

**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	Debt Write-Offs over £5,000 for Finance and Resource Services – Service covered Council Tax
Decision-maker	Cabinet Member for Finance, Resources and Community Safety
Earliest date when decision can be taken	12 December 2011
Key decision – Yes/No?	Yes
Date published on forward plan	December 2011
Date sent to cabinet member	2 December 2011
Recommendation	Yes
	That approval is given for the write off of 79 Council Tax accounts, to the value of £514,419.10. Debt detailed in Appendix 1 of the report (multiple write-offs)

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer (Name and job title)	Dominic Cain – Assistant Director, Revenues & Benefits
Report author (Name and job title)	Norman Lockie – Revenues Operations Manager
Contact Number	020 7525 0928

PART B

(Cabinet member to complete this section)

DECISION(S)
I agree recommendations

REASONS FOR DECISION
<p><i>We need to to write-off debts it is uneconomic to collect. These debts were built up under the Liberata contract and it is important to re-focus our arrears collection now that the revenue service is being delivered in-house.</i></p>

**ALTERNATIVE OPTIONS
CONSIDERED**

Not writing off debts - would leave uncollectable debt directing effort from collectable errors.
Delaying decision for further information - unlikely to yield more information due to Liberata legacy.

REPRESENTATIONS RECEIVED

Question from vice-chair of OSC.

ADDITIONAL ADVICE RECEIVED

Advice on lack of information available to ~~run~~ ^{choose other} cases due to legacy of Liberata.

ANY INTERESTS DECLARED

Note: If the decision-maker has a prejudicial interest in the matter the report must be referred to the full cabinet for decision.

Please refer to the definitions of personal and prejudicial interests in the members' code of conduct. If members are still unsure as to whether an interest is personal or prejudicial they should contact the governance team for advice.

None

DECLARATION

I approve/reject the recommendations set out in the report.*

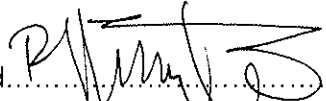
or

~~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 20/12/11

Cabinet Member

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1P 5LX - tel: 020 7525 7225 fax: 020 7525 7284.