

Nottinghamshire Police and Crime Commissioner

Notice of Decision



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For Decision or Information	Decision
Date received*:	17.04.19
Ref*:	2019.016

*to be inserted by Office of PCC

TITLE: Write off of debts 2018-19

EXECUTIVE SUMMARY:

The debts outstanding on the debtor ledger have been reviewed and the attached debts totalling £455.43 plus VAT are recommended for write off. These have been reviewed by the Force Head of Finance who has approved the one relating to an ex-employee totalling £64.02 and also recommended to the CFO to the PCC that a debt for £391.41 plus VAT be written off due to the company being in liquidation. Where the debts being written off relate to individuals the information has been made anonymous.

INFORMATION IN SUPPORT OF DECISION: (e.g report or business case)

Write off list analysis attached.

FINANCIAL INFORMATION (please include if is it capital or revenue or both. What the split is and the totals being requested. Is this a virement/ something already budgeted for or something that requires additional funding. Are there any savings that can be offered up/or achieved)

The debt can be written off from the bad debt provision maintained for this purpose; hence it can be met from within existing budgets.

Signature: 
Chief Finance Officer

Date: 24th April 2019

Is any of the supporting information classified as non public or confidential information**?	Yes		No	X
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If yes, please state under which category number from the guidance**

DECISION: To write off the debt of £533.71 of which £455.43 will be against the bad debt provision.

OFFICER APPROVAL

I have been consulted about the proposal and confirm that the appropriate advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signature: 
Chief Executive

Date: 29th April 2019

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DECLARATION:

I confirm that I do not have any disclosable pecuniary interests in this decision and I take the decision in compliance with the Code of Conduct for the Nottinghamshire Office of the Police and Crime Commissioner. Any interests are indicated below:

The above request has my approval.

Signature:



Date:

4/5/19

Nottinghamshire Police and Crime Commissioner

** See guidance on non public information

Recommend for write off

Reference	Due Date	Debtor	Original Debt	Nett	VAT	Still outstanding	Notes
9312000744	22/06/2015	Ms B	64.02	64.02	0.00	64.02	Ex employee - Unable to contact and not economic to pursue further
9312012958	30/09/2018	Attivo Technology (UK) Ltd	469.69	391.41	78.28	469.69	In liquidation
			533.71	455.43	78.28	533.71	