

**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	Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 – Fees & Charges
Decision-maker	Cabinet Member for Finance, Performance and Brexit
Earliest date when decision can be taken	29 October 2018
Key decision – Yes/No?	Yes
Date published on forward plan	General exception notice issued on 18 October 2018
Date sent to cabinet member	19 October 2018
Recommendation	1. That the schedule of fees and charges in respect of applications for licences under the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018, set out in Appendix A to this report, be approved.

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer	Deborah Collins, Strategic Director of Environment & Leisure
Report author	David Franklin, Licensing Team Leader
Contact Number	020 7525 5800

PART B

(Cabinet member to complete this section)

DECISION(S)
AS IN REPORT

REASONS FOR DECISION

AS IN 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.

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.....*msm*..... Dated.....*29.10.18*.....

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.