

**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	The introduction of room hire charges for newly built library meeting rooms at East Street and Grove Vale libraries
Decision-maker	Deputy Leader and Cabinet Member for Culture, Leisure, Equalities and Communities
Earliest date when decision can be taken	14 September 2018
Key decision – Yes/No?	Yes
Date published on forward plan	29 June 2018
Date sent to cabinet member	6 September 2018
Recommendation	<p>1. That the deputy leader and cabinet member for culture, leisure, equalities and communities gives approval for the introduction of room hire charges for new library meeting rooms at East Street and Grove Vale libraries, with effect from 6th August 2018, as set out below.</p> <p>2. It is proposed that for both East Street and Grove Vale libraries the following charges are introduced:</p> <ul style="list-style-type: none"> • Full rate of hire £30 per hour • Concessionary rate of hire £15 per hour

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer	Fiona Dean, Director of Leisure
Report author	Praveen Manghani, Libraries and Heritage Manager
Contact Number	020 7525 1577 / 020 7525 2235

PART B

(Cabinet member to complete this section)

DECISION(S)

As in report

REASONS FOR DECISION

As in report

**ALTERNATIVE OPTIONS
CONSIDERED**

As in report

REPRESENTATIONS RECEIVED

None received

ADDITIONAL ADVICE RECEIVED

n/a

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.

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. *ASunny* Dated. 18/09/2018

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 7221.

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.

