

# 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>Q1 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>	

# Appendix D

## Summary of Benefit Overpayment Write Offs 01/04/2021-30/06/2021

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)						
30/04/2021	£0.66						£0.66	1	uneconomical to pursue	
"	£27.79						£27.79	1	not financially viable	
"	£74.83						£74.83	2	deceased < 2 wks o/s	
"		£417.83					£417.83	1	deceased	
31/05/2021	£1.56						£1.56	1	uneconomical to pursue	
"	£91.40						£91.40	3	not financially viable	
"	£97.31						£97.31	1	deceased	
30/06/2021	£74.43	£172.42					£246.85	3	deceased <2 wks o/s	
"					£6,458.30		£6,458.30	1	deceased	
<b>Q1 Totals</b>	<b>£367.98</b>	<b>£590.25</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£6,458.30</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£7,416.53</b>	<b>14</b>	

# Appendix E

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

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 (dr Write Off Only)	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£2,000.00)	(£2,000.01-£5,000)								
11/05/2021		£100.20								£100.20	1	Bankrupt
"	£71.65	£498.20	£1,967.86	£5,498.94						£8,036.65	10	Deceased. No estate or under £250
"		£100.33								£100.33	1	Traced to various addresses. Now moved on or no known address
"		£893.40								£893.40	2	Management Request
"	£342.83	£4,172.13	£20,563.74	£25,611.60						£50,690.30	58	Over 6 years old Statute Bared, no contact during at least last 6 years
11/05/2021							(£3,975.72)			(£3,975.72)		Former TNT rent accounts below £50.00 – 1/1/00 to 31/12/09
"							(£1,806.01)			(£1,806.01)		Former TNT rent accounts below £50.00 up to 31/12/99
"							(£295.27)			(£295.27)		Former TNT garage accounts below £25.00 – 1/10/10 to 31/12/14
22/06/2021							(£594.31)			(£594.31)		Former TNT rent accounts below £50.00 – 1/1/10 to 31/12/15
22/06/2021								(£71.10)		(£71.10)		Garage Write Ons
23/06/2021							(£87.40)			(£87.40)		Former TNT garage accounts below £50.00 to 31/12/99
24/06/2021							(£108.28)			(£108.28)		Garage & rent - over £50
<b>Q1 Totals</b>	<b>£414.48</b>	<b>£5,764.26</b>	<b>£22,531.60</b>	<b>£31,110.54</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£5,866.99)</b>	<b>(£71.10)</b>	<b>£52,882.79</b>	<b>72</b>	