

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	Client contributions debt write-off (£5k to £50k)
Decision-maker	Cabinet Member for Health and Wellbeing
Earliest date when decision can be taken	7 February 2024
Key decision – Yes/No?	Yes
Date published on forward plan	2 June 2023
Date sent to cabinet member	26 January 2024
Recommendations	That the Cabinet Member for Health and Wellbeing authorises the write-off of £21,993.48 of debt as set out in Appendix 1 of the report.

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer	David Quirke-Thornton Strategic Director of Children and Adult Services
Report author	Deborah Greenwood, Service Manager (Client Finance), Adult Social Care Division
¹Contact officer	Deborah Greenwood, Service Manager (Client Finance), Adult Social Care Division
Contact Numbers	020 7525 0815 020 7525 3672

¹ Named officer to contact on whether representations have been received or not

PART B

(Cabinet member to complete this section)

DECISION(S)

As in report

REASONS FOR DECISION

As in report

**ALTERNATIVE OPTIONS
CONSIDERED**

As in report

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.

None

DECLARATION

I approve 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 12 February 2024

Cabinet Member for Health & Wellbeing

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.