

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL  
RECORD OF EXECUTIVE / CHIEF OFFICER DECISION**

This form should be used to record key and other decisions made by individual Portfolio Holders and key decisions made by Chief Officers. The contact officer will ensure that the signed and completed form is given to Democratic Services as soon as reasonably practicable after the decision has been taken.

Unless permission has been obtained from the Chairman of Council and the Chairman of the Scrutiny and Overview Committee that this decision be treated as a matter of urgency under Rule 12.19 of the Scrutiny and Overview Committee Procedure Rules, this decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless called in under Rule 7 of the Budget and Policy Framework Procedure Rules or Rule 12 of the Scrutiny and Overview Committee Procedure Rules.

<b>Portfolio</b>	Lead Cabinet member for Finance
<b>Subject Matter</b>	Request for write off of Debt in excess of £25k
<b>Ward(s) Affected</b>	All Wards
<b>Date Taken</b>	Tuesday, 2 April 2019
<b>Contact Officer</b>	Dawn Graham, Benefits Manager (dawn.graham@scambs.gov.uk)
<b>Date Published</b>	Tuesday, 2 April 2019
<b>Call-In Expiry</b>	Tuesday, 9 April 2019
<b>Key Decision?</b>	No
<b>In Forward Plan?</b>	No
<b>Urgent?</b>	No

<b>Purpose / Background</b>
A debt was raised for overpayment of Housing Benefit as a result of undeclared private pensions; this debt was being recovered as a deduction from ongoing Housing Benefit entitlement. The claimant has died and there is no money within the estate: Housing Benefit regulations do not allow the recovery of this debt. The current outstanding debt is £27,959.47

<b>Declaration(s) of Interest</b> <i>Record below any relevant interest declared by any executive Member consulted or by an officer present in relation to the decision.</i>
None

<b>Dispensation(s)</b> <i>In respect of any conflict(s) of interest declared above, record below any dispensation(s) granted by the Council's Standards Committee.</i>
None

<b>Consultation</b> <i>Record below all parties consulted in relation to the decision.</i>

<b>Other Options Considered and Reasons for Rejection</b>
Recovery from Estate was considered, but there is no money within Estate. Recovery from surviving partner cannot be considered as Housing Benefit regulations do not allow this.

<b>Final decision</b>	<b>Reason(s)</b>
Write off the debt.	No prospect of recovery.

Signed	Name (CAPITALS)	Signature	Date
Portfolio Holder	Signed copy available upon request from Democratic Services		
Chief Officer			

<b>Further Information</b>
<i>Report provided to the former Executive Director is attached.</i>