

INDIVIDUAL CABINET MEMBER DECISION-MAKING
RECORD OF DECISION

PART A

DETAILS OF REPORT <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Title of report	National Non Domestic Rates Debt Write-offs over £5,000 and under £50,000
Decision-maker	Cabinet Member for Finance, Resources and Community Safety
Earliest date when decision can be taken	20 February 2014
Key decision – Yes/No?	Yes
Date published on forward plan	3 January 2014
Date sent to cabinet member	12 February 2014
Recommendation	<ol style="list-style-type: none"> 1. That approval is given for the write off of £452,362.76 detailed in Appendix 1 (multiple write-offs). 2. That the cabinet member advises any further action they require on any write-off not agreed within this report

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer	Dominic Cain – Assistant Director, Revenues & Benefits
Report author	Norman Lockie – Revenues Operations Manager
Contact Number	020 7525 0928

PART B

(Cabinet member to complete this section)

DECISION(S)
I agree the recommendations set out in the report.

REASONS FOR DECISION

As set out in the report.

**ALTERNATIVE OPTIONS
CONSIDERED**

None, although I have looked at those cases to ensure that each is appropriate.

REPRESENTATIONS RECEIVED

None

ADDITIONAL ADVICE RECEIVED

Additional advice given since draft report included in the final report.

ANY INTERESTS DECLARED

Note: If the decision-maker has a disclosable pecuniary interest in the matter the report must be referred to the full cabinet for decision.

Where a cabinet member may discharge a function alone and becomes aware of a disclosable pecuniary interest in a matter being dealt with or to be dealt with by her/him, the cabinet member must notify the monitoring officer of the interest within 28 days and must not take any steps or further steps in the matter.

If a member is unsure as to whether an interest is a disclosable pecuniary interest they should contact the governance team for advice.

None

DECLARATION

I approve/~~reject~~ the recommendations set out in the report.*

or

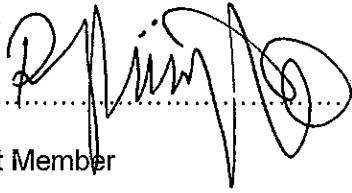
I approved an alternative course of action set out in Part B.*

or

~~I have referred this matter to the Full Cabinet for decision.*~~

(* - Please delete as appropriate)

Signed.....



Dated.....

20 February 2014

Cabinet Member

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 7284.

Seeking advice

You should seek advice from the relevant officer on a number of occasions:

- (a) If you wish to consider alternative options
- (b) If you are considering rejecting the proposals

Otherwise it is at your discretion when you should seek further advice and you should do so when you consider it appropriate.

