

**South Cambridgeshire District Council
Record of Executive Decision**

This form should be used to record key and other decisions made by individual Lead Cabinet members. 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.

A key decision shall not be taken unless notice of the item has been published at least 28 days before the decision is to be taken except where:

- a General Exception notice has been published under Rule 15 of the Access to Information Procedure Rules and the Chairman of Scrutiny and Overview Committee has been informed in writing; or
- a Special Urgency notice has been published under Rule 16 of those Rules and the Chairman of Scrutiny and Overview Committee has agreed the decision is urgent.

Unless permission has been obtained from the Chairman of Council and the Chairman of the Scrutiny and Overview Committee that this decision may 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. Where consent has been obtained to exempt the decision from call-in, this will be specified below.

Lead Cabinet Member	Lead Cabinet member for Finance
Subject Matter	Write off of debt in excess of £25,000
Ward(s) Affected	
Date Taken	Thursday, 27 May 2021
Contact Officer	Katie Kelly, Revenues Manager (katie.kelly@scambs.gov.uk)
Date Published	Thursday, 27 May 2021
Call-In Expiry/Exempt from call-in	Friday, 4 June 2021
Key Decision?	No
In Forward Plan?	No
Urgent?	No

Purpose / Background
It is recommended that the Lead Cabinet Member agrees to write off the debt of £110,950.94 in respect of Bom Dia Ltd All reasonable efforts to recover the debts have been attempted and have proved unsuccessful. There is no likelihood of the debts being recovered and it is appropriate to write it off at this time to ensure good accounting practice.

Declaration(s) of Interest

Record below any relevant interest declared by any executive Member consulted or by an officer present in relation to the decision.

None

Dispensation(s)

In respect of any conflict(s) of interest declared above, record below any dispensation(s) granted by the Council's Standards Committee.

None

Consultation

Record below all parties consulted in relation to the decision.

None

Other Options Considered and Reasons for Rejection

Final decision

Authorise the write off of the debt as set out in the report dated 26th May 2021

Reason(s)

All reasonable efforts to recover the debts have been attempted and have proved unsuccessful. There is no likelihood of the debts being recovered and it is appropriate to write it off at this time to ensure good accounting practice.

Signed	Name (CAPITALS)	Signature	Date
Lead Cabinet Member	Signed copy available upon request from Democratic Services (democratic.services@scambs.gov.uk)		
Chief Officer			

Further Information