



**Annual Summary of Bad Debts Written Off 2021/22**

<b>Outcome requested:</b>	Finance and Investment Committee is asked to <b>note</b> the summary of bad debts written off for the financial year ending 31 July 2022.
<b>Executive Summary:</b>	<p>Under the Scheme of Delegation of Financial Authority the Finance and Investment Committee has delegated to SET the authority for dealing with debt, with an annual summary of bad debts written off to be reported to the Committee.</p> <p>The Scheme authorises individual debt write off as follows:</p> <p>Debts up to the value of £30,000    Chief Financial Officer          Debts up to the value of £50,000    SET          Debts over the value of £50,000    FIC</p> <p>£225k of debts were approved to be written off by the Chief Financial Officer in the year (2020/21 - £265k), representing 0.045% of income. There were no debts above an individual value of £20,000 written off.</p> <p>The amount written off is included in the figures currently undergoing external audit.</p>
<b>QMUL Strategy: strategic aim reference and sub-strategies</b>	12. Improved cash generation to enable investment
<b>Internal/External regulatory/statutory reference points:</b>	Scheme of Delegation of Financial Authority
<b>Strategic Risks:</b>	Failure to generate adequate additional income to enable investment in order to achieve the 2030 goals.
<b>Equality Impact Assessment:</b>	Equality issues are considered when dealing with individual debtors, particularly when dealing with student debts.
<b>Subject to prior and onward consideration by:</b>	N/A
<b>Confidential paper under FOIA/DPA</b>	No
<b>Timing:</b>	Relates to 2021/22 financial year
<b>Author:</b>	Janice Trounson, Deputy Director of Finance, Financial Controls
<b>Date:</b>	13 September 2022
<b>Senior Management/External Sponsor</b>	Karen Kröger, Chief Financial Officer

## Annual Summary of Bad debts written off

Debt balances are reviewed annually at year end and a provision is made against specific debts which are at risk of not being collected through credit control efforts. Once collection avenues are exhausted the debt is requested to be written off against the provision.

Debt category	Opening bad debt provision 1.8.21 £000	Debts written off in the year £000	Other movements in the provision £000	Closing bad debt provision 31.7.22 £000
Miscellaneous	218	-27	46	237
Student – Tuition & accommodation	407	-166	777	1,018
Medical Research	202	-	-169	33
Non medical				
Research	58	-	-28	30
SCS	4	-	0	4
Ilabs	1	-	36	37
QM Malta	55	-31	-16	8
	<b>945</b>	<b>-224</b>	646	<b>1,367</b>

The table below summarises the key metrics for the debts written off during 2021/22:

Debt category	Number of debts written off	Largest debt written off £000	Average debt written off £000
Tuition Fees & accommodation	98	12	2
Miscellaneous	27	4	1
Medical Research	-	-	-
Non-medical	-	-	-
QM Malta	14	15	2
Ilabs	2	0.3	0.2
<b>Total 2021/22</b>	<b>141</b>		