

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	Local Land Charges Fees - for Local Authority Searches
Decision-maker	Cabinet Member for Finance, Modernisation and Performance
Earliest date when decision can be taken	17 March 2016
Key decision – Yes/No?	Yes
Date published on forward plan	March 2016
Date sent to cabinet member	9 March 2016
Recommendation	1. That the Cabinet Member for Finance, Modernisation and Performance agree that the current Local Land Charges Official Search Fee remains at £177.00, rising to £210.20 from the date set by HMRC for the introduction of VAT on CON29R and CON29O enquiries.

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer (Name and job title)	Duncan Whitfield, Strategic Director of Finance and Governance
Report author (Name and job title)	Paul Horsnell, Land Charges Manager
Contact Number	020 7525 7686

PART B

(Cabinet member to complete this section)

DECISION(S)
As above

REASONS FOR DECISION

REASONS FOR DECISION

As set out in report

**ALTERNATIVE OPTIONS
CONSIDERED**

As set out in report

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.....24/3/16.....

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.

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.