

Delegated Decision Notice

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 checked="" 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
Director¹	The Director of Children & Families		
Contact person:	Amanda Ashe	Telephone number: 0113 3784500	
Subject²:	Transfer of the Family Services from Cross Gates Primary School to Learning for Life Children & Families		
Decision details³:	<p>The Director of Children & Families approved the transfer of the Cross Gates and Manston Children's Centre childrens centre and staff from the employment, governance and management of Cross Gates Primary School to the employment, governance and management of the Learning for Life Service under TUPE principles.</p> <p>Cross Gates primary school has notified the Learning for Life Service of their decision to cease the arrangements for the leadership, management and governance of Cross Gates Children's Centre. The proposed date is April 1st 2021.</p> <p>There have been a number of conversations, both email and verbal, with the Head teacher and Governors at Cross Gates Primary School who feel they are not in a position to continue to take responsibility for the leadership, management and governance arrangements.</p> <p>The Governors have requested to transfer the Family Services to Leeds City Council's Learning for Life, Children & Families.</p> <p>This transfer would secure much needed services for vulnerable families in the area for the future.</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.

	The extended services cluster has been consulted about the option of taking on the leadership and governance of the childrens centre. Whilst the cluster appreciates and recognises the good work of the centre and its impact, this is not a viable option at this time.
Affected wards:	Killingbeck and Seacroft and Crossgates and Whinmoor
Details of Consultation undertaken	Executive Member: Cllr Venner
	Ward Councillors: Seacroft & Killingbeck are - Cllr Dye, Cllr Jenkins and Cllr Drinkwater Crossgates & Whinmoor - Cllr Graham, Cllr Lennox and Cllr Gruen
Implementation	Officer accountable, and proposed timescales for implementation Children's Centre & Early Start Lead 1 st April 2021
List of Forthcoming Key Decisions⁴	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 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 _____

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

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:
Approval of Decision	Authorised decision maker ⁷ Sal Tariq – Director of Children & Families
	Signature 

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.

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