

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	Adult Learning Service - Setting Fees and Charges for the period September 2016 to July 2017
Decision-maker	Cabinet Member for Business, Employment and Culture
Earliest date when decision can be taken	15 August 2016
Key decision – Yes/No?	Yes
Date published on forward plan	General exception notice issued 5 August 2016
Date sent to cabinet member	5 August 2016
Recommendation	<ol style="list-style-type: none"> 1. That the Cabinet Member approves an increase in the standard adult learning fees and charges to £4.00 per hour and concessionary fees to £2.00 per hour in academic year 2016/17 to reach the inner London average. 2. That the Cabinet Member for Business, Employment and Culture approves the retention of the childcare fees for academic year 2016/17 at the same level as for academic year 2015/16. 3. That the Cabinet Member notes that the implementation date for all recommendations is 1 September 2016.

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer (Name and job title)	David Quirke-Thornton - Strategic Director of Children's and Adults
Report author (Name and job title)	Liz Britton – Lead Officer for Secondary & Further Education, Employment & Inclusion
Contact Number	0207 525 5467

PART B

(Cabinet member to complete this section)

DECISION(S)	
As set out in report	

REASONS FOR DECISION	
N/A	

ALTERNATIVE OPTIONS CONSIDERED	
set out in report	

REPRESENTATIONS RECEIVED
No representations

ADDITIONAL ADVICE RECEIVED
As set out in report

ANY INTERESTS DECLARED
<p><i>Note: If the decision-maker has a disclosable pecuniary interest in the matter the report must be referred to the full cabinet for decision.</i></p> <p><i>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.</i></p> <p><i>If a member is unsure as to whether an interest is a disclosable pecuniary interest they should contact the governance team for advice.</i></p>

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.....15/08/2016.....

Cabinet Member

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, PO 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.