

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	Authorisation of Debt Write-offs over £5,000 for Place and Wellbeing Department, Commercial Rents
Decision-maker	Cabinet Member for Finance, Performance and Brexit
Earliest date when decision can be taken	25 February 2019
Key decision – Yes/No?	No
Date published on forward plan	N/a
Date sent to cabinet member	19 February 2019
Recommendation	That approval is given for the write offs of £320,036.54 for 3 debts. That the cabinet member advises any further action they require on any write-offs not agreed within this report.

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer (Name and job title)	Stephen Platts, Director of Regeneration
Report author (Name and job title)	Julia Page, Business Development Manager
Contact Number	020 7525 5672

PART B

(Cabinet member to complete this section)

DECISION(S)
AS IN REPORT

REASONS FOR DECISION
AS IN REPORT

**ALTERNATIVE OPTIONS
CONSIDERED**

NONE

REPRESENTATIONS RECEIVED

NONE

ADDITIONAL ADVICE RECEIVED

NONE

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.

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.....*W. Mills*..... Dated...*27-02-19*.....

Cabinet Member

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.

