

Appendix A

Summary of Council Tax Write Offs 01/04/2021-30/06/2021

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)									
Q1 of 2021/22									(£53.71)	(£53.71)		Dividend
Q1 of 2021/22									(£24.16)	(£24.16)		CTR
Q1 of 2021/22									(£36.44)	(£36.44)		Payment received
10/06/2021			£1,665.82							£1,665.82	1	Hardship
Q1 Totals	£0.00	£0.00	£1,665.82	£0.00	£0.00	£0.00	£0.00	£0.00	(£114.31)	£1,551.51	1	



# Appendix C

## Summary of Sundry Income Write Offs 01/04/2021-30/06/2021

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)
17/06/2021				£562.00							£562.00	1	Age of debt
28/05/2021	£188.66										£188.66	1	Insurance element of a ground rent invoice
29/06/2021	£52.06										£52.06	1	Deceased
<b>Totals</b>	<b>£240.72</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£562.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£802.72</b>	<b>3</b>	





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