



LEE VALLEY REGIONAL PARK AUTHORITY
AUTHORITY MEETING
30 APRIL 2015 AT 14:00

Agenda Item No:

8

Report No:

A/4204/15

WRITE OFF OF IRRECOVERABLE ARREARS 2014/15

Presented by the Director of Finance & Resources

SUMMARY

This report advises Members of delegated action taken by the Director of Finance & Resources to write off any irrecoverable arrears below the value of £2,000.

Amounts over this value require individual Member approval. There are no individual sums of irrecoverable arrears over £2,000 for 2014/15.

During 2014/15 four debts have been written off under delegated Authority totalling £1,803.44. This is equivalent to 0.03% of the total value of invoices raised for the financial year.

RECOMMENDATION

Members Note: (1) the delegated write offs for 2014/15 as detailed in paragraphs 3 and 4 of this report.

BACKGROUND

- 1 Members agreed to delegate authority to the Director of Finance & Resources to write off debts with a value of up to £2,000 subject to an annual report on the exercise of that delegation (11 March 1999, Paper FP1594). This delegated authority is part of Financial Regulations (FR 396).
- 2 This report advises Members of action taken by the Director of Finance & Resources during 2014/15 to write off debts considered irrecoverable or uneconomic to pursue.

USE MADE OF DELEGATED POWERS TO WRITE OFF DEBTS

- 3 The Director of Finance & Resources has written off four individual debts totalling £1,803.44 during 2014/15. A bad debt provision was set aside in respect of these items of £1,034.33 in the 2013/14 accounts therefore these items will only have a direct impact on 2014/15 accounts of £769.11.
- 4 A summary of the delegated sums written off by service area are shown below

(broken down by venue compared with the annual value of invoices raised for that venue):

Facility	Total Delegated Write Offs 2014/15	Total Value of Invoices Raised 2014/15
	£	£
Stanstead Marina	1,268.65	180,941.19
Springfield Marina	0.00	445,833.55
Caravans	430.63	188,097.05
Riding Centre	0.00	265,013.79
Property	0.00	1,187,841.70
VeloPark	0.00	1,014,949.36
White Water Centre	0.00	1,019,625.46
Hockey & Tennis Centre	0.00	149,241.67
Ice Centre	0.00	171,103.17
Athletics Centre	0.00	364,012.53
Other	104.16	213,262.96
Total	1,803.44	5,199,922.43

- 5 The Authority raised 7,846 invoices during 2014/15, collecting gross income of approximately £5.2million. The sum written off under delegated authority represents 0.03% of this figure.

ENVIRONMENTAL IMPLICATIONS

- 6 There are no environmental implications arising directly from the recommendations in this report.

FINANCIAL IMPLICATIONS

- 7 The Authority has already made a provision for £1,034.33 against these debts to be written off. Therefore there will be a net impact on the 2014/15 revenue outturn of writing off the remaining sum of £769.11.

HUMAN RESOURCE IMPLICATIONS

- 8 There are no human resource implications arising directly from the recommendations in this report.

LEGAL IMPLICATIONS

- 9 There are no legal implications arising directly from the recommendations in this report.

RISK MANAGEMENT IMPLICATIONS

- 10 There are no risk management implications arising directly from the recommendations in this report.

EQUALITY IMPLICATIONS

- 11 There are no equality implications arising directly from the recommendations in this report.

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BACKGROUND REPORTS

Financial Regulations

April 2012

PREVIOUS COMMITTEE REPORTS

Authority	Paper A/4184/14	Write off of Irrecoverable Arrears 2012/13	24 April 2014
Authority	Paper A/4168/13	Write off of Irrecoverable Arrears 2012/13	25 April 2013
Authority Part II	Paper A/4156/12	Picketts Lock indoor bowls club	25 October 2012
Authority	Paper A/4144/12	Write off of Irrecoverable Arrears 2011/12	19 April 2012
Authority	Paper A/4117/11	Write off of Irrecoverable Arrears 2010/11	21 April 2011
Executive Committee	Paper E/55/10	Write off of Irrecoverable Arrears 2009/10	20 May 2010
Finance & Performance Committee	Paper FP1720	Write off of Irrecoverable Arrears	6 June 2002
Finance & Performance Committee	Paper FP1594	Irrecoverable Arrears	11 March 1999

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