

## Delegated Decision Notice (DDN)

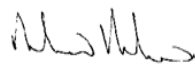
This form is the written record of a key, significant operational or administrative decision taken by an officer.

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input checked="" type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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 type="checkbox"/> Over £500,000	<input checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	City Solicitor		
<b>Contact person:</b>	Helen Gray Senior Governance and Scrutiny Support Officer		Telephone number: 0113 37 88657
<b>Subject<sup>2</sup>:</b>	<b>Appointments to Outside Bodies – Morley Town Deal Fund Board</b>		
<b>Decision details<sup>3</sup>:</b>	<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 Head of Democratic Services approved the appointment set out below, which will be reported to the next meeting of the Member Management Committee:</p> <p>Councillor Wyn Kidger to replace Councillor Judith Elliott.</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>To approve appointments in accordance with the Council's Appointments to Outside Bodies Procedure Rules to ensure appropriate representation is made in a timely manner.</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Appointments to Outside Bodies are made on annual basis by the Council's Member Management Committee, however no date has yet been set for a meeting of that Committee and as The Morley Town Deal Fund Board is in the process of considering the Morley Town Investment Plan, it is felt that the change to the Member appointment should not be delayed.</p>		
<b>Affected wards:</b>	Morley South		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member		
	<b>Ward Councillors</b> - The Councillors for the Morley North and Morley South wards, along with the Morley Borough Independent Group Whip have been consulted.		
	<b>Others</b> – The independent Chair of the Morley Town Deal Fund Board		
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Helen Gray, Senior Governance and Scrutiny Support Officer.  The decision will be implemented as soon as practicable and all parties will be informed		
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:- N/A		
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision		
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
<b>Publication of report<sup>6</sup></b>	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 _____		
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:		
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> <b>Andy Hodson, Head of Democratic Services</b>		
	Signature 	Date 19/05/21	

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

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

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

<sup>7</sup> 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.

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