



Report to:	Development Committee
Subject:	Outstanding Accounts
Date:	21 February 2012
Reporting Officer:	John McGrillen Director of Development ext 3470
Contact Officers:	David Orr, Business Support Manager ext 3502

1	Relevant Background Information
1.1	The Development Department currently receives around £9m of external income per year. This includes grant income, rent of Council property and fees and charges.

2	Key Issues
2.1	Inevitably, a number of debtors who receive services fail to pay. This is despite the Central Transactions Unit having implemented the Council's procedures for the recovery of outstanding debt.
2.2	The amounts being recommended to Committee for write off total £8,561.13. These bad debts are generally caused by companies entering administration and being dissolved or by individuals going bankrupt. The advice from the Central Transactions Unit and from Legal Services is that it is very unlikely that the Council will receive any further payments in respect of the attached debts.
2.3	The total amount recommended for write off represents 0.1% of the Department's current annual income.
2.4	At it's meeting on 13 December 2011 the Development Committee requested details of the Council's Debt Management Procedures. Relevant documentation is found in Appendices 2, 3 and 4.

3	Resource Implications
3.1	There is a financial write off of £8,561.73

4	Equality and Good Relations Considerations
4.1	There are no equality and good relations considerations attached to this report

5	Recommendations
5.1	The Committee is asked to authorise that the outstanding accounts listed within the attached (Appendix 1) are written off, in accordance with Section K12 of the Council's Financial Regulations.
5.2	The Committee note the Council's Debt Management Procedures

6	Decision Tracking
If approved by Committee, the Central Transactions Unit will be authorised to write off the debts.	

8	Documents Attached
List of debtors- Appendix 1.	
Debt Management Procedures- Appendices 2, 3 & 4.	