

**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 - £50k)
Decision-maker	Cabinet Member for Health and Wellbeing
Earliest date when decision can be taken	1 August 2024
Key decision – Yes/No?	Yes
Date published on forward plan	May 2024
Date sent to cabinet member	22 July 2024
Recommendations	<ol style="list-style-type: none"> 1. That the Cabinet Member for Health and Wellbeing authorise the write-off of £41,966.80 of debt as set out in Appendix 1 of the report. 2. That the Cabinet Member for Health and Wellbeing advise on 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	David Quirke-Thornton Strategic Director of Children and Adult Services
Report author	Deborah Greenwood Service Manager, Adult Social Care Division

ORIGINATING AUTHOR'S DETAILS

(Officers to complete this section prior to issuing to cabinet member)

¹Contact officer	Deborah Greenwood Service Manager, Adult Social Care Division
Contact Numbers	020 7525 0815 020 7525 3672

PART B

(Cabinet member to complete this section)

DECISION(S)

Agree with recommendations

REASONS FOR DECISION

As set out in report

**ALTERNATIVE OPTIONS
CONSIDERED**

None

REPRESENTATIONS RECEIVED

None

ADDITIONAL ADVICE RECEIVED

None

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

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 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...02/08/2024.....

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.