



PORTFOLIO AREA: FINANCE AND RESOURCES

Date of Meeting: 20 March 2006

Public

Key Decision: No Recorded in Forward Plan: No

Inside Policy Framework

Title: BAD DEBT WRITE-OFFS FOR NNDR, COUNCIL TAX AND DEBTORS (INCLUDING EXCESS CHARGE NOTICES)

Report of: The Head of Revenues and Benefits

Report reference: RB17-05

Summary & Recommendations:

The Committee is requested to:-

Write-off the sum of £58,172.74 in respect of debts over £1,000.

Note the Head of Finance's action in writing off debts totalling £87,836.21 in respect of bad debts under £1,000.

Note that the costs will fall against the 'Write-ons' will be credited as follows:

General Fund	£ 51,146.21	General Fund	£ 7,400.95
Council Tax Pool	£ 32,042.45	Council Tax Pool	£ 13,259.29
NNDR Pool	<u>£ 62,820.29</u>	NNDR	<u>£ 825.54</u>
Total	£146,008.95	Total	£ 21,485.78

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Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

CITY OF CARLISLE

To: The Executive

RB17

Date:

BAD DEBT WRITE-OFFS FOR NNDR, COUNCIL TAX,
AND DEBTORS (INCLUDING EXCESS CHARGE NOTICES)

1. BACKGROUND INFORMATION AND OPTIONS

- 1.1 In accordance with the Head of Finance's delegated authority for the write-off of outstanding debts under £1000 the Executive is asked to note debts totalling £87,836.21 have been written off, such bad debts are summarised for the Executive's information in Table 1 of this report.
- 1.2 Also itemised in appendices are schedules of other debts exceeding £1000 and the committee is asked to consider the write-off of these debts which total £58,172.74.

	£
Appendix 1 – NNDR	26,308.36
Appendix 2 – Council Tax	14,081.41
Appendix 3 – Private Tenant Housing Benefits Overpayments	4,623.24
Appendix 4 – Ex FTA Housing Benefit Overpayments	13,159.73

- 1.3 The 'write-ons' itemised in Table One totalling £21,485.78 are in respect of balances originally written off that have since been paid and credit write-offs.
- 1.4 The write-offs are fully provisioned as explained in paragraph 4.5 below.

2. TABLE ONE

<u>Type of Debt</u>	<u>Under £1000 No of Accounts</u>	<u>Under £1000 Amount</u>	<u>£1000 & Over No of Accounts</u>	<u>£1000 & Over Amount</u>	<u>Write-Ons Amount</u>
		£		£	£
NNDR	20	5,734.09	26	26,308.36	(825.54)
Council Tax	146	37,064.80	10	14,081.41	(13,259.29)
Debtors					
Private Tenants Housing Benefit Overpayments	73	12,504.90	3	4,623.24	(16.44)
General Fund Ex HRA Excess Charge Notices	23	3,896.48			(4,558.62)
On Street	271	17,310.00			
Off Street	60	3,500.00			
Ex FTA					
Council Tenants Benefit Overpayments	23	6,997.40	8	13,159.73	(236.00)
	4	828.54			(2,589.89)
TOTAL	620	87,836.21	47	58,172.74	(21,485.78)

3. **CONSULTATION**

3.1 Consultation to Date.

3.2 Consultation proposed.

4. RECOMMENDATIONS

The Committee is requested to:-

- 1.2 Write-off the sum of £58,172.74 in respect of debts over £1000.
- 1.3 Note the Head of Finance's action in writing off debts totalling £87,836.21 in respect of bad debts under £1000.
- 1.4 Note that the costs will fall against the
- | | | |
|------------------|---|--------------------|
| General Fund | - | £ 51,146.21 |
| Council Tax Pool | - | £ 32,042.45 |
| NNDR Pool | - | <u>£ 62,820.29</u> |
| | | £146,008.95 |
- 1.5 'Write-ons' will be credited as follows:
- | | | |
|--------------|---|-----------------|
| General Fund | - | £ 7,400.95 |
| Council Tax | - | £ 13,259.29 |
| NNDR | - | <u>£ 825.54</u> |
| Total | | £ 21,485.78 |
- 4.5 In the case of General Fund the Write-offs will be charged against provisions made for bad debts. However VAT which has been separately identified will be recouped in future VAT returns. Note HRA debts and provisions have been transferred to the General Fund. Write-off/write on of Council Tax will fall against the pool provisions within those accounts. Any Council Tax Court Costs written off will be charged against the costs 'Bad Debt' provision within the General Fund.

5. REASONS FOR RECOMMENDATIONS

Debt irrecoverable

6. IMPLICATIONS

- Staffing/Resources – Not Applicable
- Financial – Included within the report.
- Legal – Not Applicable
- Corporate – Not Applicable

- Risk Management – Not Applicable
- Equality Issues – Not Applicable
- Environment – Not Applicable
- Crime and disorder – Not Applicable
- Impact on the Customer – Not Applicable

P MASON
Head of Revenues & Benefits Services

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Revenues & Benefits
Carlisle
10 March 2006
PM/WB/RB17-05