



'leading for tomorrow'

INFORMATION BULLETIN

ISSUE:- April 2006 ②

ITEM	REPORT HEADING	CONTACT	CONTACT NUMBER (01276) AND E-MAIL	PAGE
1.	Write-off of bad debts (under £1000)	Anna Houseman	707270 anna.houseman@surreyheath.gov.uk	1
2.	Bed and Breakfast Arrears	Sandra Burningham	707348 sandra.burningham@surreyheath.gov.uk	2
3.	Social Housing Grant	Sandra Burningham	707348 sandra.burningham@surreyheath.gov.uk	3

The following document contains reports for your information. If you would like any matters to be raised at the next Executive or regulatory committee, one day's written notice should be given to the Head of Legal and Support Services (with a copy to Jennie Ryton). Any matters must be raised within one calendar month of it being published in the Information Bulletin.

Produced by Legal and Support Services
Contact:- Jennie Ryton
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1. Under the Scheme of Delegation of Function to Officers Number 28, individual debts of up to £1,000 may be written off by the Head of Finance. Individual debts of amounts over £1,000 can only be written off with the approval of the Executive (Financial Regulations Section 22.2).
2. The exception to this ruling is that debts over £1,000 relating to bankruptcies and companies in liquidation can be written off by the Executive Head of Corporate Services (section 22.3).
3. The Head of Finance has, under delegated authority (Scheme of Delegation (b)(viii)62 refers), approved the write off of the following bad debt cases, all of which were under £1,000:

	<u>Debts written off to</u>		<u>Department</u>
	<u>Service Accounts</u>		
	No of cases	Amount (exc VAT) £	
<u>Sundry Debts</u>			
Uneconomical	1	22.31	Community Services
Time Barred	1	370.00	Built Environment
Customer Deceased	3	184.48	Community Services
TOTAL	5	576.79	

4. Further details of these debts can be obtained from Anna Houseman, Corporate Services - Finance (Tel. 01276-707270 or e-mail: anna.houseman@surreyheath.gov.uk)

BED AND BREAKFAST ARREARS**April 2006 ②/2**

1. The amount of bed and breakfast arrears outstanding as at 31st March 2006 was £54,811.91 compared to £51,839.84 as at 31st December 2005.
2. The arrears due are made up as follows (case figures as shown in brackets):

		Mar 2006		Dec 2005
Currently in B&B:	(14)	8,633.89	(13)	5,610.08
Re-Housed by SHBC:	(140)	44,115.19	(127)	44,487.93
Rec. for Write-Off:	(20)	2,383.83	(18)	2,062.83
Sub Total:		55,132.91		52,160.84
Less Credit:		-321.00		-321.00
Total Outstanding:		£54,811.91		£51,839.84

3. There are 3 claimants waiting for an assessment of Housing Benefit of up to £811.77, a total of 67 cases have been passed to the Legal Services Division for possible Court action in the total sum of £28,188.77

RENT DEPOSIT GUARANTEE SCHEME

1. The amount of rent deposit outstanding as at 31st March 2006 was £23,451.82 compared to £16,483.48 as at 31st December 2005.
2. The arrears due are made up as follows (case figure as shown in brackets)

		Mar 2006		Dec 2005
New Deposits & Advances:	(19)	12,123.67	(11)	6,305.00
Paid up to Quarter:	(4 th)	9,218.50	(3 rd)	6,703.00
Refunded:				97.00
Current Arrears:		20,546.65		16,978.48
Total Outstanding:		£23,451.82		£16,483.48

3. Currently 7 cases have been passed to the Legal Services Division for possible Court action in total sum of £2,385.00

GRANT PROGRAMME 2005/06 - MONITORING REPORT OF TOTAL SPEND TO DATE 31ST MARCH 2006
April 2006 ②/3

New Build - Schemes	HC Scheme No	Registered Social Landlord	Total units	Units for rent	Units for sale	Committee and Date of Approval	Date of HC Approval	Total Scheme Cost	Social Housing Grant (Approved Development Programme)	Transitional Grant (Local Authority Programme)	SH Grant (ADP) spend 2005 /2006	Transitional Grant (LAP) spend 2005 / 2006	SH Grant (ADP) spend 2006 / 2007	Transitional Grant (LAP) spend 2006/2007
								£	£	£	£	£	£	
Focus Car Site, Camberley sale - 7x1f 18x2f	455206	Peerless	25	0	25	Executive 04/03/03	26/03/03	3,310,275	0	878,655	0	834,723	43,932	0
Lorraine / Cordwalles Phase 1 rent - 9x1f 3x2f 12x2h 11x3h 4x4h	454272 455131	Peerless	39	39	0	Executive 01/04/03	24/03/03	4,368,398	1,735,210	784,482	694,084		347,042	
Lorraine / Cordwalles Phase 1 sale - 14x2h 4x3h	455130 454273	Peerless	18	0	18	Executive 01/04/03	24/03/03	2,617,518	364,753	425,737	346,516		18,237	
Lorraine / Cordwalles Phase 2 rent - 27x1f 9x2f 26x2h 10x3h 6x4h	470435	Peerless	78	78	0	Not applicable	22/03/04	10,569,655	5,825,969	0	0		0	
Worsley Road, Frimley Green sale - 2x2h 7x2f	455180	Peerless	9	0	9	Executive 02/12/03	26/03/03	1,188,496	0	364,835	346,594		18,241	
St Catherines Wood, Park Road, Camberley sale - 6x2f 4x1f	480451	A2	10	0	10	Not applicable	Feb-05	264,236	264,236	264,236			0	
Collingwood College, Camberley sale - 9x2f	479124	TVHA	9		9	Not applicable	Jan-05	112,000	112,000		56,000		56,000	
Collingwood College, Camberley sale - 7x2f	480523	TVHA	7		7	Not applicable	Feb-05	88,000	88,000		44,000		44,000	
			195	117	78			22,518,578	8,390,168	2,717,945	1,487,194	834,723	527,452	0

Low Cost Home Ownership Schemes	Registered Social Landlord	Total units	Loan	Shared Ownership	HC Grant spent 2006/2007 £
Homebuy	Thames Valley HA	0	0	0	187,875
Keyworker Living	Thames Valley HA	0	0	0	
		0	0	0	187,875