

Insolvency – Liquidation	MLS Business Centre Ltd 2 nd Flr Front East, Mill St Account no. 711863914 Period – 01/08/07 to 31/03/08 & 01/04/08 to 10/12/08	Amount <u>£ 10,593.82</u>
Insolvency – Company dissolved	Maywand Ltd Unit D Threeways House George Street Account no. 711864938 Period – 04/05/07 to 31/11/07	Amount <u>£ 10,648.65</u>
Insolvency – Company dissolved	Apex Performance UK Ltd Unit 28 Peterley Road Account no. 711852949 Period – 01/02/06 to 31/03/09	Amount <u>£ 26,328.00</u>
Other – Statue Barred	Mr J & Mrs J Simpson Unit E, Threeways House, George Street Account no. 70791401X Period – 18,302.50	Amount <u>£ 18,302.50</u>
Insolvency – Company dissolved	Café Panini Ltd Grd-1 st Flr North Bailey House, New Inn Hall St Account no. 711853318 Period – 01/04/06 to 03/05/07	Amount: <u>£ 15,820.12</u>
Insolvency – Liquidation	Daniel Clayton & Carol Bartlett The Crown & Thistle, 132 Old Road, Headington Account no. 711868822 Period – 30/04/08 to 31/03/10	Amount <u>£ 14,517.72</u>
Insolvency – In administration	First Dragon Ltd 2 Clarendon Centre Account no. 711873205 Period – 30/06/08 to 30/01/11	Amount <u>£ 52,873.95</u>
	30 Queen Street Account no. 711879478 Period 18/11/09 to 31/03/10	Amount <u>£ 24,042.07</u>

Insolvency – Liquidation	Mainland Contractors Ltd BRS Site, Sandy Lane, West Littlemore Account no. 711875117 Period – 30/05/08 to 29/07/08	Amount <u>£ 10,760.92</u>
Insolvency – Liquidation	K&J Sewell Ltd 138-140 London Rd Account no. 711876112 Period – 18/05/09 to 02/12/10	Amount <u>£ 10,941.28</u>
Insolvency – Bankrupt	Mr Ravi Sundar Shelley Arms, 114 Cricket Rd Account no. 711877421 Period 14/11/08 to 17/11/10	Amount <u>£ 14,059.74</u>
Insolvency – Liquidation	Simple UK Ltd 213 Cowley Rd Account no. 711878098 Period 01/07/07 to 16/11/10	Amount <u>£ 29,809.61</u>
	3 King Edward Street Account no. 711878104 Period 07/07/07 to 16/11/10	Amount <u>£ 34,026.64</u>
Insolvency – Bankrupt	Mr James Mitchell The Crooked Pot, 200 Abingdon Rd Account no. 711878427	Amount <u>£ 3,177.87</u>
	The Cavalier, Corpse Lane Account no. 711880091 Period 04/01/10 to 17/12/10	Amount <u>£ 6,146.04</u>
	White House, 2 Botley Road Account no. 711877074 Period 29/05/09 to 01/02/10	Amount <u>£ 11,237.11</u>
	Bricklayers Arms, Church Lane Account no. 711868976 Period 10/06/08 to 14/05/09	Amount <u>£ 5,521.63</u>

Insolvency – Liquidation	Winner Limited 23A Westgate Account no. 711883006 Period 01/04/10 to 21/11/10	Amount <u>£ 17,851.44</u>
	Total	<u>£ 335,398.95</u>

3. Council Tax - Accounts Submitted for Write-Off

Insolvency – Bankrupt	Account no. 603119399 Period 01/04/06 to 29/11/07	Amount <u>£ 3,007.65</u>
	Account no. 603392315 Period 01/04/04 to 31/03/09	Amount <u>£ 4,525.03</u>
Insolvency – Bankrupt	Account no. 600496804 Period 01/04/96 to 31/03/07	Amount <u>£ 12,112.01</u>
Debtor cannot be traced	Account no. 600089977 Period 01/04/02 to 31/03/11	Amount <u>£ 6,496.53</u>
Insolvency – Bankrupt	Account. 600429668 Period 01/04/95 to 31/03/09	Amount <u>£ 6,384.84</u>
Debtor cannot be traced	Account no. 601091977 Period 01/04/07 to 27/11/98	Amount <u>£ 5,157.20</u>
Insolvency – Bankrupt	Account no. 601326814 Period 01/04/99 to 16/12/07	Amount <u>£ 11,823.29</u>

Insolvency – Bankrupt	Account no. 601628935 Period 04/05/02 to 31/03/08	Amount <u>£ 8,353.58</u>
Insolvency – Bankrupt	Account no. 603116810 Period 01/11/01 to 31/03/08	Amount <u>£ 8,111.46</u>
Debtor cannot be traced	Account no. 604166466 Period 01/04/08 to 13/12/10	Amount <u>£ 6,065.90</u>
Debtor cannot be traced	Account no. 604223151 Period 01/03/09 to 31/04/11	Amount <u>£ 8,091.27</u>
	Total	<u>£ 80,128.76</u>

4. Overpaid Housing Benefit - Accounts Submitted for Write-Off

Debtor Deceased – No Estate	Account no. 26368221 Period 07/10/96 to 06/12/04	Amount <u>£ 12,498.60</u>
Insolvency – Bankrupt	Account no. 26699576 Period 04/04/05 to 06/09/10	Amount <u>£ 20,436.72</u>
Debtor Deceased – No Estate	Account no. 26415310 & 26691309 Period 07/01/01 to 07/08/06 & 25/10/10 to 01/11/10	Amount <u>£ 10,669.09</u>

Insolvency – Bankrupt	Account no. 26354471, 26367743, 26406413, 26484176, 26515663 Period 27/09/99 to 18/06/07	Amount <u>£ 9,483.97</u>
Debtor Deceased – No Estate	Account no. 26468794, 26545028, 26753140 Period 03/04/00 to 21/02/05, 23/08/08 to 08/09/08, 11/07/11 to 18/07/11	Amount <u>£ 10,398.25</u>
Debtor cannot be traced	Account no. 26643409, 26643412, 26643441 Period 24/09/07 to 18/05/09 & 18/06/07 to 24/09/07	Amount <u>£ 13,494.36</u>
Other – No means to recover outstanding debt.	Account no. 26594642, 26594655,26594668,2659468, 26594697 Period 24/09/07 to 20/10/08 & 01/12/08 to 25/05/09	Amount <u>£ 8,407.29</u>
	Total	<u>£ 85,388.28</u>

5. Resurrection of Debts

- 5.1 If new information or other payments are received, the debts previously written-off will be resurrected and credits will be applied. An additional column has been added into the Provision for Bad Debt table in 7.1 of this report to show the amount of payments that have been received in this financial year in respect of debts that have been previously written off.

6. Provisions for Bad Debts

- 6.1 The information below gives details, by category, the provisions for bad debt within the General Fund at the beginning of the financial year,

write-offs approved to date in 2011/2012 and what provisions will remain if the write-offs listed above are approved.

General Fund

Debt Type	Provision at 1/4/11	Written-off to date	Credits written back to date	Remaining Provision	Amount Requested	Projected Balance
Overpaid Housing Benefit	£2,744,367	£86,569.49	£3,947.76	£2,661,745.27	£85,388.28	£2,576,356.99
Business Rates	£2,111,911	£148,814.26	£9,947.22	£1,973,043.96	£335,398.95	£1,637,645.01
Council Tax	£2,763,783	£360,786.45	£2,596.65	£2,405,593.20	£80,128.76	£2,325,464.44

7.0 Risk Assessments

7.1 A risk assessment has been undertaken and the risk register is attached at Appendix A. All risks have been mitigated to an acceptable level.

8.0 Climate Change

8.1 There are no comments in respect of Climate Change.

9. Equalities Impact

9.1 In conjunction with the Equalities Projects Officer it has been agreed there is no Equalities Impact in respect of this report.

10. Legal Implications

10.1 There are no legal implications.

11. Financial Implications

11.1 There are no comments to be made by the Finance Service.

Name: Anne Harvey-Lynch
Job title: Revenues Manager
Service Area / Department; Revenues, Customer Services
Tel: 01865 252638 e-mail: aharveylynch@oxford.gov.uk

List of background papers: None

Version number:

Appendix A

Write Off of Uncollectible Debt Risk Register

No.	Risk Description Link to Corporate Obj	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid	Monitoring Effectiveness	Current Risk					
Risk Score Impact Score: 1 =Insignificant; 2 = Minor; 3 = Moderate; 4 = Major; 5 = Catastrophic Almost Certain Probability Score: 1 = Rare; 2 = Unlikely; 3 = Possible; 4 = Likely; 5 =															
1	Once written off, debt needs to be re-instated Transforming Oxford City council by improving value for money and service performance	I 1	P 3	New information or payment received.	Debt resurrected. Mitigation effectiveness: high	I 1	P 3	Action: Monitoring of payments and information received on closed accounts Action Owner: Anne Harvey-Lynch Mitigating Control: Control Owner: Anne Harvey-Lynch	Outcome required: Ensure that written-off debts are monitored for payments and new information and resurrected if required Milestone date: Monthly	Q 1	Q 2	Q 3	Q 4	I	P

This page is intentionally left blank