

Appendix A

Summary of Council Tax Write Offs 01/04/2023-30/06/2023

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)									
01/04/2023									(£52.97)	(£52.97)		Dividend received
"									(£230.65)	(£230.65)		Payment received
01/05/2023									(£33.91)	(£33.91)		Dividend received
01/07/2023									(£11.44)	(£11.44)		Payment received
"									(£555.30)	(£555.30)		Dividend received
04/05/2023			£1,920.41	£2,132.85						£4,053.26	2	Hardship
01/06/2023	£0.01									£0.01	1	Small balance
Q1 Totals	£0.01	£0.00	£1,920.41	£2,132.85	£0.00	£0.00	£0.00	£0.00	(£884.27)	£3,169.00	3	

Appendix B

Summary of NDR Write Offs 01/04/2023-30/06/2023

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)									
17/05/2023			£1,398.94							£1,398.94	1	Company dissolved
Q1 Totals	£0.00	£0.00	£1,398.94	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,398.94	1	

Appendix C

Summary of Sundry Income Write Offs 01/04/2023-30/06/2023

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)
03/04/2023				£90.00							£90.00		1 Team folded
"		£36.00									£36.00		1 Incorrectly billed
"		£36.00									£36.00		1 Uneconomic to pursue
06/04/2023		£468.00									£468.00		2 Age of debt
12/04/2023	£0.43										£0.43		2 Small balance
14/04/2023	£409.49										£409.49		1 Deceased
18/04/2023	£2.00										£2.00		1 Small balance
30/05/2023									£6,838.00		£6,838.00		1 Insolvency
"	£310.00										£310.00		1 Age of debt
06/06/2023										£6,678.07	£6,678.07		1 Insolvency
06/06/2023				£774.00							£774.00		2 Team folded
06/06/2023	£2,329.56										£2,329.56		3 Age of debt
Q1 Totals	£3,051.48	£540.00	£0.00	£864.00	£0.00	£0.00	£0.00	£0.00	£6,838.00	£6,678.07	£17,971.55	17	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2023-30/06/2023

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)						
30/04/2023		£239.74					£239.74	1	Deceased, under 2 weeks outstanding	
"	£2.47						£2.47	1	Small balance	
31/05/1953		£624.08					£624.08	5	Deceased, Under 2 weeks outstanding	
30/06/2023		£238.71					£238.71	1	Bankruptcy	
"		£245.45					£245.45	1	Deceased no estate	
"						(£302.27)	(£302.27)		IVA payment	
Q1 Totals	£2.47	£1,347.98	£0.00	£0.00	£0.00	£0.00	(£302.27)	£1,048.18	9	

Appendix E

Summary of Housing Write Offs 01/04/2023-30/06/2023

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 (dr Write Off Only)	Reason(s)
	(£0.00-£75.00)	(£75.01-£500.00)	(£500.01-£2,000.00)	(£2,000.01-£5,000)								
02/06/2023 "	£144.59 £74.26	£125.41 £1,671.50	£4,864.00	£2,259.27 £7,610.66					£2,529.27 £14,220.42	4 15	Deceased. No estate or under £250 Over 6 years old statute barred, no contact during at least last 6 years	
Q1 Totals	£218.85	£1,796.91	£4,864.00	£9,869.93	£0.00	£0.00	£0.00	£0.00	£16,749.69	19		

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