

Report FR-SS-04-15

To: Chair and Members of the Social Services Committee
From: Mary Lou Spicer, Deputy Director of Finance
Meeting Date: December 10, 2014
Subject: **Housing Write Off of Uncollectible Accounts**
Status: Recommendation adopted by Committee as presented per Resolution SS04-15; Endorsed by County Council January 6, 2015 per Resolution CC24-15;

Recommendation(s)

THAT Report FR-SS-04-15 regarding the year end write off of uncollectible accounts receivable balances for the Housing department be received;

AND THAT accounts receivable balances totaling \$34,317.39 from former Housing tenants be written off.

Background

The Finance Department prepares an entry at year end to write off accounts receivable balances for former Housing tenants that meets the following criteria. The charges originate prior to June 30, 2014 and the account has no repayment activity or the tenant moved after June 30 and staff is confident the account is uncollectible.

Although the accounts are written off for accounting purposes, this does not negate the responsibility to attempt and collect the receivable. Previous tenants with balances owing are not eligible for subsidized housing with The County of Grey or other housing providers in the province until such time as payment is made or a repayment schedule is in place. In most instances, the reason a former tenant makes payment is to become eligible for housing.

A total of \$34,317.39 meets the criteria outlined above and is within the \$40,000 budgeted amount. The recommended write off represents account balances that range from -\$2.00 to \$5,759.76 and consistent with previous years, 67% of the arrears are from former family unit tenants.

The following chart provides comparative information for the current proposed write off and the previous four years.

Summary of Accounts Receivable Write Off and Bad Debt Recovery

Year	Amount of Write Off	Number of Accounts Written off	Amount of Bad Debt Recovery
2014	\$34,317.39	32	\$936.11 (Jan 1 – Oct 31, 2014)
2013	\$44,729.92	32	\$1,318.56
2012	\$34,329.25	31	\$1,662.12
2011	\$29,950.20	27	\$596.00
2010	\$34,388.96	23	\$1,491.82

Financial / Staffing / Legal / Information Technology

Considerations

The recommended write off amount of \$34,317.39 is within the \$40,000 budgeted amount.

Link to Strategic Goals / Priorities

To ensure that Council’s goals of financial sustainability and public accountability are maintained.

Attachments (none)

Respectfully submitted by,

Mary Lou Spicer
Deputy Director of Finance

Director Sign Off: *Kevin Weppler, Director of Finance; Anne Marie Shaw, Director of Housing*