

**Nottinghamshire Police and Crime Commissioner**  
**Notice of Decision**



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<b>For Decision or Information</b>	Decision
<b>Date received*:</b>	17.04.19
<b>Ref*:</b>	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: 24<sup>th</sup> April 2019

<b>Is any of the supporting information classified as non public or confidential information**?</b>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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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: 29<sup>th</sup> April 2019

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**DECLARATION:**

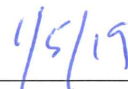
I confirm that I do not have any disclosable pecuniary interests in this decision and I take the decision in compliance with the Code of Conduct for the Nottinghamshire Office of the Police and Crime Commissioner. Any interests are indicated below:

The above request has my approval.

Signature:



Date:



**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
			<b>533.71</b>	<b>455.43</b>	<b>78.28</b>	<b>533.71</b>	