

Appendix A

Summary of Council Tax Write Offs 01/04/2022-31/12/2022

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)	(£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)										
05/10/2022	£68.69									£68.69	1	Hardship	
"								(£21.01)		(£21.01)		Dividend received	
06/10/2022								(£2,176.00)		(£2,176.00)		DRO failed	
20/10/2022								(£132.08)		(£132.08)		Liability changed	
"								(£1,212.49)		(£1,212.49)		Liability changed	
"								(£340.66)		(£340.66)		Liability changed	
09/11/2022								(£10.88)		(£10.88)		Dividend Received	
15/11/2022	£44.25									£44.25	1	Hardship	
17/11/2022		£339.48								£339.48	1	Hardship	
"	£63.46									£63.46	1	Hardship	
22/11/2022								(£20.00)		(£20.00)		Payment received	
07/12/2022			£10,787.64							£10,787.64	16	Unable to pursue further	
08/12/2022								(£3,512.39)		(£3,512.39)		Voluntary Arrangement failed	
Q3 Totals	£176.40	£339.48	£10,787.64	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	(£7,425.51)	£3,878.01	20	
Q1 Totals (B/F)	£0.00	£476.18	£1,916.51	£3,911.18	£0.00	£0.00	£0.00	£0.00	£0.00	(£40.52)	£6,263.35	3	
Q2 Totals (B/F)	£0.00	£255.00	£1,372.36	£4,976.09	£0.00	£0.00	£0.00	£0.00	£0.00	(£7.41)	£6,596.04	3	
Overall Total	£176.40	£1,070.66	£14,076.51	£8,887.27	£0.00	£0.00	£0.00	£0.00	£0.00	(£7,473.44)	£16,737.40	26	

Appendix B

Summary of NDR Write Offs 01/04/2022-31/12/2022

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)									
Q3 Totals	£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	(£51.02)	(£51.02)	0	
Q2 Totals (B/F)	£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	(£51.02)	(£51.02)	0	

Page 3 of 4

Appendix C

Summary of Sundry Income Write Offs 01/04/2022-31/12/2022

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)
14/12/2022	£4,495.23										£4,495.23	6	Liability changed
Q3 Totals	£4,495.23	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£4,495.23	6	
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	
Q2 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	£4,495.23	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£4,495.23	6	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2022-31/12/2022

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)						
31/10/2022	£51.41	£305.55					£356.96	4	Deceased, under 2 weeks outstanding	
"				£1,892.10			£1,892.10	1	Deceased	
28/12/2022	£46.38	£631.47					£677.85	8	Deceased, under 2 weeks outstanding	
"	£10.89						£10.89	3	Small balance	
"	£47.19						£47.19	1	Not financially viable to pursue	
"		£306.78					£306.78	1	Deceased, under 2 weeks outstanding	
"					£6,200.95		£6,200.95	2	Statute barred	
"						(£7.50)	(£7.50)		Payment received	
Q3 Totals	£155.87	£1,243.80	£0.00	£1,892.10	£6,200.95	£0.00	(£7.50)	£9,485.22	20	
Q1 Totals (B/F)	£128.03	£763.61	£0.00	£1,032.92	£0.00	£0.00	£0.00	£1,924.56	12	
Q2 Totals (B/F)	£280.24	£1,585.46	£0.00	£1,072.95	£4,199.16	£0.00	£0.00	£7,137.81	13	
Overall Total	£564.14	£3,592.87	£0.00	£3,997.97	£10,400.11	£0.00	(£7.50)	£18,547.59	45	

Appendix E

Summary of Housing Write Offs 01/04/2022-31/12/2022

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)								
12/11/2021	£96.19	£1,807.33								£1,903.52	13	Deceased
"	£171.25	£5,235.24	£6,795.35	£12,854.98						£25,056.82	51	Statute barred
25/11/2021							(£903.20)			(£903.20)		System error
30/11/2021					£5,289.44					£5,289.44	1	Deceased
"					£12,246.44					£12,246.44	2	Statute Barred
15/12/2021							(£9,684.48)			(£9,684.48)		Tenancy ended up to 31/12/2009, under £100, over 6 years old
"							(£2,302.14)			(£2,302.14)		Tenancy ended 01/01/2010 to 04/10/2015, under £100, over 6 years old
"							(£624.75)			(£624.75)		Garage rents under £100, over 6 years old
Q3 Totals	£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	
Q1 Totals (B/F)	£202.57	£3,974.94	£1,720.15	£0.00	£0.00	£0.00	£0.00	(£6,086.17)	£0.00	(£188.51)	30	
Q2 Totals (B/F)	£18,002.51	£21,330.79	£16,994.72	£11,794.73	£0.00	£0.00	£0.00	(£17,918.54)	(£911.10)	£49,293.11	452	
Overall Total	£18,472.52	£32,348.30	£25,510.22	£24,649.71	£17,535.88	£0.00	£0.00	(£37,519.28)	(£911.10)	£80,086.25	549	

P30237

Appendix F

Business Rates Write Offs Over £10,000 For Approval

Name	Ref	Bill From	Bill To	Balance	Comments
Portland Eye Care Ltd	█	06/08/2018	11/01/2019	£ 842.23	
		01/04/2019	01/04/2020	£ 11,633.50	
				£ 12,475.73	Creditors Voluntary Liquidation 30/06/2021
Ush Ush Confessions Ltd t/a Jet Set Clothing	█	08/11/2018	08/11/2019	£ 16,325.63	
				£ 16,325.63	Dissolved 05/10/2021
North Warwickshire Sales Ltd	█	01/06/2018	30/01/2019	£ 20,513.53	
				£ 20,513.53	Dissolved 28/09/2021
█	█	01/04/2012	01/04/2013	£ 662.75	
	"	01/04/2013	01/04/2014	£ 11,101.50	
	█	01/04/2021	08/10/2021	£ 25.30	
				£ 11,789.55	deceased 09/05/2022
Prentice Furniture Manufacturers Ltd	█	20/12/2019	12/03/2020	£ 9,829.38	
		12/03/2020	01/04/2020	£ 2,368.52	
	"	01/04/2020	12/04/2020	£ 1,326.99	
	█	20/12/2019	01/04/2020	£ 6,563.44	
	"	01/04/2020	30/04/2020	£ 1,883.21	
				£ 21,971.54	Creditors Voluntary Liquidation 11/12/2020
				£ 83,075.98	