

**DECISION NOTICE**

**Key Executive Decision taken by an OFFICER**

**KEY DECISION**

**Title:** COUNCIL TAX AND FORMER TENANT HOUSING DEBT WRITE OFF GREATER THAN £10,000

**Person Taking Decision:** Clare Fletcher (Strategic Director (S151))

**Decision has been included on Forward Plan?:**

Yes

**Decision is Urgent i.e. permission to waive the call-in rules is sought:**

Yes

**If 'Yes' the reason for urgency is:**

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Consideration of this matter cannot wait until the next meeting of the Cabinet on 4 June as it is important that when a debt cannot be collected that these are written off in a timely manner. In relation to the two debts being requested, one has a Debt Relief Order which stops any further recovery action being taken and the other has relocated to another Country making it difficult to enforce repayment.

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**Decision:**

1. That the write off, of Council Tax and Former Tenant debts totalling £26,072.28 be approved.

**Reasons for the Decision:** As set out in the attached report

**Other Options considered:** As set out in the attached report

**Declaration of Interest:** None

**Dispensations granted by Standards Committee:** None

**Authorisation**

Having considered the attached report and with regard to all relevant considerations and the views of those consulted (see below), I authorise the above decision.

**Signed:** Clare Fletcher  
(SIGNATURE REDACTED)  
**Position:** Strategic Director

**Name:** Clare Fletcher  
**Date:** 26 March 2025

**Strategic Director (S151)**– to approve the financial Implications:

**Signed:** Clare Fletcher  
(SIGNATURE REDACTED)

**Name:** Clare Fletcher  
**Date:** 26 March 2025

**Borough Solicitor** – to approve the legal implications

**Signed:** Victoria Wilders  
(SIGNATURE REDACTED)

**Name:** Victoria Wilders  
**Date:** 27 March 2025

**Member Consultation:**

I have been consulted on this issue and support the decision

**Signed:** Jeannette Thomas  
(SIGNATURE REDACTED)  
**Position:** Portfolio Holder for  
Resources and Transformation

**Name:** Jeannette Thomas  
**Date:** 26 March 2025

**Chair of the Overview & Scrutiny Committee** (if required – delete paragraphs that do not apply)

**Signed:** Lin Martin-Haugh  
(SIGNATURE REDACTED)

**Name:** Lin Martin-Haugh  
**Date:** 26 March 2025

**Date of Decision:** 26 March 2025

**Date of Publication:** 27 March 2025

**Call-in Deadline:** N/A

**Date of Implementation:** 27 March 2025