

HOUSING BENEFIT OVERPAYMENT AMOUNTS WRITTEN OFF

1.0 Details of Officers Exercising the Delegated Authority

Name	David Ripley	Leigh Clarke
Title	Revenues, Benefits & Customer Services Business Manager	Financial Services Manager Action (Chief Finance Officer/S151 Officer)

2.0 The Delegated Authority Being Exercised

Financial regulation 12.14 states:

Any debt due to the Council may only be written-off with the authorisation of the Executive except, insofar as an individual debt does not exceed £10,000, the initial authority may be given by the Chief Finance Officer who shall be required to publish periodically reports of the debts that have been written off in accordance with the delegated authority.

Debts over £10,000 are reported to the Executive at least annually in the Statement of Accounts and any other delegated reports as.

The Chief Finance officer is exercising this delegated authority and the Revenues, Benefits & Customer Services Business Manager is exercising an authority delegated to him by the CFO for debts up to £5,000.

3.0 The decision made including the date the decision was made

3.1 To write off Housing benefit debts during the month of (type in month and year)

	Number of debts	Value of debts
Under £5,000	33	4572.29
Over £5,000		
Total	33	4,572.29

The reasons for the decision

3.2 The debts are considered uncollectable and have been written off for the following reasons

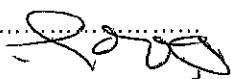
<u>Write off reason</u>	<u>Number of invoices</u>	<u>Total amount</u>
Uneconomical (19U)	22	2,098.65
Bankruptcy (20B)	7	-17.39

LOG INTO MOD.GOV AND COMPLETE THE DELEGATED AUTHORITY FORM AND ATTACH THE AUTHORIZED FORM

Date

Signed (Debts > £5,000)

Date 6/16/21

Signed  (debts < £5,000)

- 6.1 Supporting details are of a confidential nature and therefore not published.
- 6.0 List, and attach copies of, any report considered by the Officer making the decision.
- 5.1 No Executive Member consulted.
- 5.0 A record of any conflict of interest declared by an Executive Member consulted by the Officer (and any dispensation granted in respect of such conflict).
- 4.1 All efforts to recover these debts have been pursued.
- 4.0 Details of any alternative options considered and rejected by the Officer

Otherwise Irrecoverable (220)	3	2,135.59
Time Barred (30T)	1	355.44
Total	33	4,572.29