



**INDIVIDUAL EXECUTIVE MEMBER DECISION-MAKING**

**RECORD OF DECISION**

**PART A**

<b>DETAILS OF REPORT</b> <i>(Officers to complete this section prior to issuing to executive member)</i>	
<b>Title of report</b>	Fees and charges within Adult Learning Service for 2010-11
<b>Decision-maker</b>	Executive Member for Children's Services and Education
<b>Earliest date when decision can be taken</b>	1 March 2010
<b>Key decision – Yes/No?</b>	Yes
<b>Date published on forward plan</b>	February 2010
<b>Date sent to executive member</b>	19 February 2010
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. That the proposed non-statutory fees and charges for 2010/11 be agreed with an implementation date of August 1, 2010.</li> <li>2. That the Executive Member agrees the indicative non-statutory fees and charges for 2011/12 and 2012/13.</li> <li>3. That the Executive Member notes the information contained within this report on the agreed 2009/10 non-statutory fees and charges and the projected out turn position.</li> </ol>

<b>ORIGINATING AUTHOR'S DETAILS</b> <i>(Officers to complete this section prior to issuing to executive member)</i>	
<b>Lead officer (Name and job title)</b>	Gill Davies, Strategic Director of Environment and Housing
<b>Report author (Name and job title)</b>	Adrian Whittle, Head of Culture Libraries Learning and Leisure
<b>Contact Number</b>	020 7525 1577

**PART B**

*(Executive Member to complete this section)*

**DECISION(S)**

As in the report

**REASONS FOR DECISION**

As given in the report

**ALTERNATIVE OPTIONS  
CONSIDERED**

None

**REPRESENTATIONS RECEIVED**

None

**ADDITIONAL ADVICE RECEIVED**

None

**ANY INTERESTS DECLARED**

*(Note: If the decision-maker has a prejudicial interest in the matter the report must be referred to the full executive for decision).*

*Please refer to the definitions of personal and prejudicial interests in the members code of conduct. If members are still unsure as to whether an interest is personal or prejudicial they should contact Legal Services for advice.*

N/A

**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 Executive for decision.\*

(\* - Please delete as appropriate)

Signed.......... Dated..... 8/3/10.....

Executive 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.

