

# WEST DUNBARTONSHIRE COUNCIL

## Report by the Chief Executive

Corporate Services Committee: 28 June 2006

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### Subject : Write Off of Miscellaneous Income Debtor Accounts

#### 1. Purpose

- 1.1 The purpose of this report is to recommend for approval the write off of debts in respect of miscellaneous income debtor accounts.

#### 2. Background

- 2.1 Miscellaneous income debtor accounts are issued to individuals and organisations for the use of certain Council services. In certain circumstances, such as liquidation or sequestration, debts may become uncollectable. Financial Regulation D4 gives the Head of Finance authority to write off individual debts up to £500. Individual debts exceeding £500 can only be written off with the approval of Members.

#### 3. Main Issues

- 3.1 Debts totalling £18,833.19 are submitted for write off. Appendix 1 contains the details of all individual debts.
- 3.2 Although the debts are treated as written off, should any circumstances change whereby debts can be collected, the Council will pursue them. Indeed, if any Member has information or query regarding a debtor, they can contact the Finance Service directly.

#### 4. Personnel Issues

- 4.1 There are no personnel issues.

#### 5. Financial Implications

- 5.1 The miscellaneous income debts written off totalling £18,833.19 are provided for in the Council's bad debt reserve.

#### 6. Conclusions

- 6.1 The individual debts detailed in Appendix 1 are deemed uncollectable. Sums written off are provided for in the Council's bad debt reserve.

## **7. Recommendations**

- 7.1** Members are asked to approve the write off of miscellaneous income debts totalling £18,833.19.

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Tim Huntingford  
Chief Executive

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**Background Papers:** None

**Wards Affected:** All Council Wards.