

# Appendix A

## Summary of Council Tax Write Offs 01/04/2019-31/03/2020

Date of Write Off	Head of Revenues			Assistant Director of Finance (£2,000.01-£5,000)	Executive Director of Finance (£5,000.01-£10,000.00)	Cabinet (£10,000.01 and Over)	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-£2,000.00)									
January 2020									(£15.00)	(£15.00)		Payments received
"									(£58.56)	(£58.56)		Dividends received
"									(£702.05)	(£702.05)		Forwarding address obtained
10/01/2020				£2,116.34						£2,116.34	1	Hardship
29/01/2020		£240.66	£1,448.32							£1,688.98	2	Deceased
		£2,599.12	£13,984.40							£16,583.52	23	No trace
		£3,613.58	£6,296.57							£9,910.15	19	Uneconomic to pursue
		£232.28								£232.28	1	Statute barred
February 2020									(£22.50)	(£22.50)		Payments received
"									(£21.97)	(£21.97)		Dividends received
"									(£27.37)	(£27.37)		Exemption added
27/02/2020	£50.03	£292.09	£1,825.56							£2,167.68	5	LCTR- LA Error
"		£388.22	£767.98							£1,156.20	2	Voluntary arrangement
"			£1,345.43							£1,345.43	1	Uneconomic to pursue
		£169.71								£169.71	1	Debt relief order
March 2020									(£30.00)	(£30.00)		Payments received
									(£12.67)	(£12.67)		Dividends received
									(£74.66)	(£74.66)		Liability removed
<b>Q4 Totals</b>	<b>£50.03</b>	<b>£7,535.66</b>	<b>£25,668.26</b>	<b>£2,116.34</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£964.78)</b>	<b>£34,405.51</b>	<b>55</b>	
<b>Q1 Totals (B/F)</b>	£5,716.98	£28,104.16	£46,328.18	£12,724.06	£0.00	£0.00	£0.00	£0.00	(£813.88)	£92,059.50	675	
<b>Q2 Totals (B/F)</b>	£35.00	£20,256.85	£19,280.34	£4,875.48	£0.00	£0.00	£0.00	£0.00	(£2,913.01)	£41,534.66	103	
<b>Q3 Totals (B/F)</b>	£0.00	£4,037.89	£15,347.09	£17,890.26	£5,260.19	£0.00	£0.00	£0.00	(£984.81)	£41,550.62	47	
<b>Overall Total</b>	<b>£5,802.01</b>	<b>£59,934.56</b>	<b>£106,623.87</b>	<b>£37,606.14</b>	<b>£5,260.19</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£5,676.48)</b>	<b>£209,550.29</b>	<b>880</b>	





## Appendix D

### Summary of Benefit Overpayment Write Offs 01/04/2019-31/03/2020

Date of Write Off	Head of Benefits				Executive Director of Finance	Cabinet	Reversed Write Off	Total	No. of Accounts	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£1,000.00)	(£1,000.01-£2,000)						
31/01/2020	£43.92						£43.92	1	<2 weeks outstanding due to death (2020)	
"	£39.60						£39.60	1	not financially viable	
"		£574.50					£574.50	2	deceased	
"	£13.86						£13.86	4	HB Reg100 compliant not recoverable (19)	
"	£2.69						£2.69	1	uneconomical to pursue	
January 2020						(£40.98)	(£40.98)			
"						(£68.59)	(£68.59)			
29/02/2020	£15.96						£15.96	6	uneconomical to pursue (20)	
"	£70.22	£185.31					£255.53	3	<2 weeks outstanding due to death	
"	£40.53	£346.29					£386.82	5	not financially viable	
"	£166.73		£1,319.36				£1,486.09	3	HB Reg100 compliant not recoverable (20)	
"	£671.28						£671.28	1	deceased	
31/03/2020	£308.74	£76.17					£384.91	6	not financially viable (18)	
"	£78.20	£165.21					£243.41	3	<2 weeks outstanding due to death (20)	
"	£0.01						£0.01	1	uneconomical to pursue (20)	
"	£27.84	£179.43					£207.27	3	HB Reg100 compliant not recoverable (20)	
<b>Q4 Totals</b>	<b>£1,479.58</b>	<b>£1,526.91</b>	<b>£1,319.36</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£109.57)</b>	<b>£4,216.28</b>	<b>40</b>	
<b>Q1 Totals (B/F)</b>	£345.87	£1,754.68	£600.94	£0.00	£8,996.34	£0.00	(£91.87)	£11,605.96	35	
<b>Q2 Totals (B/F)</b>	£148.10	£1,831.95	£0.00	£1,138.64	£0.00	£0.00	(£136.08)	£2,982.61	32	
<b>Q3 Totals (B/F)</b>	£95.03	£1,748.34	£593.21	£0.00	£3,790.39	£0.00	(£143.19)	£6,083.78	28	
<b>Overall Total</b>	<b>£2,068.58</b>	<b>£6,861.88</b>	<b>£2,513.51</b>	<b>£1,138.64</b>	<b>£12,786.73</b>	<b>£0.00</b>	<b>(£480.71)</b>	<b>£24,888.63</b>	<b>135</b>	