

Appendix 5

Homeless Debt Written Off in financial year 2021/22 by year and reason

YEAR	GONE AWAY	NO FUNDS	UNECONOMICAL TO COLLECT	DECEASED	SEQ/LIQ OR REC	DEBT PRESCRIBED	TOTAL DEBT
2016/17	£0.00	£0.00	£202.25	£0.00		£166,079.35	£166,281.60
2017/18	£0.00	£10,701.71	£0.00	£0.00		£0.00	£10,701.71
2018/19	£0.00	£1,032.23	£0.00	£0.00		£0.00	£1,032.23
2019/20	£0.00	£6,646.68	£89.25	£0.00		£0.00	£6,735.93
2020/21	£723.61	£5,582.27	£14,610.86	£0.00		£0.00	£20,916.74
2021/22	£0.00	£0.00	£829.48	£24.40		£0.00	£853.88
TOTAL	£723.61	£23,962.89	£15,731.84	£24.40	£0.00	£166,079.35	£206,522.09

Homeless Debt Recovery Process

Day 14 - Arrears reminder letter sent

If not paid, Day 21 - Attempt Contact with tenant

If not paid, Day 28 - Further investigation either 7 day non-occupation letter or Pre Notice of Proceedings letter sent

If not paid, Day 35 - Notice of Proceedings served by Sheriff Officer

If not paid, Day 42 - Visit to tenant

If not paid, Day 49 - Warning Letter Generated with effective date of Notice of Proceedings and possible court action

If not paid, Day 56 - Taken to Eviction Prevention Panel and authorisation for Court Action sought