

Appendix A

Summary of Council Tax Write Offs 01/04/2021-30/09/2021

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)	£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)									
Q2 of 2021/22									(£1,959.11)	(£1,959.11)		IVA terminated
Q2 of 2021/22									(£168.76)	(£168.76)		Dividens received
21/07/2021			£1,745.20							£1,745.20	1	Hardship
16/09/2021		£473.96								£473.96	1	Hardship
23/09/2021				£2,826.88						£2,826.88	1	Absconded
Q2 Totals	£0.00	£473.96	£1,745.20	£2,826.88	£0.00	£0.00	£0.00	£0.00	(£2,127.87)	£2,918.17	3	
Q1 Totals (B/F)	£0.00	£0.00	£1,665.82	£0.00	£0.00	£0.00	£0.00	£0.00	(£114.31)	£1,551.51	1	
Overall Total	£0.00	£473.96	£3,411.02	£2,826.88	£0.00	£0.00	£0.00	£0.00	(£2,242.18)	£4,469.68	4	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2021-30/09/2021

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)						
31/07/2021	£16.72						£16.72	2	Not financially viable	
31/08/2021		£449.95					£449.95	4	Deceased, <2 weeks outstanding	
"	£53.41						£53.41	1	Not financially viable	
30/09/2021	£5.62						£5.62	2	Uneconomic to pursue	
"		£396.16					£396.16	2	Deceased, <2 weeks outstanding	
"		£389.44					£389.44	1	Deceased	
Q1-2 overall	£47.87	£278.92					£326.79	4	Non recoverable debt Reg100	
Q2 Totals	£123.62	£1,514.47	£0.00	£0.00	£0.00	£0.00	£1,638.09	16		
Q1 Totals (B/F)	£367.98	£590.25	£0.00	£0.00	£6,458.30	£0.00	£7,416.53	14		
Overall Total	£491.60	£2,104.72	£0.00	£0.00	£6,458.30	£0.00	£9,054.62	30		

Appendix E

Summary of Housing Write Offs 01/04/2021-30/09/2021

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 (Write Off Only)	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£2,000.00)	(£2,000.01-£5,000)								
06/08/2021				£4,860.01						£4,860.01	1	Bankrupt
"	£123.35	£1,089.11	£532.62							£1,745.08	10	Deceased
"	£10.97									£10.97	1	LA Error
"		£256.61								£256.61	1	Management Request
"	£21.25	£1,188.86	£901.01	£7,901.46						£10,012.58	12	Statute Barred
"							(£729.97)			(£729.97)		Former tenant garage rent under £50 up to 31/12/2009 (29)
"							(£500.19)			(£500.19)		Former tenant garage rent under £50 01/01/2000 to 31/03/2015 (17)
16/08/2021							(£81.35)			(£81.35)		System error (1)
26/08/2021							(£51.02)			(£51.02)		Former tenant court costs under £50.00 over 6 years old (3)
27/08/2021							(£15.77)			(£15.77)		Former tenant recharge under £50.00 over 6 years old (5)
16/09/2021								(£7.04)		(£7.04)		Garage account credited after write off
"								(£856.06)		(£856.06)		Rent account credited after write off
Q2 Totals	£155.57	£2,534.58	£1,433.63	£12,761.47	£0.00	£0.00	£0.00	(£1,378.30)	(£863.10)	£14,643.85	25	
Q1 Totals (B/F)	£414.48	£5,764.26	£22,531.60	£31,110.54	£0.00	£0.00	£0.00	(£6,866.99)	(£71.10)	£52,882.79	72	
Overall Total	£570.05	£8,298.84	£23,965.23	£43,872.01	£0.00	£0.00	£0.00	(£8,245.29)	(£934.20)	£67,526.64	97	

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