

Appendix A

Summary of Council Tax Write Offs 01/04/2022-31/03/2023

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)									
19/01/2023			£1,466.01							£1,466.01	1	Hardship
24/01/2023									(£1,001.25)	(£1,001.25)		Voluntary arrangement failed
08/02/2023		£412.97								£412.97	1	Hardship
07/03/2023		£181.44								£181.44	1	Hardship
08/03/2023									(£5.65)	(£5.65)		Dividend received
22/03/2023				£3,678.95						£3,678.95	1	Deceased
24/03/2023			£1,861.54							£1,861.54	1	Hardship
29/03/2023		£473.39								£473.39	1	Benefits decision
30/03/2023									(£418.66)	(£418.66)		Voluntary arrangement failed
Q4 Totals	£0.00	£1,067.80	£3,327.55	£3,678.95	£0.00	£0.00	£0.00	£0.00	(£1,425.56)	£6,648.74	6	

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Q1 Totals (B/F)	£0.00	£476.18	£1,916.51	£3,911.18	£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	(£7.41)	£6,596.04	3	
Q3 Totals (B/F)	£176.40	£339.48	£10,787.64	£0.00	£0.00	£0.00	£0.00	£0.00	(£7,425.51)	£3,878.01	20	
Overall Total	£176.40	£2,138.46	£17,404.06	£12,566.22	£0.00	£0.00	£0.00	£0.00	(£8,899.00)	£23,386.14	32	

Appendix B

Summary of NNDR Write Offs 01/04/2022-31/03/2023

Date of Write Off	Head of Revenues			Assistant Director of Finance	Executive Director of Finance	Cabinet	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)									
26/01/2023		£1,354.10								£1,354.10	3	Liquidation
"			£1,567.87							£1,567.87	1	No trace
30/01/2023					£6,654.33					£6,654.33	1	Unable to pursue further
23/02/2023						£34,447.27				£34,447.27	2	Liquidation
"						£11,789.55				£11,789.55	1	Deceased/unable to pursue further
"						£36,839.16				£36,839.16	2	Struck off
Q4 Totals	£0.00	£1,354.10	£1,567.87	£0.00	£6,654.33	£83,075.98	£0.00	£0.00	£0.00	£92,652.28	10	

Q1 Totals (B/F)	£0.00	£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	£0.00	0
Q3 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	£0.00	£1,354.10	£1,567.87	£0.00	£6,654.33	£83,075.98	£0.00	£0.00	£0.00	(£51.02)	£92,601.26	10

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Appendix C

Summary of Sundry Income Write Offs 01/04/2022-31/03/2023

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)
11/01/2023	£541.14										£541.14		1 Uneconomic to pursue
27/03/2023	£375.00			£295.00							£670.00		4 Unable to recover
"				£329.00							£329.00		1 Team folded
29/03/2023				£237.00				£582.14			£237.00		1 Team folded
"											£582.14		1 Unable to recover
Q4 Totals	£916.14	£0.00	£0.00	£861.00	£0.00	£0.00	£0.00	£582.14	£0.00	£0.00	£2,359.28	8	

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	£0.00	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	£0.00	0	
Q3 Totals (B/F)	£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		
Overall Total	£5,411.37	£0.00	£0.00	£861.00	£0.00	£0.00	£0.00	£582.14	£0.00	£0.00	£6,854.51	14		

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2022-31/03/2023

Date of Write Off	Head of Benefits				Executive Director of Finance	Cabinet	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)						
31/01/2023		£478.40					£478.40		1	Insolvency (BAN)
"		£540.84					£540.84		4	<2 wks o/s due to death
"						£16,589.88	£16,589.88		1	Deceased (Cabinet approval agreed)
28/02/2023	£64.70	£120.75					£185.45		2	<2 wks o/s due to death
"		£486.51					£486.51		2	Deceased
"					£3,188.51		£3,188.51		1	Deceased
31/03/2023		£485.00					£485.00		5	<2 wks o/s due to death
"					£3,639.55		£3,639.55		1	Bankruptcy (Insolvency)
Q4 Totals	£64.70	£2,111.50	£0.00	£0.00	£6,828.06	£16,589.88	£0.00	£25,594.14	17	

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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
Q3 Totals (B/F)	£155.87	£1,243.80	£0.00	£1,892.10	£6,200.95	£0.00	(£7.50)	£9,485.22	20
Overall Total	£628.84	£5,704.37	£0.00	£3,997.97	£17,228.17	£16,589.88	(£7.50)	£44,141.73	62

Appendix E

Summary of Housing Write Offs 01/04/2022-31/03/2023

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)								
13/03/2023 "	£78.51 £35.00	£1,963.30 £1,194.82	£1,237.53							£3,279.34 £1,229.82	9 9	Deceased. No estate or under £250 Over 6 years old Statute Barred, no contact during at least last 6 years
Q4 Totals	£113.51	£3,158.12	£1,237.53	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£4,509.16	18	
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	
Q3 Totals (B/F)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	-	
Overall Total	£18,318.59	£28,463.85	£19,952.40	£11,794.73	£0.00	£0.00	£0.00	(£24,004.71)	(£911.10)	£53,613.76	500	

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