

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 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
Director¹	Director of Resources		
Contact person:	Polly Cook, Chief Officer Sustainable Energy and Air Quality		Telephone number: 07891270928
Subject²:	Contract with University of Leeds for management of Yorkshire and Humber Climate Commission		
Decision details³:	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.) To enter into a contract with the University of Leeds to deliver the management of the Yorkshire and Humber Climate commission for the region		
	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) The Yorkshire and Humber Climate Commission (Y & H CC) has been established to engage all sectors across the region and to help drive forward action on both the net zero and climate resilience agendas. The Y&H CC is being funded by multiple parties, including the Environment Agency, the Leader's Board, Norther Power Grid etc. and therefore one local authority was asked ot take the lead in terms of collecting the funding and		

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>managing the contractual arrangement with the University of Leeds who are providing the team that will deliver the Y & H CC.</p> <p>Leeds City Council is not contributing any funding directly and any funding that is received will be transferred to to the University of Leeds so there is no net benefit or cost to the council.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Another Local Uthority could have taken the lead but due to our involvement from day one we were considered best placed ot ensure that the commission delivered against its original objectives.</p>
Affected wards:	N/A
Details of consultation undertaken⁴:	Executive Member for Transport, Sustainable Development and Climate Emergency
	Ward Councillors N/A
	Others Chair Of CEAC
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Polly Cook, Chief Officer, SEAQ</p> <p>The contract will be signed immediately and will last for 3 years.</p>
List of Forthcoming Key Decisions⁵	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	If not published for 5 clear working days prior to decision being taken the reason

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

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

report⁶	why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
Call In	Is the decision available ⁷ 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 ⁸ Polly Cook, Chief Officer Sustainable Energy and Air Quality	
	Signature P E Cook.	Date: 12/05/21

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁷ 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.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.