

## Record of an officer making an executive decision



### **SUNDRY DEBTOR WRITE OFFS (NOVEMBER 2018 TO JANUARY 2019)**

#### **(a) Decision(s)**

To write off 15 debts totalling £7,532.71 against the appropriate bad debt provision, in accordance with standing orders.

Full details on the housing benefits write-offs are confidential as they pertain to information relating to individuals. The reasons for write-offs include that the persons cannot be traced, have moved overseas or from the area, or that it is uneconomical to recover the debts.

#### **(b) Reason(s) For Decision(s)**

The approval of the Director with responsibility for Finance is required to write off debts less than £1,000.

#### **(c) Alternative Option(s) Considered**

Continued recovery action is unlikely to result in payment of these debts.

#### **(d) Conflicts of Interest/Dispensation(s)**

There are none.

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