

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	Fees and charges for Adult Learning Services for 2013/14
Decision-maker	Cabinet Member for Communities and Economic Wellbeing
Earliest date when decision can be taken	30 April 2013
Key decision – Yes/No?	Yes
Date published on forward plan	January 2013
Date sent to cabinet member	22 April 2013
Recommendation	<ol style="list-style-type: none"> <li>1. That the Cabinet Member agrees to discontinue the current repeat learner fee for concessionary learners and to a review of the impact of this change at the completion of the academic year, as set out in paragraph 15 below.</li> <li>2. That the Cabinet Member retains all other fees and charges for 2013/14 at the same level as for 2012/13.</li> </ol>

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer (Name and job title)	Deborah Collins, Strategic Director Environment and Leisure
Report author (Name and job title)	Adrian Whittle, Head of Culture Libraries Learning and Leisure, Environment and Leisure
Contact Number	020 7 525 2388

PART B

*(Cabinet member to complete this section)*

DECISION(S)
AGREE RECOMMENDATION

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.*

NONE

**DECLARATION**

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

or

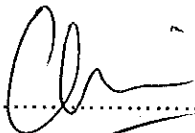
~~I approved an alternative course of action set out in Part B.\*~~

or

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

(\* - Please delete as appropriate)

Signed.....



Dated.....

30 April 2013

Cabinet Member

**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.

