



**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>	Adult Learning Service Setting fees and charges 2011/12
<b>Decision-maker</b>	Cabinet Member for Culture, Leisure, Sports and Olympics
<b>Earliest date when decision can be taken</b>	24 February 2011
<b>Key decision – Yes/No?</b>	Yes
<b>Date published on forward plan</b>	February 2011
<b>Date sent to cabinet member</b>	16 February 2011
<b>Recommendation</b>	1. That the Cabinet Member agrees the proposed non-statutory fees and charges for 2011/12, with an implementation date of August 1, 2011 and is notified of the indicative non-statutory fees and charges for 2012/13 and 2013/14.

<b>ORIGINATING AUTHOR'S DETAILS</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Lead officer (Name and job title)</b>	Gill Davies, Strategic Director of Environment and Housing
<b>Report author (Name and job title)</b>	Adrian Whittle, Head of Culture Libraries Learning and Leisure
<b>Contact Number</b>	020 7525 1577

**PART B**

*(Cabinet Member to complete this section)*

<b>DECISION(S)</b>
APPROVE THE DECISION
<b>REASONS FOR DECISION</b>
AS OUTLINED IN THE REPORT
<b>ALTERNATIVE OPTIONS CONSIDERED</b>

**REPRESENTATIONS RECEIVED**

NONE

**ADDITIONAL ADVICE RECEIVED**

NONE

**ANY INTERESTS DECLARED**

*(Note: If the decision-maker has a prejudicial interest in the matter the report must be referred to the full cabinet for decision).*

*Please refer to the definitions of personal and prejudicial Interests in the members code of conduct. If members are still unsure as to whether an interest is personal or prejudicial they should contact Legal Services 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.....

*Heonca Ward*

Dated.....

*24<sup>th</sup> February 2011*

Cabinet Member

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 7284.