

Appendix A

Summary of Council Tax Write Offs 01/04/2024-31/12/2024

Date of Write Off	Head of Revenues			Assistant Director of Finance	Executive Director of Finance		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)									
Oct 2024									(£30.44)	(£30.44)		Dividend received
Nov 2024		£1,047.17								£1,047.17		3 Hardship
"	£31.25									£31.25		1 Small Balance
"				£3,766.22						£3,766.22		6 Debt Relief Order
"									(£0.02)	(£0.02)		Liability change
Dec 2024									(£19.67)	(£19.67)		Payment received
<b>Q3 Totals</b>	<b>£31.25</b>	<b>£1,047.17</b>	<b>£0.00</b>	<b>£3,766.22</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£50.13)</b>	<b>£4,794.51</b>	<b>10</b>	
<b>Q1 Totals (B/F)</b>	£0.00	£2,004.95	£0.00	£4,887.95	£0.00	£0.00	£0.00	£0.00	(£198.38)	£6,694.52	6	
<b>Q2 Totals (B/F)</b>	£483.20	£2,015.87	£6,501.83	£2,886.21	£0.00	£0.00	£0.00	£0.00	(£26.76)	£11,860.35	33	
<b>Overall Total</b>	<b>£514.45</b>	<b>£5,067.99</b>	<b>£6,501.83</b>	<b>£11,540.38</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£275.27)</b>	<b>£23,349.38</b>	<b>49</b>	

Appendix B

Summary of NNDR Write Offs 01/04/2024-31/12/2024

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)									
01/12/2024 "	£3.05	£244.20	£628.29							£872.49 £3.05	2 6	Dissolved Small balance
<b>Q3 Totals</b>	<b>£3.05</b>	<b>£244.20</b>	<b>£628.29</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>£875.54</b>	<b>8</b>	
<b>Q1 Totals (B/F)</b>	£0.00	£0.00	£0.00	£0.00	£54,539.71	£0.00	£0.00	£0.00	£0.00	£54,539.71	9	
<b>Q2 Totals (B/F)</b>	£0.00	£0.00	£0.00	£2,521.33	£0.00	£0.00	£0.00	£0.00	£0.00	£2,521.33	1	
<b>Overall Total</b>	<b>£3.05</b>	<b>£244.20</b>	<b>£628.29</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>£57,936.58</b>	<b>18</b>	

Summary of Sundry Income Write Offs 01/04/2024-31/12/2024

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 +)	Credits	Total	No. of Accounts (debit w/o only)	Reason(s)
Q1 2024/25											(£756.22)	(£756.22)		Unable to reimburse
Oct 2024											(£145.00)	(£145.00)		
Dec 2024											(£415.00)	(£415.00)		
Nov 2024								£1,050.00				£1,050.00	1	Uneconomic to pursue
Dec 2024	£1,165.57											£1,165.57	3	Absconded no trace
<b>Q3 Totals</b>	<b>£1,165.57</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>£1,050.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£1,316.22)</b>	<b>£899.35</b>	<b>4</b>	

<b>Q1 Totals (B/F)</b>	£4,814.16	£843.00	£588.59	£0.00	£150.00	£450.00	£0.00	£0.00	£0.00	£0.00	£0.00	£8,845.75	21	
<b>Q2 Totals (B/F)</b>	£2,638.12	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,638.12	2	
<b>Overall Total</b>	<b>£8,617.85</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>£1,050.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£1,316.22)</b>	<b>£10,383.22</b>	<b>27</b>	

Appendix D

Summary of Benefit Overpayment Write Offs 01/04/2024-31/12/2024

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)						
Oct 2024		£94.72	£810.46				£905.18	2	Not financially viable	
"		£206.96					£206.96	2	Deceased	
Nov 2024		£272.25					£272.25	1	Uneconomic to pursue	
Dec 2024	£59.11						£59.11	2	Deceased	
"				£1,194.67			£1,194.67	1	Not financially viable	
<b>Q3 Totals</b>	<b>£59.11</b>	<b>£573.93</b>	<b>£810.46</b>	<b>£1,194.67</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2,638.17</b>	<b>8</b>	
<b>Q1 Totals (B/F)</b>	£270.15	£406.90	£2,021.74	£0.00	£8,179.25	£0.00	£0.00	£10,878.04	16	
<b>Q2 Totals (B/F)</b>	£41.61	£1,556.06	£516.90	£3,120.12	£0.00	£18,679.53	(£587.61)	£23,326.61	17	
<b>Overall Total</b>	<b>£370.87</b>	<b>£2,536.89</b>	<b>£3,349.10</b>	<b>£4,314.79</b>	<b>£8,179.25</b>	<b>£18,679.53</b>	<b>(£587.61)</b>	<b>£36,842.82</b>	<b>41</b>	

Summary of Housing Write Offs 01/04/2024-31/12/2024

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)								
11/11/2024		£931.38								£931.38	4	Deceased
"	£325.95	£3,165.63	£11,571.77	£18,207.82						£33,271.17	38	Statute Barred
"			£2,114.90							£2,114.90	1	Debt Relief Order
"							(£598.38)			(£598.38)		Unable to reimburse
19/11/2024					£5,076.55					£5,076.55	1	Statute Barred
<b>Q3 Totals</b>	<b>£325.95</b>	<b>£4,097.01</b>	<b>£13,686.67</b>	<b>£18,207.82</b>	<b>£5,076.55</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£598.38)</b>	<b>£0.00</b>	<b>£40,795.62</b>	<b>44</b>	
<b>Q1 Totals (B/F)</b>	<b>£1,154.92</b>	<b>£2,926.30</b>	<b>£8,341.14</b>	<b>£36,669.19</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£720.61)</b>	<b>£0.00</b>	<b>£48,370.94</b>	<b>140</b>	
<b>Q2 Totals (B/F)</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>£0.00</b>	<b>-</b>	
<b>Overall Total</b>	<b>£1,480.87</b>	<b>£7,023.31</b>	<b>£22,027.81</b>	<b>£54,877.01</b>	<b>£5,076.55</b>	<b>£0.00</b>	<b>£0.00</b>	<b>(£1,318.99)</b>	<b>£0.00</b>	<b>£89,166.56</b>	<b>184</b>	

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