

Record of an officer making an executive decision



Name of officer and title	Andrew Small – Director with responsibility for Finance
Subject matter:	Sundry Debtor Write Offs (February to October 2018)
Date of decision:	5 November 2018
Decision:	<p>To write off 38 debts, totalling £17,081.58, against the appropriate bad debt provision, in accordance with standing orders. The debts cover the period February to October 2018.</p> <p>This decision relates to sundry debts where, despite every effort by the Council's officers and outside agencies, debts have proved to be irrecoverable. The Director with responsibility for Finance has the authority to write off individual debts that are less than £1,000.</p> <p>Existing provisions are sufficient to write off the debts.</p> <p>Effective debt management is a clear objective of Income Generation. This will include both the necessity of providing sufficient provisions for bad debts and the recognition that further recovery action should be cost-effective.</p>
Reasons for decision:	<p>Full details of the write offs for each account are confidential as they pertain to information relating to individuals. The reasons for write-off are varied but include the following:-</p> <ul style="list-style-type: none"> • Unable to trace and uneconomical considering age of debt • Relates to a Liability Order, Police had advised not to attend site. • Moved overseas (various countries) – out of jurisdiction and uneconomical to pursue. • Cannot trace – aged debt. • Subject to criminal / committal proceedings = uneconomical to pursue further
Alternative options considered	Continued recovery action is unlikely to result in payment of these debts.
Any conflict of interest declared by a Cabinet Member who is consulted and any dispensations granted to them:	None.
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