

INDIVIDUAL CABINET MEMBER DECISION-MAKING

RECORD OF DECISION

PART A

DETAILS OF REPORT (Officers to complete this section prior to issuing to cabinet member)	
Title of report	Burial Services Fees and Charges 2016/17
Decision-maker	Cabinet Member for Environment and Public Realm
Earliest date when decision can be taken	27 January 2016
Key decision – Yes/No?	Yes
Date sent to cabinet member	19 January 2016
Recommendation	1. That the Cabinet Member agrees the proposed non-statutory fees as shown in Appendix 1 of the report for 2016/17, with an implementation date of 1 April 2016.

ORIGINATING AUTHOR'S DETAILS (Officers to complete this section prior to issuing to cabinet member)	
Lead officer (Name and job title)	Deborah Collins, Strategic Director Environment and Leisure
Report author (Name and job title)	Rebecca Towers, Head of Parks and Leisure, Environment and Leisure Department
Contact Number	020 525 0771

PART B

(Cabinet member to complete this section)

DECISION(S)
As on paper

REASONS FOR DECISION
As on paper

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.....*D. Heill*..... Dated.....*27/1/16*.....

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.