

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	National Non Domestic Rates Debt Write-offs over £5,000 and under £50,000
Decision-maker	Cabinet Member for Finance, Resources and Community Safety
Earliest date when decision can be taken	22 January 2014
Key decision – Yes/No?	Yes
Date published on forward plan	3 December 2014
Date sent to cabinet member	14 January 2014
Recommendation	<ol style="list-style-type: none"> 1. That approval is given for the write off of £372,474.35 detailed in Appendix 1 (multiple write-offs) 2. That the cabinet member advises any further action they require on any write-off not agreed within this report

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

PART B

(Cabinet member to complete this section)

DECISION(S)
I agree the recommendations set out in the report.

REASONS FOR DECISION

As set out in the report.

ALTERNATIVE OPTIONS CONSIDERED

Not writing off some of these debts. I am now satisfied that writing off is appropriate in these cases.

REPRESENTATIONS RECEIVED

None

ADDITIONAL ADVICE RECEIVED

I have asked for further details on cases from the draft report - these have been incorporated in the final version.

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/~~reject~~ the recommendations set out in the report.*

or

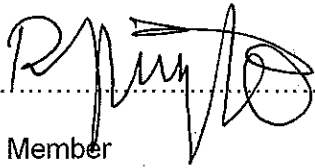
I ~~approved~~ an alternative course of action set out in Part B.*

or

~~I have referred this matter to the Full Cabinet for decision.*~~

(* - Please delete as appropriate)

Signed.....



Dated.....

22 January 2014

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.

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.

