



Belfast City Council

Report to: Health and Environmental Services Committee

Subject: **Outstanding Accounts**

Date: 3rd February, 2010

Reporting Officer: Trevor Martin, Head of Building Control, Ext 2450

Contact Officer: Trevor Martin, Head of Building Control, Ext 2450

Relevant Background Information

The Building Control Service is responsible for issuing Inspection Fee accounts, under the Building (Prescribed Fees) Regulations (Northern Ireland) 1982.

Key Issues

Inevitably, a number of debtors who receive this service fail to pay the accounts and, despite having implemented the Council's procedures for the recovery of outstanding debt, they remain unpaid. Details of these are provided within the attached appendix.

The amounts fall within the provision of the Financial Regulations relating to the writing-off of debt. Therefore, the Head of Building Control has recommended that the total outstanding amount of £17,578.75 be written-off. This amount represents 0.81% of the Service's revised estimated income for 2009/2010.

Building Control has monthly meetings with the Central Transactions Unit to ensure that all reasonable steps are taken in accordance with the Council's procedures to recover any outstanding debts.

Resource Implications

Financial Implications

The total debt to be written off is £17,578.75, which is within the Council's bad debt provision of 10% for outstanding debts over 90 days.

There are no Human Resources, Assets or other Implications in this report.

Recommendation

The Committee is requested to authorise that the outstanding accounts listed within the attached appendix, amounting to £17,578.75, be written off in accordance with Section K12 of the Council's Financial Regulations.

Decision Tracking

If approved by Committee, the Central Transactions Unit will be authorised to write off the debts against the debtors listed within the appendix.

The person responsible for the actions above is Trevor Martin, Head of Building Control.

Document Attached

Itemised list of debtors