

Delegated Decision Notice (DDN)

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

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 checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Decision Taker	Cllr James Lewis		
Contact person:	Paul Simpson		Telephone number: (0113) 3367963
Subject¹:	Leader's Executive Arrangements		
Decision details²:	<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 Leader has approved amendments to their executive arrangements to take effect from 24 February 2021 for the remaining part of the 2020/21 municipal year as set out attached.</p>		
	<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> <p>In anticipation of appointment as Leader of Council, Councillor Lewis has approved executive arrangements by an earlier decision of 16th February 2021. He has further decided to amend arrangements for the appointment of deputy and support executive members as set out attached to be contained in Part 3, Section 3 of the Council's Constitution.</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The arrangements set out are at the instruction of the Leader.</p>		
Affected wards:	None		

¹ 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

² Simply refer to supporting report where used as these matters have been set out in detail.


Details of consultation undertaken³:	Executive Member Members affected by the changes have been consulted.
	Ward Councillors
	Others
Implementation	Officer accountable, and proposed timescales for implementation To take effect from the appointment of the leader on 24 February 2021.
List of Forthcoming Key Decisions⁴	Date Added to List:- NA
	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 report⁵	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 ⁶ 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:

³ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁴ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁵ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁶ 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.

Approval of Decision	Authorised decision maker ⁷ Councillor James Lewis	
	Signature 	Date 23 February 2021

⁷ Give the post title and name of the officer with appropriate delegated authority to take the decision.