

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	Adult learning service - setting fees and charges for the period August 2017 to July 2018
Decision-maker	Cabinet Member for Business, Culture and Social Regeneration
Earliest date when decision can be taken	30 August 2017
Key decision – Yes/No?	Yes
Date published on forward plan	General Exception Notice issued – 22 August 2017
Date sent to cabinet member	22 August 2017
Recommendation	<ol style="list-style-type: none"> 1. That the Cabinet Member for Business, Culture and Social Regeneration approves the retention of the childcare fees for academic year 2017/18 at the same level as for academic year 2016/17. 2. That the Cabinet Member for Business, Culture and Social Regeneration approves the retention of the standard adult learning fees and charges of £4.00 per hour and concessionary fees of £2.00 per hour in academic year 2017/18. 3. That the Cabinet Member for Business, Culture and Social Regeneration notes that the implementation date for all recommendations is 1 August 2017 (start of academic year 2017/18).

ORIGINATING AUTHOR'S DETAILS

(Officers to complete this section prior to issuing to cabinet member)

Lead officer	Liz Britton, Lead Officer, Secondary & Further Education, Employment & Inclusion
Report author	Dolly Naeem, Head of Adult Learning
Contact Number	020 7358 2100

PART B

(Cabinet member to complete this section)

DECISION(S)

As on Report

REASONS FOR DECISION

As on Report

ALTERNATIVE OPTIONS CONSIDERED

None

REPRESENTATIONS RECEIVED

None

ADDITIONAL ADVICE RECEIVED

None

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.

N/A 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..........

Cabinet Member

Please return completed hard copy of the form to Constitutional Team, 160 Tooley Street, PO BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 5485.

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.

