

Appendix A

Summary of Council Tax Write Offs 01/04/2024-30/09/2024

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)									
Jul 2024		£767.22								£767.22	7	Statute barred
"	£20.60	£330.85								£351.45	2	Uneconomic to pursue
"	£64.29									£64.29	2	Hardship
"	£398.31									£398.31	14	Small balance
Aug 2024				£2,886.21						£2,886.21	1	Debt Relief Order
"		£749.05	£4,547.00							£5,296.05	5	Hardship
"								(£8.78)		(£8.78)		Payment received
Sep 2024		£168.75	£1,954.83							£2,123.58	2	Hardship
"								(£17.98)		(£17.98)		Dividend received
"												
<b>Q2 Totals</b>	<b>£483.20</b>	<b>£2,015.87</b>	<b>£6,501.83</b>	<b>£2,886.21</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£26.76)</b>	<b>£11,860.35</b>	<b>33</b>	
<b>Q1 Totals (B/F)</b>	<b>£0.00</b>	<b>£2,004.95</b>	<b>£0.00</b>	<b>£4,887.95</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£198.38)</b>	<b>£6,694.52</b>	<b>6</b>	
<b>Overall Total</b>	<b>£483.20</b>	<b>£4,020.82</b>	<b>£6,501.83</b>	<b>£7,774.16</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£225.14)</b>	<b>£18,554.87</b>	<b>39</b>	

**Appendix B**

**Summary of NDR Write Offs 01/04/2024-30/09/2024**

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)	(£2,000.01-£5,000)	(£5,000.01-£10,000.00)	(£10,000.01 and Over)						
Aug 2024				£2,521.33						£2,521.33	1	Statute barred
<b>Q2 Totals</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,521.33</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,521.33</b>	<b>1</b>	
<b>Q1 Totals (B/F)</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£54,539.71</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£54,539.71</b>	<b>9</b>	
<b>Overall Total</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,521.33</b>	<b>£54,539.71</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£57,061.04</b>	<b>10</b>	

# Appendix C

## Summary of Sundry Income Write Offs 01/04/2024-30/09/2024

Date of Write Off	Assistant Director of Assets (up to £5,000.00)	Assistant Director Environment Culture & Wellbeing (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)
Jul 2024 "	£196.78 £2,441.34										£196.78 £2,441.34		1 Uneconomic to pursue 1 Unable to trace
<b>Q2 Totals</b>	<b>£2,638.12</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,638.12</b>	<b>2</b>	
<b>Q1 Totals (B/F)</b>	<b>£4,814.16</b>	<b>£843.00</b>	<b>£588.59</b>	<b>£0.00</b>	<b>£150.00</b>	<b>£450.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£6,845.75</b>	<b>0</b>	
<b>Overall Total</b>	<b>£7,452.28</b>	<b>£843.00</b>	<b>£588.59</b>	<b>£0.00</b>	<b>£150.00</b>	<b>£450.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£9,483.87</b>	<b>2</b>	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2024-30/09/2024

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)						
30/07/2024		£370.44					£370.44	1	Not financially viable	
"		£349.32					£349.32	3	Deceased	
"			£516.90				£516.90	1	Insolvency	
"						(£587.61)	(£587.61)			
31/08/2024	£13.72						£13.72	2	Small balances	
"		£91.42					£91.42	1	Deceased	
30/09/2024	£4.48						£4.48	1	Small balances	
"		£226.04					£226.04	1	Deceased	
"	£23.41	£518.84		£3,120.12		£18,679.53	£22,341.90	7	Not financially viable	
<b>Q2 Totals</b>	<b>£41.61</b>	<b>£1,556.06</b>	<b>£516.90</b>	<b>£3,120.12</b>	<b>£0.00</b>	<b>£18,679.53</b>	<b>(£587.61)</b>	<b>£23,326.61</b>	<b>17</b>	

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Q1 Totals (B/F)      £270.15      £406.90      £2,021.74      £0.00      £8,179.25      £0.00      £0.00      £10,878.04      16

**Overall Total      £311.76      £1,962.96      £2,538.64      £3,120.12      £8,179.25      £18,679.53      (£587.61)      £34,204.65      33**

Appendix E

Summary of Housing Write Offs 01/04/2024-30/09/2024

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)								
Q2 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)	£1,154.92	£2,926.30	£8,341.14	£36,669.19	£0.00	£0.00	£0.00	(£720.61)	£0.00	£48,370.94	140	
Overall Total	£1,154.92	£2,926.30	£8,341.14	£36,669.19	£0.00	£0.00	£0.00	(£720.61)	£0.00	£48,370.94	140	

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