

Delegated Decision Notice (DDN)

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input checked="" type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	The Director of City Development		
Contact person:	Phil Cole	Telephone number: 0113 3787872	
Subject²:	Approval of Deed of Variation to deliver the Employment West Yorkshire Programme		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call-in etc.)</p> <p>The Chief Officer Culture and Economy gave approval to :</p> <ul style="list-style-type: none"> a) Authorise the Council to sign the Deed of Variation to reduce the original Funding Agreement from £3.65m to £2.38m. b) Authorise the Council to sign, seal & return a new UKSPF Funding Agreement for £1.27m to WYCA. c) Note that the Acting Head of Employment & Skills will be responsible for the implementation and delivery of the programme from April 2024 to March 2025. <p>This is a significant operational decision as a direct result of a key decision ref D56013 taken on 16/2/23 to “ into a contract with the West Yorkshire Combined Authority to accept up to £4m of funding to deliver the Gainshare 2/Employment West Yorkshire programme in Leeds”</p>		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list


³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <ol style="list-style-type: none"> 1 The West Yorkshire Combined Authority (WYCA) are seeking to amend the existing Employment West Yorkshire (EWY) Funding Agreement to utilise UK Shared Prosperity Funds (UKSPF). 2 This report seeks approval to amend the existing Funding Agreement via a Deed of Variation and for the Council to authorise the signing of a new UKSPF Funding Agreement. There is no proposed change to overall funding related to this proposal.
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>If the Council does not accept the proposed changes then there is no guarantee the remaining funds due from Gainshare will be paid, there will also be a negative impact on future funding opportunities as previously underspent programmes have jeopardised future opportunities for the region.</p>
Affected wards:	none
Details of consultation undertaken⁴:	<p>Councillor Pryor, Deputy Leader of the Council and Executive Member for Economy, Culture and Education was consulted</p> <p>Ward Councillors</p> <p>Chief Digital and Information Officer⁵</p> <p>Chief Asset Management and Regeneration Officer⁶</p> <p>Others</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Phil Cole, Head of Funding Programmes & Business Support and Acting Head of</p>

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

	Employment & Skills	
List of Forthcoming Key Decisions ⁷	Date Added to List:-	
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision	
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
Publication of report ⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
Call-in	Is the decision available ⁹ for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
Approval of Decision	Authorised decision maker ¹⁰ Chief Officer Culture and Economy- Eve Roodhouse	
	Signature 	Date 14/3/24

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call-in. Key decisions are always available for call-in unless they have been exempted from call-in under rule 5.1.3.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.