

Appendix A

Summary of Council Tax Write Offs 01/04/2017-30/09/2017

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)
14/07/2017								(£5.95)	(£5.95)		Dividend received	
27/07/2017	£746.55								£746.55	35	Uneconomic to pursue	
28/07/2017		£643.92							£643.92	2	Uneconomic to pursue	
"		£262.34							£262.34	1	Deceased	
"		£2,211.32	£4,333.66						£6,544.98	14	Absconded	
31/07/2017								(£81.34)	(£81.34)		Band change	
04/08/2017				£8,502.27					£8,502.27	4	Absconded	
10/08/2017								(£175.78)	(£175.78)		Band change	
17/08/2017								(£19.51)	(£19.51)		Debit adjustments	
"								(£74.80)	(£74.80)		Payments received	
31/08/2017		£363.22							£363.22	1	Deceased	
"		£2,756.60	£4,111.32						£6,867.92	14	Absconded	
02/09/2017								(£64.46)	(£64.46)		Dividend received	
09/09/2017								(£5.98)	(£5.98)		Dividend received	
Q2 Totals	£746.55	£6,237.40	£8,444.98	£8,502.27	£0.00	£0.00	£0.00	£0.00	(£427.82)	£23,503.38	71	
Q1 Totals (B/F)	£1,153.35	£9,369.24	£17,495.48	£0.00	£0.00	£0.00	£0.00	(£445.25)	(£72.15)	£27,500.67	125	
Overall Total	£1,899.90	£15,606.64	£25,940.46	£8,502.27	£0.00	£0.00	£0.00	(£445.25)	(£499.97)	£51,004.05	196	

Appendix B

Summary of NDR Write Offs 01/04/2017-30/09/2017

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)						
03/08/2017				£58,205.01					£58,205.01	23	Insolvency
Q2 Totals	£0.00	£0.00	£0.00	£58,205.01	£0.00	£0.00	£0.00	£0.00	£58,205.01	23	
Q1 Totals (B/F)	£63.17	£874.65	£2,699.64	£0.00	£0.00	£0.00	£0.00	£0.00	£3,637.46	8	
Overall Total	£63.17	£874.65	£2,699.64	£58,205.01	£0.00	£0.00	£0.00	£0.00	£61,842.47	31	

Appendix C

Summary of Sundry Income Write Offs 01/04/2017-30/09/2017

Date of Write Off	Corporate Director Growth, Assets & Environment (£0.00-£999.99) (£1,000.00-£5,000.00)	Director of Transformation & Corporate Finance (up to £5,000.00)	Head of Revenues (£0.01-£999.99)	Director of Finance (£1,000.00-£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)
Q2 Totals	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0	
Q1 Totals (B/F)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0	
Overall Total	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0	

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Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2017-30/09/2017

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)					
31.07.2017	£27.81	£961.02			£4,964.03		£5,952.86	6	not financially viable (2012)
"	£160.00						£160.00	3	court costs (2014)
"	£132.53	£538.45					£670.98	7	HB Reg 100 compliant - not recoverable (2017)
"	£21.16						£21.16	2	<£40 o/s (2016)
"	£9.76						£9.76	5	uneconomical to pursue (2014)
"		£413.21	£571.15				£984.36	2	deceased (2013)
"		£274.50					£274.50	3	<2 wks o/s due to death (2017)
31.08.2017	£86.86						£86.86	5	<£40 o/s (2015)
"	£2.60						£2.60	1	uneconomical to pursue (2016)
"	£48.41	£96.23					£144.64	2	not financially viable (2009)
"	£7.82	£659.60	£833.68				£1,501.10	5	HB Reg 100 compliant - not recoverable (2017)
"		£882.21					£882.21	6	<2 wks o/s due to death (2017)
"			£1,545.72		£10,094.49		£11,640.21	4	bankruptcy (2005)
"						£23,770.67	£23,770.67	2	bankruptcy (2005) agreed at Cabinet July 17
30.09.2017	£1.57						£1.57	1	uneconomical to pursue (2017)
"	£42.15	£348.23	£587.67				£978.05	4	not financially viable (2013)
"	£40.00						£40.00	1	court costs (2014)
"	£31.97						£31.97	2	<£40 o/s (2016)
"		£256.70					£256.70	3	<2 wks o/s due to death (2017)
"		£81.91					£81.91	1	absconded (2017)
"	£46.11	£266.69					£312.80	3	HB Reg 100 compliant - not recoverable (2017)
Q2 Totals	£658.75	£4,778.75	£3,538.22	£0.00	£15,058.52	£23,770.67	£47,804.91	68	
Q1 Totals (B/F)	£545.26	£2,674.48	£1,313.07	£0.00	£0.00	£31,615.70	£36,148.51	48	
Overall Total	£1,204.01	£7,453.23	£4,851.29	£0.00	£15,058.52	£55,386.37	£83,953.42	116	

Appendix E

Request For Benefit Overpayment Write Off

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)					
30/11/2017						£24,099.60	£24,099.60	1	All recovery action exhausted
30/11/2017						£11,679.01	£11,679.01	1	All recovery action exhausted
Totals	£0.00	£0.00	£0.00	£0.00	£0.00	£35,778.61	£35,778.61	2	

WRITE OFF REQUEST - DEBTS > £2000

Academy Reference: 400 [redacted]

Name: [redacted]

Address: [redacted] B79 7RP

£24,099.60 TOTAL d/s

Amount d/s

Invoice: 8569271 Raised: 2/7/10. Period: 23/7/01 - 21/12/09 } £23999.60

Invoice: 8705572 Raised: 2/7/15. Period: COURT COSTS } £100

Invoice: 8714372 Raised: 6/10/15. Period: COURT COSTS }

CIS CHKD 21/6/17 - Confirmed no entitlement to bases.

Reason for w/o All recovery methods exhausted

Supporting evidence emails from Sherriffs office - containing failed action.

Write Off requested by: Eayne Chipman Date: 11/7/17

Authorised by: [Signature] Date: 14/7/17

Additional Notes: Original invoice created as a result

of a fraud investigation for LHMU - case was just investigator with DWP and was heard in court August 2011, she received 10 months sentence, suspended for 2 years, 200 hours unpaid work with supervision, no costs.

She has not been in employment due to mental health issues, her partner paid until Nov 2013 but he cannot be held responsible for repayment.

Contact/visit made throughout 2014, [redacted] ptd suicide, was admitted to George Bryant. Despite conversation with partner + promises for payment nothing has been received.

Court order obtained 27/4/16 [redacted] - Mr contacted + offered repayment and again failed to pay. Throughout 2015/16 High Court enforcement action taken but no payment made. Discussion held with KT at [redacted] office.

WRITE OFF REQUEST - DEBTS >£2000

Academy Reference: 4- [REDACTED]

Name: [REDACTED]

Address: [REDACTED]

TOTAL: £11,679.01

Invoice: 8653394	Raised: 19/9/13	Period: 4/7/11 - 23/9/13
8671415	2/6/14	
Invoice: 8679158	Raised: 20/8/14	} COURT COSTS
Invoice: 8714369	Raised: 6/10/14	
CIS CHKD YCS 23/6/17		
Reason for w/o ALL ACTION EXHAUSTED - HIGH COURT FILED		
Supporting evidence HIGH COURT RETURN EMAILS		

Amounts
£11519.01
£160.00

Write Off requested by: E CHAPMAN Date: 23/6/17

Authorised by: [Signature] Date: 5/7/17

Additional Notes: ORIGINAL INVOICE MISSED DUE TO INVESTIGATION

INTD LTAMMS. COURT QUESTIONING HELD JAN 15 AND OFFER OF PAYMENT MADE - ONLY 3X PAYMENTS MADE DURING 2015. HIGH COURT ACTION COMMENCED OCT 15 - FILED AND RETURNED NOV 16.

SEVERAL VISITS / LETTERS SENT THROUGHOUT PERIOD 2013-2015 NO FURTHER PAYMENT RECEIVED [REDACTED] IS NOT KNOWN TO WORK OR CLAIM BENEFITS.

[Signature] 5/7/17

Appendix F

Name	Year	From	To	Balance	Total	Comments
Coton Arms 2013 Ltd	2014/15	01/04/2014	01/04/2015	£ 10,523.48		
	2015/16	01/04/2015	09/04/2015	£ 236.61		
					£ 10,760.09	Dissolved via compulsory strike off 02/06/2015
CS Electrical (Midlands) Ltd	2012/13	01/12/2012	14/12/2012	£ 339.42		
CS Electrical (Midlands) Ltd	2012/13	14/12/2012	01/04/2013	£ 2,125.55		
	2013/14	01/04/2013	01/04/2014	£ 7,045.50		
	2014/15	01/04/2014	01/04/2015	£ 7,182.75		
	2015/16	01/04/2015	05/05/2015	£ 680.00		
					£ 17,373.22	Dissolved via compulsory strike off 05/05/2015
Fashion Retail (Midlands) Ltd	2016/17	05/05/2016	15/11/2016	£ 15,731.44		
					£ 15,731.44	Dissolved via compulsory strike off 15/11/2016
GBLA UK Ltd	2014/15	01/08/2014	10/01/2015	£ 15,925.73		
					£ 15,925.73	Dissolved via compulsory strike off 15/03/2016
Halls Snooker Ltd	2012/13	14/03/2013	01/04/2013	£ 529.79		
	2013/14	01/04/2013	01/04/2014	£ 9,066.75		
	2014/15	01/04/2014	15/05/2014	£ 1,118.50		
					£ 10,715.04	Dissolved via compulsory strike off 26/08/2014
Liric Ltd	2012/13	18/04/2012	11/09/2012	£ 29,128.00		
					£ 29,128.00	Compulsory liquidation 20/12/2013, dissolved 23/09/2016
Miproota Ltd	2012/13	05/11/2012	01/04/2013	£ 3,165.96		
	2013/14	01/04/2013	21/10/2013	£ 4,463.11		
	2013/14	21/10/2013	01/04/2014	£ 2,145.52		
	2014/15	01/04/2014	17/04/2014	£ 301.47		
					£ 10,076.06	Dissolved via compulsory strike off 06/05/2014
Night Realisations Ltd	2012/13	01/04/2012	06/02/2013	£ 7,149.20		
	2012/13	06/02/2013	05/03/2013	£ 7,487.36		
					£ 14,636.56	Administration order 05/03/2013
Orkis Ltd	2013/14	08/02/2014	01/04/2014	£ 5,060.50		
	2014/15	01/04/2014	01/08/2014	£ 11,921.91		
					£ 16,982.41	Dissolved via compulsory strike off 01/09/2015
Quantum Pharmacy Solutions Ltd	2014/15	20/02/2015	01/04/2015	£ 35.00		
	2015/16	01/04/2015	23/02/2016	£ 17,840.08		
					£ 17,875.08	Creditors voluntary liquidation 21/03/2016, dissolved 14/09/2017
Railcare Property LLP	2013/14	07/10/2013	01/04/2014	£ 1,269.75		
	2014/15	01/04/2014	20/02/2015	£ 12,044.30		
					£ 13,314.05	Creditors voluntary liquidation 20/02/2015, dissolved 18/06/2016
Unique Car Solutions (Bodyshop) Ltd	2015/16	18/05/2015	01/04/2016	£ 6,788.77		
	2016/17	01/04/2016	25/11/2016	£ 5,049.51		
					£ 11,838.28	Dissolved via voluntary strike off 13/06/2017
					£ 184,355.96	13 accounts (12 ratepayers)