


Delegated Decision Notification (DDN)

This form is used both to give notice of an officer's intention to make a key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended to be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

Lead directorⁱ:	Director of City Development		
Subjectⁱⁱ:	Approval of the Funding Agreement for the Digital Enterprise business support programme issued by the Secretary of State for Communities and Local Government (DCLG) in August 2016.		
Decision detailsⁱⁱⁱ:	Pursuant to the Director of City Development's scheme of delegation; having regard to the contents of the Funding Agreement between the Secretary of State for Communities and Local Government and Leeds City Council relating to the Digital Enterprise project (project number – 20R15P00625), the Chief Economic Development Officer is recommended to sign the Agreement for and on behalf of Leeds City Council. Authorisation to enter into the Funding Agreement was approved at Executive Board on the 9 th March 2016 (see minute 146)		
Type of decision:	<input type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? ^{iv} <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Significant operational decision (council or executive ^{vi} – not subject to call-in) <input type="checkbox"/> Administrative decision (council or executive ^{vii} – not subject to publication or call-in)		
Notice^{viii} or call-in (key decisions only):	Date the decision was published in the list of forthcoming key decisions: If not on the list of forthcoming key decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision: If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:		
Affected wards:	All districts designated within the Leeds City Region – (excluding Barnsley).		
Details of consultation undertaken:	Executive Member Cllr Richard Lewis Cllr James Lewis Cllr Rafique	Date consulted: Jan/Feb 2016	Interest disclosed? ^x Yes Date of dispensation: <input type="checkbox"/> No

	Ward Councillor	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input checked="" type="checkbox"/> No
	Others ^x please specify: Officers in local authorities in Leeds city region districts.	Date consulted: 12 th July, 2016	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input checked="" type="checkbox"/> No
Capital injection approval required:	Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, you must complete the Approval box below)		
Capital Injection approval	Name: Title:	Capital scheme number: XXXXX / XXX / XXX Date:	
Contract details (procurement decisions only)	Contract reference number		Contract title
			Supplier
Implementation (key decisions only)	Officer accountable for implementation Timescales for implementation ^{xi}		
Contact person:	Phil Cole/ Muz Mumtaz	Telephone number ^{xii} : 0113 24 75545 07891 272581	
Decision maker or authorised signatory^{xiii}:	 Tom Bridges Chief Economic Development Officer.	Date: 9 / 9 / 16	