

To: Finance, Resources and Customer Services Policy Board

On: 04 September 2019

Report by: Director of Finance and Resources

Heading: Housing Benefit Overpayments: Accounts for write-off

1. Summary

- 1.1 In accordance with Financial Regulation 3.5.10 a report regarding the write-off for sums over £10,000 due must be submitted to the Finance and Resources Policy Board.
- 1.2 The debt recovery process involves extensive effort by the Council and its collection agents to locate the debtor and recover the debt. During this process a stage can be reached when it is recognised that the recovery of the sums is no longer viable, and it is prudent to write-off the recovery of the outstanding liability.
- 1.3 The Council has already pursued each of the debts summarised on the attached Appendix through its follow up cycle and it is considered prudent to write-off the outstanding balance.
- 1.4 The approval for the write-off will enable the Council to prudently reflect within the financial accounts an accurate representation of the collectable debt. The Council continues to monitor the accounts and, where the circumstances of the debtor alter, will instigate further recovery action as appropriate. The level of write-off will be contained within the Council's bad debt provision.
- 1.5 An analysis of the debt proposed for write-off highlighting the reason why collection is deemed irrecoverable is shown in table 1 below:

Table 1

Housing Benefit Overpayments		
Reason	No. Debtors	Value
Sequestered	6	£29,910.75
Total	6	£29,910.75

2. Recommendations

2.1 The Board is asked to authorise the write-off of £29,910.75 as detailed above.

Implications of the Report

1. **Financial** – There has been adequate provision made for these bad debts.
 2. **HR & Organisational Development** - None
 3. **Community Planning** – None
 4. **Legal** - None
 5. **Property/Assets** – None
 6. **Information Technology** – None
 7. **Equality & Human Rights** – None
 8. **Health & Safety** - None
 9. **Procurement** – None
 10. **Risk** - None
 11. **Privacy Impact** – None
 12. **CoSLA Policy Position** - None
 13. **Climate Risk** - None
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Appendix

Name	Period of Overpayment	Reason	Amount
Debtor 3 – Cross refer with previous report Council Tax Accounts for Write Off	26/10/2009 to 14/10/2012	Sequestrated	£876.54
Debtor 5 - Cross refer with previous report Council Tax Accounts for Write Off	16/06/2014 to 13/03/2016	Sequestrated	£1,255.40
Debtor 6 - Cross refer with previous report Council Tax Accounts for Write Off	08/06/2015 to 31/07/2016	Sequestrated	£2,733.00
Debtor 8 - Cross refer with previous report Council Tax Accounts for Write Off	25/07/2016 to 31/07/2016	Sequestrated	£114.38
Debtor 9 - Cross refer with previous report Council Tax Accounts for Write Off	05/02/2018 to 07/10/2018	Sequestrated	£2,106.41
Debtor 11 – Housing benefit overpayment debt only	07/07/2008 to 26/10/2018	Sequestrated	£22,825.02
Total			£29,910.75