

**INDIVIDUAL CABINET MEMBER DECISION-MAKING**

**RECORD OF DECISION**

**PART A**

<b>DETAILS OF REPORT</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Title of report</b>	Former tenant arrears write-offs over £5,000 and under £50,000
<b>Decision-maker</b>	Cabinet Member for Finance, Performance and Democracy
<b>Earliest date when decision can be taken</b>	9 March 2022
<b>Key decision – Yes/No?</b>	Yes
<b>Date published on forward plan</b>	01/02/2022
<b>Date sent to cabinet member</b>	1 March 2022
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. That approval is given to the write-off of the debts detailed in Appendix 1 totaling £87,871.99 (multiple write-offs).</li> <li>2. That the cabinet member advise any further action they require on any write-offs not agreed within this report.</li> </ol>

<b>ORIGINATING AUTHOR'S DETAILS</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Lead officer</b>	Duncan Whitfield, Strategic Director of Finance and Governance
<b>Report author</b>	Dominic Cain, Director of Exchequer
<b>Contact Number</b>	020 7525 0636

**PART B**

*(Cabinet member to complete this section)*

**DECISION(S)**

I agree with the recommendations

**REASONS FOR DECISION**

As set out in the report

**ALTERNATIVE OPTIONS  
CONSIDERED**

As set out in the report

**REPRESENTATIONS RECEIVED**

N/A

**ADDITIONAL ADVICE RECEIVED**

N/A

**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 09/03/2022

Cabinet Member

Please return completed hard copy of the form to Constitutional Team, 160 Tooley Street, PO BOX 64529, London, SE1P 5LX – tel: 020 7525 7187.

### 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.