


## 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.

<b>Lead director<sup>i</sup>:</b>	Director of City Development		
<b>Subject<sup>ii</sup>:</b>	LEP Capital Grants Programme (formerly known as Business Growth Programme – BGP) :		
<b>Decision details<sup>iii</sup>:</b>	To approve the role of LCC as delivery partner in BGP. To authorise the signing of the associated partnership agreement with WYCA. To instruct officers in the Economic Development team to carry out the duties/ responsibilities as specified in the partnership agreement. To budget for income of £614,472 over the period 2018-21 as a contribution towards associated LCC staff costs.		
<b>Type of decision:</b>	<input type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? <sup>iv</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? <sup>v</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No × Significant operational decision (council or executive <sup>vi</sup> – not subject to call-in) <input type="checkbox"/> Administrative decision (council or executive <sup>vii</sup> – not subject to publication or call-in)		
<b>Notice<sup>viii</sup> or call-in (key decisions only):</b>	Date the decision was published in the list of forthcoming key decisions: n/a 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:		
<b>Affected wards:</b>	Covers the whole of Leeds City Region		
<b>Details of consultation undertaken:</b>	Executive Member	Date consulted:	Interest disclosed? <sup>ix</sup> <input type="checkbox"/> Yes Date of dispensation: No
	Ward Councillor	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No

	Others <sup>x</sup> please specify:	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: No
<b>Capital injection approval required:</b>	Injection approval required? <input type="checkbox"/> Yes    ×    No (If yes, you must complete the Approval box below)		
<b>Capital Injection approval</b>	Name: Title:	Capital scheme number: XXXXX / XXX / XXX  Date:	
<b>Contract details (procurement decisions only)</b>	Contract reference number	Contract title	
		Supplier	
<b>Implementation (key decisions only)</b>	Officer accountable for implementation  Timescales for implementation <sup>xi</sup>		
<b>Contact person:</b>	Phil Cole	Telephone number <sup>xii</sup> : 0113 37 87872	
<b>Decision maker or authorised signatory<sup>xiii</sup>:</b>	  Martin Farrington Director of City Development		Date:  21/3/18

<sup>i</sup> The leader of the council may also make executive decisions and should be specified as the lead director where appropriate.

<sup>ii</sup> A brief title should be inserted here. 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.

<sup>iii</sup> Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.