

**INDIVIDUAL CABINET MEMBER DECISION-MAKING**

**RECORD OF DECISION**

**PART A**

<b>DETAILS OF REPORT</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Title of report</b>	Supply Chain Adult learning fees and charges for the period August 2017 to July 2018.
<b>Decision-maker</b>	Cabinet Member for Business, Culture and Social Regeneration
<b>Earliest date when decision can be taken</b>	30 August 2017
<b>Key decision – Yes/No?</b>	Yes
<b>Date published on forward plan</b>	General Exception Notice issued – 22 August 2017
<b>Date sent to cabinet member</b>	22 August 2017
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1 That the Cabinet Member for Business, Culture and Social Regeneration approves the retention of the supply chain fees and charges for the academic year 2017/18 at the same level as for academic year 2016/17.</li> <li>2 That the Cabinet Member for Business, Culture and Social Regeneration notes that the implementation date for the recommendation is 1 August 2017 (start of academic year 2017/18).</li> </ol>

<b>ORIGINATING AUTHOR'S DETAILS</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Lead officer</b>	Liz Britton, Lead Officer, Secondary & Further Education, Employment & Inclusion
<b>Report author</b>	Dolly Naeem, Head of Adult Learning
<b>Contact Number</b>	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.*

None

**DECLARATION**

I approve/~~reject~~ the recommendations set out in the report.\*

or

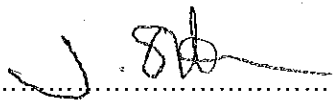
~~I approved an alternative course of action set out in Part B.\*~~

or

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

(\* - Please delete as appropriate)

Signed.....



Dated.....

31.08.2017

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.

