£5,000.01-£10,000.00)	Cabinet (£10,000.01 +)	Total	No. of Accounts	Reason(s)
08/07/2015			£1,087.24					£1,087.24	1	Unable to collect
Q2 Totals	£0.00	£0.00	£1,087.24	£0.00	£0.00	£0.00	£0.00	£1,087.24	1	
Q1 Totals (B/F)	£624.99	£2,770.00	£0.00	£0.00	£0.00	£0.00	£0.00	£3,394.99	2	
Overall Total	£624.99	£2,770.00	£1,087.24	£0.00	£0.00	£0.00	£0.00	£4,482.23	3	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2015-30/09/2015

Date of Write Off	Head of Benefits				Executive Director Corporate Services (£2,000.01-£10,000.00)	Cabinet (£10,000.01 and Over)	Total	No. of Accounts	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£1,000.00)	(£1,000.01-£2,000)					
31.07.2015	£73.16	£471.41				£544.57	5	less than 2 weeks o/s due to death (2015)	
"	£63.50					£63.50	1	Absconded debtor (2014)	
"	£128.30	£669.22	£4,115.07			£4,912.59	10	not financially viable as per bad debt provision (2009)	
"	£95.00	£100.00				£195.00	3	court costs (2010)	
"	£64.80			£1,669.51		£1,734.31	2	HB Reg 100 compliant - not recoverable (2015)	
"	£31.06					£31.06	2	<£40 o/s (2013)	
"	£15.54					£15.54	9	uneconomical to pursue (2015)	
31.08.2015	£50.00	£100.00				£150.00	2	court costs (2011)	
"	£53.18					£53.18	2	<£40 o/s (2007)	
"	£93.51	£537.99	£4,477.72			£5,109.22	10	not financially viable as per bad debt provision (2007)	
"		£492.55				£492.55	1	deceased (2015)	
"		£79.66				£79.66	1	less than 2 weeks o/s due to death (2015)	
"		£443.18				£443.18	1	Absconded debtor (2012)	
"	£46.70	£524.77		£1,806.86		£2,378.33	4	HB Reg 100 compliant - not recoverable (2015)	
30.09.2015	£65.61	£400.94				£466.55	4	less than 2 weeks o/s due to death (2015)	
"	£60.00					£60.00	1	Absconded debtor (2014)	
"	£11.37					£11.37	7	uneconomical to pursue (2014)	
"	£94.96	£579.14				£674.10	6	HB Reg 100 compliant - not recoverable (2015)	
"	£136.16	£1,854.46	£1,093.87			£3,084.49	15	not financially viable as per bad debt provision (2003)	
"	£53.41					£53.41	2	<£40 o/s (2013)	
"		£86.54				£86.54	1	court costs (2012)	
Q2 Totals	£1,136.26	£6,339.86	£9,686.66	£3,476.37	£0.00	£0.00	£20,639.15	89	
Q1 Totals (B/F)	£1,399.79	£4,414.76	£2,286.64	£2,959.60	£0.00	£0.00	£11,060.79	84	
Overall Total	£2,536.05	£10,754.62	£11,973.30	£6,435.97	£0.00	£0.00	£31,699.94	173	