



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 2014/15
Decision-maker	Cabinet Member for Communities and Economic Wellbeing
Earliest date when decision can be taken	21 March 2014
Key decision – Yes/No?	Yes
Date published on forward plan	N/a
Date sent to cabinet member	13 March 2014
Recommendation	That the Cabinet Member retains the adult learning fees and charges for 2014/15 at the same level as for 2013/14. It is also proposed that repeat learner fees will not be payable by those learners paying the standard learning fees.

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer	Deborah Collins, Strategic Director Environment & Leisure
Report author	Adrian Whittle, Head of Culture Libraries Learning & Leisure, E&L
Contact Number	020 7 525 1577

PART B

(Cabinet member to complete this section)

DECISION(S)
As in report

REASONS FOR DECISION

After careful consideration I have decided to remove the repeat fee for non-concessionary (standard fee) learner. This is the only change to the structure for the coming academic year.

ALTERNATIVE OPTIONS CONSIDERED

I did consider retaining the repeat learner fee, but as the service is now meeting its learner number targets and is not dependant on the small amount of income generated from the fees, decided to remove them.

REPRESENTATIONS RECEIVED

I received representations from learners taking arts courses at the Thomas Calton Centre and this has informed my decision to remove the repeat learner fee.

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.....*imill*..... Dated.....*25.03.14*.....

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.

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.

