

Northumberland, Tyne and Wear NHS Foundation Trust

Board of Directors Meeting

Meeting Date: 23 November 2016

Title and Author of Paper: Application to Write off Irrecoverable Debt

Executive Lead: James Duncan

Paper for Debate, Decision or Information: Decision

Key Points to Note:

- The debt is in relation to services provided to Keiro Healthcare and Innovation at Chase Park.
- Keiro went into administration on Friday 4th December 2015.
- 3 months' worth of services costs were outstanding at this time totalling £41.5k
- This is an application to write off this debt as it exceeds £30k it requires Board approval.

Risks Highlighted to Board :

- No risks - the debt was included in year end provisions and so there is no in year financial hit.

Does this affect any Board Assurance Framework/Corporate Risks? No

Equal Opportunities, Legal and Other Implications:

Outcome Required:

Decision to write off the debt

Link to Policies and Strategies:

Application to Write Off Irrecoverable Debt

Debtor:	Keiro Healthcare and Innovation		
Invoice Numbers:	9810007415	9810007711	9810007881
Original debt value:	£41,544.51		
Value to write off:	£41,544.51		
Description of original debt:	Relates to the provision of medical and therapy staff to Keiro via a Service Level Agreement.		
Reason for abandoning claim:	<p>Keiro went into administration on Friday 4th December 2015. Leading up to this we had had difficulty getting them to pay their bills. At the time of going into administration they owed us 3 months' worth of service costs (£41.5k) for September, October and November's services.</p> <p>The administrator stated at the time that it would be unlikely that we would get any of the debt back but that they would honour all invoices from December onwards (which they have done)</p> <p>As such we are left with an outstanding debt that needs to be written off as there is no chance of recovery.</p> <p>A provision was made for this in the annual accounts 15/16.</p>		
Attachments:	See email attachment to message		
Requested by:	Gill Keane	Date:	21/10/16

Approval

Authorised by:		Date:	
Authorised by:		Date:	

Authorisation Limits (as per NTW(F)26-01):

Value	Authorisation Level
< £1,000	Two of DoF, DDoF, HoAP, HoF
£1,000 - £5,000	DoF plus one of DDoF, HoAP, HoF
£5,000 - £30,000	DoF and Chief Executive
> £30,000	Board Approval

Where: DoF = Director of Finance, DDoF = Deputy Director of Finance, HoAP = Head of Accounting & Processing, HoF = Head of Finance.

(For Accountancy use only)

Checked by:		Ref:	
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