

Appendix A

Summary of Council Tax Write Offs 01/04/2020-30/09/2020

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)	Remitted (£10,000.01 and Over)	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)									
10/07/2020								(£5.58)	(£5.58)			
22/07/2020		£1,060.68	£936.82						£1,997.50	5	no trace	
"			£1,974.46						£1,974.46	2	Insolvent	
"	£11.26								£11.26	1	Deceased	
19/08/2020								(£159.73)	(£159.73)		IVA terminated	
20/08/2020				£3,307.09					£3,307.09	2	No trace	
21/08/2020	£66.16								£66.16	1	Care home resident	
"	£163.23								£163.23	6	Deceased	
"	£56.66								£56.66	1	IVA	
"	£327.87								£327.87	12	No Trace	
"	£262.82								£262.82	15	Small balance	
24/08/2020								(£23.00)	(£23.00)		Dividend	
"			£3,288.49						£3,288.49	2	Bankrupt	
"		£141.10							£141.10	1	Company dissolved	
"		£322.10							£322.10	1	Deceased	
"		£142.79	£2,759.18						£2,901.97	4	Debt relief order	
"		£88.56							£88.56	1	Cash allocation error	
"			£630.56						£630.56	1	IVA	
"		£2,503.33	£6,684.95						£9,188.28	19	No trace	
"			£1,476.27						£1,476.27	1	Uneconomic to collect	
"		£485.24							£485.24	1	Vulnerable	
31/09/2020								(£7.55)	(£7.55)		Dividend	
10/09/2020	£18.10								£18.10	1	Benefits error	
"		£110.51							£110.51	1	Cash allocation error	
"			£1,122.91						£1,122.91	1	Debt relief order	
"	£53.20	£1,809.90	£7,756.61						£9,619.71	16	IVA	
14/09/2020				£2,217.35					£2,217.35	1	Debt relief order	
"				£2,255.69					£2,255.69	1	Statute barred	
"				£2,614.72					£2,614.72	1	Vulnerable	
17/09/2020								(£47.72)	(£47.72)		Dividend	
22/09/2020								(£37.50)	(£37.50)		Dividend	
23/09/2020					£5,568.94				£5,568.94	1	No trace	
28/09/2020								(£6.72)	(£6.72)		Dividend	
Q2 Totals	£959.30	£6,664.21	£26,630.25	£10,394.85	£5,568.94	£0.00	£0.00	£0.00	(£287.80)	£49,929.75	99	
Q1 Totals (B/F)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	(£1,122.47)	(£1,122.47)	0	
Overall Total	£959.30	£6,664.21	£26,630.25	£10,394.85	£5,568.94	£0.00	£0.00	£0.00	(£1,410.27)	£48,807.28	99	

Appendix B

Summary of NNDR Write Offs 01/04/2020-30/09/2020

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)									
04/08/2020									(£474.61)	(£474.61)		Dividend
21/08/2020						£22,693.86				£22,693.86	2	Dissolved
24/08/2020				£3,676.27						£3,676.27	1	Administration
"				£5,712.97						£5,712.97	2	Dissolved
"				£4,568.40						£4,568.40	1	Individual Voluntary Arrangement
"				£9,319.46						£9,319.46	3	Uneconomic to collect
Q2 Totals	£0.00	£0.00	£0.00	£23,277.10	£0.00	£22,693.86	£0.00	£0.00	(£474.61)	£45,496.35	9	
Q1 Totals (B/F)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	(£6,306.66)	(£6,306.66)	0	
Overall Total	£0.00	£0.00	£0.00	£23,277.10	£0.00	£22,693.86	£0.00	£0.00	(£6,781.27)	£39,189.69	9	

Appendix C

Summary of Sundry Income Write Offs 01/04/2020-30/09/2020

Date of Write Off	Assistant Director of Assets (up to £5,000.00)	Assistant Director Growth & Regeneration (up to £5,000.00)	Assistant Director People (up to £5,000.00)	Assistant Director Operations & Leisure (up to £5,000.00)	Assistant Director Neighbourhoods (up to £5,000.00)	Head of Revenues (£0.00-£2,000.00)	Assistant Director of Finance (£2,000.01 -£5,000.00)	Assistant Director Partnerships (up to £5,000.00)	Executive Director of Finance (£5,000.01-£10,000.00)	Cabinet (£10,000.01 +)	Total	No. of Accounts	Reason(s)
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Q2 Totals	£0.00	£0.00	£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	£0.00	£0.00	0	
Overall Total	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2020-30/09/2020

Date of Write Off	Head of Benefits				Executive Director of Finance (£2,000.01-£10,000.00)	Cabinet (£10,000.01 and Over)	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)						
31/07/2020	£14.57	£340.00					£354.57	3	not financially viable	
"	£2.50						£2.50	1	uneconomical to pursue	
"	£31.29	£172.14					£203.43	2	HB Reg100 compliant not recoverable	
"		£441.68					£441.68	1	deceased	
"				£1,081.26			£1,081.26	1	insolvency/bankruptcy	
31/08/2020	£73.00	£273.01					£346.01	4	deceased < 2 wks o/s	
"	£0.49						£0.49	2	uneconomical to pursue	
"		£454.50					£454.50	1	not financially viable	
"		£172.14					£172.14	1	HB Reg100 compliant not recoverable	
"			£962.50				£962.50	1	deceased	
30/09/2020	£54.21	£430.00					£484.21	3	not financially viable	
"	£72.98	£179.68					£252.66	3	deceased < 2 wks o/s	
"	£5.55						£5.55	2	uneconomical to pursue	
"		£91.87	£831.94				£923.81	2	insolvency /bankruptcy	
"		£371.58					£371.58	1	deceased	
Q2 Totals	£254.59	£2,926.60	£1,794.44	£1,081.26	£0.00	£0.00	£0.00	£6,056.89	28	
Q1 Totals (B/F)	£360.84	£2,794.02	£2,692.94	£2,407.24	£0.00	£0.00	(£46.29)	£8,208.75	38	
Overall Total	£615.43	£5,720.62	£4,487.38	£3,488.50	£0.00	£0.00	(£46.29)	£14,265.64	66	

Appendix E

Summary of Housing Write Offs 01/04/2020-30/06/2020

Date of Write Off	Assistant Director - Neighbourhoods				Executive Director of Finance (£5,000.01-£10,000.00)	Cabinet (£10,000.01 and Over)	Remitted	Credit Write Off	Reversed Write Off (Write On)	Total	No. of Accounts (Write Off Only)	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£2,000.00)	(£2,000.01-£5,000)								
03/06/2020								(£2,159.29)		(£2,159.29)		Private Homelink accounts over 6 years under £25.00
30/06/2020		£83.29			£7,851.53					£7,934.82	2	No trace/ prison
"	£71.03	£591.55	£3,184.73		£7,087.58					£10,934.89	8	Deceased
"	£14.56									£14.56	1	Uneconomic to pursue
"	£320.00	£5,539.57	£4,565.11	£4,972.42						£15,397.10	39	Statute barred
"			£934.56							£934.56	1	Debt relief order
Q1 Totals	£405.59	£6,214.41	£8,684.40	£4,972.42	£14,939.11	£0.00	£0.00	(£2,159.29)	£0.00	£33,056.64	51	

Summary of Housing Write Offs 01/04/2020-30/09/2020

Date of Write Off	Assistant Director - Neighbourhoods				Executive Director of Finance	Cabinet	Remitted	Credit Write Off	Reversed Write Off (Write On)	Total	No. of Accounts (Write Off Only)	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£2,000.00)	(£2,000.01-£5,000)	(£5,000.01-£10,000.00)	(£10,000.01 and Over)						
25/08/2020									(£1,167.93)	(£1,167.93)		Traced
26/08/2020									(£2,241.70)	(£2,241.70)		Tenant on Housing waiting list
30/09/2020	£312.90	£486.71	£4,767.18	£3,073.18						£8,639.97	22	Deceased
"	£10.85	£123.39								£134.24	2	Uneconomic to pursue
"	£4,410.70	£5,168.50		£4,649.43						£14,228.63	201	Statute barred
"	£192.71	£126.08	£593.65							£912.44	17	LA Error
"							(£1,594.92)			(£1,594.92)		Private Homelink accounts over 6 years over £25.00
"							(£499.57)			(£499.57)		Former tenant rent accounts over 6 years under £25.01
Q2 Totals	£4,927.16	£5,904.68	£5,360.83	£7,722.61	£0.00	£0.00	£0.00	(£2,094.49)	(£3,409.63)	£18,411.16	242	
Q1 Totals (B/F)	£405.59	£6,214.41	£8,684.40	£4,972.42	£14,939.11	£0.00	£0.00	(£2,159.29)	£0.00	£33,056.64	51	
Overall Total	£5,332.75	£12,119.09	£14,045.23	£12,695.03	£14,939.11	£0.00	£0.00	(£4,253.78)	(£3,409.63)	£51,467.80	293	

Appendix F

Ref	Name	Year	From	To	Balance	Total	Comments
	Blue Inc (UK) Ltd	2018/19	01/04/2018	10/12/2018	£15,697.20		
						£15,697.20	In administration, no dividend anticipated for TBC
	TRL Realisations Ltd	2019/20	01/04/2019	19/07/2018	£95.00		
		2019/20	19/07/2019	02/12/2019	£21,264.89		
						£21,359.89	In administration, no further dividend anticipated for TBC
	Westaco Ltd t/a Project Fashion	2016/17	08/06/2016	17/12/2016	£16,042.57		
						£16,042.57	Proposal to strike off, registered address is residential
						£ 53,099.66	

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