

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 of £5,000 up to £50,000 for Adult Social Care Division
Decision-maker	Councillor Jasmine Ali, Cabinet Member for Children, Schools and Adult Care
Earliest date when decision can be taken	18 March 2019
Key decision – Yes/No?	No
Date published on forward plan	N/A
Date sent to cabinet member	12 March 2019
Recommendation	<ol style="list-style-type: none"> 1. That authorisation is given for the write off £289,159.29 of debt. 2. That the cabinet member advises any further action that 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)	David Quirke-Thornton, Strategic Director for Children's and Adults' Services
Report author (Name and job title)	George Roscoe, Service Manager Client Finance & Personal Budgets
Contact Number	020 7525 3552

PART B

(Cabinet member to complete this section)

DECISION(S)

REASONS FOR DECISION

As in report

**ALTERNATIVE OPTIONS
CONSIDERED**

N/A

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.....



Dated.....

20.03.19

Cabinet Member

Please return completed hard copy of the form to the Constitutional Team, Hub 2, 2nd Floor, 160 Tooley Street, PO 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.