

Appendix A

Summary of Council Tax Write Offs 01/04/2021-31/03/2022

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)									
26/01/2022									(£165.93)	(£165.93)		Adjusted CTR
14/03/2022		£859.09	£6,641.11	£6,517.95						£14,018.15	11	Hardship
17/03/2022		£313.04								£313.04	1	Hardship
21/03/2022		£498.41								£498.41	1	Hardship
23/03/2022							(£28.30)			(£28.30)		Suspense payments over 2 years old
24/03/2022			£1,979.57	£3,371.22						£5,350.79	2	Hardship
25/03/2022		£421.23								£421.23	1	Hardship
31/03/2022	£22.92									£22.92	1	Hardship
Q4 Totals	£22.92	£2,091.77	£8,620.68	£9,889.17	£0.00	£0.00	£0.00	(£28.30)	(£165.93)	£20,430.31	17	
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	
Q2 Totals (B/F)	£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	
Q3 Totals (B/F)	£14.63	£694.23	£12,368.96	£0.00	£0.00	£0.00	£0.00	£0.00	(£745.10)	£12,332.72	14	
Overall Total	£37.55	£3,259.96	£24,400.66	£12,716.05	£0.00	£0.00	£0.00	(£28.30)	(£3,153.21)	£37,232.71	35	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2021-31/03/2022

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)						
31/01/2022	£160.00						£160.00		1	Court costs
"	£12.86						£12.86		1	Discretionary Housing Payments
"	£25.20	£640.84					£666.04		3	Not Financially Viable
"	£60.05	£302.27					£362.32		1	Banruptcy
"		£325.18					£325.18		2	Deceased < 2wks o/s
28/02/2022	£67.56						£67.56		3	Not Financially Viable
"		£910.41					£910.41		7	Deceased < 2wks o/s
"						(£113.82)	(£113.82)			Deceased < 2wks o/s
31/03/2022	£41.06						£41.06		1	Deceased
"	£3.53						£3.53		1	Small balance o/s
"		£928.97					£928.97		6	Deceased < 2wks o/s
	£8.49	£156.57	£989.88				£1,154.94		3	Non recoverable debt Reg100
Q4 Totals	£378.75	£3,264.24	£989.88	£0.00	£0.00	£0.00	(£113.82)	£4,519.05	29	
Q1 Totals (B/F)	£367.98	£590.25	£0.00	£0.00	£6,458.30	£0.00	£0.00	£7,416.53	14	
Q2 Totals (B/F)	£123.62	£1,514.47	£0.00	£0.00	£0.00	£0.00	£0.00	£1,638.09	16	
Q3 Totals (B/F)	£128.51	£2,151.40	£631.86	£2,717.19	£11,376.79	£0.00	(£0.10)	£17,005.65	25	
Overall Total	£998.86	£7,520.36	£1,621.74	£2,717.19	£17,835.09	£0.00	(£113.92)	£30,579.32	84	

Appendix E

Summary of Housing Write Offs 01/04/2021-31/03/2022

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)						
10/03/2022	£74.05	£458.16	£620.35	£3,557.43					£4,709.99	5	Deceased. No estate or under £250	
	£19.36								£19.36	2	LA Error	
	£129.69	£4,556.97	£560.00						£5,246.66	28	Over 6 years old Statute Barred, no contact during at least last 6 years	
11/03/2022							(£5,027.22)		(£5,027.22)		Over 6 years old	
Q4 Totals	£223.10	£5,015.13	£1,180.35	£3,557.43	£0.00	£0.00	£0.00	(£5,027.22)	£0.00	£4,948.79	35	
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	
Q2 Totals (B/F)	£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	
Q3 Totals (B/F)	£267.44	£7,042.57	£6,795.35	£12,854.98	£17,535.88	£0.00	£0.00	(£13,514.57)	£0.00	£30,981.65	67	
Overall Total	£1,060.59	£20,356.54	£31,940.93	£60,284.42	£17,535.88	£0.00	£0.00	(£26,787.08)	(£934.20)	£103,457.08	199	