
Debt write-off information summary

Responsible Officer: Group Manager Corporate and Commercial (Guy Bezrouchko)

Recommendation

That Council receive and note the debt write-off information summary with debts written-off totalling \$1,458.73 for the period 1 July 2021 to 30 June 2022.

Background

Council's 'Debt Management and Financial Hardship' policy requires an information summary report be submitted to Council on a bi-annual basis.

• Delegations

All debts above \$1,000.00 (ex-GST) may be written off only by Resolution of Council.

Council has delegated to the General Manager the power to write-off debts equal to or below the \$1,000.00 threshold.

The General Manager has provided delegated authority to write-off debts equal to or below:

- \$500.00 to the Group Manager Corporate and Commercial
- \$250.00 to the Finance Manager

• Debts written off equal to or below \$1,000

Debts approved for write-off by Council staff were done so under delegation and in accordance with clauses 131 or 213 of the *Local Government (General) Regulation 2005*.

Debts approved for write-off during the period 1 July 2021 to 31 December 2021 totalled \$699.80 and were included in the Debt write-off information summary report at the Council meeting held 16 February 2022.

Debts approved for write-off during the period 1 January 2022 to 30 June 2022, totalling \$758.93, are tabled below:

Table 1

Customer type	Ref. number	Write-off amount	Background	Reason	Approved by
Retail water account	11913-12000-9	\$5.57	The water meter and cyble unit were not collecting the same data, resulting in incorrect data be transmitted to the itron.	Debt not lawfully recoverable	FM
Retail water account	10597-10000-6	\$306.66	Owner advising that meter read was much higher than the last read on 2/11/21 averaging roughly 7 kL litre a day. They confirmed that they had performed multiple leak checks and the red dials was not moving. Investigation determined that the base read on the physical meter may not have been zero, which would contribute to the discrepancy between the physical meter and the cyble unit.	Debt not lawfully recoverable	GMCC

Customer type	Ref. number	Write-off amount	Background	Reason	Approved by
Retail water account	11018-10000-5	\$446.70	Customer contacted Rous on 10/2/22 due to high consumption and advised that they have been away for 6 weeks and had turned the tap off at the meter prior to their departure. Investigation found that Rous' passing tap was leaking, contributing to the extra water consumption.	Debt not lawfully recoverable	GMCC
	Total	\$758.93			

- **Debts written off above \$1,000**

Debts approved for write-off by Council resolution are done so in accordance with clauses 131 or 213 of the *Local Government (General) Regulation 2005*.

No debts above \$1,000 were approved for write-off by Council during the period 1 July 2021 to 30 June 2022.

Finance

Council has an existing approved recurrent budget for debt write-off of \$10,000. Charges written off during the period 1 July 2021 and 30 June 2022 total \$1,458.73 and this amount will be included in Council's Annual Report.

Legal

Clause 131(6) of the *Local Government (General) Regulation 2005* requires the General Manager to inform Council of any amounts written off under delegated authority.

Conclusion

Charges totalling \$1,458.73 were written-off under Council resolution and delegated authority pursuant to clauses 131 or 213 of the *Local Government (General) Regulation 2005*. The next debt write-off information summary report will be included in the February 2023 business paper.