

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 checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input checked="" 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 type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Children and Families		
Contact person:	Tracey Thomas-Marshall		Telephone number:
Subject²:	Decisions associated with providing school to school support through the Leeds Leading Learning Partnership (LLP) for the period 01/04/2021 to 31/03/2026		
Decision details³:	<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 Director of Children and Families approved the following decisions associated with providing school to school support through the LLP for the period 01/04/2021 to 31/03/2026:</p> <ul style="list-style-type: none"> • receive traded income of £118,785 per annum for the 11-19 Learning Improvement Team to facilitate the network and reimburse schools and academies to the value of £42,050 per annum for the time and expertise of Learning and Teaching Specialists (LTs) and one CEIAG lead professional. • invoke Contract Procedure Rule 7.2 to procure services from Huntington Research School without competition up to the value of £1,500 per annum. • procure venues, usually school conference facilities, at an estimated cost of £2,000 per annum invoking Contract Procedure Rule 7.2 		
	<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>Please see accompanying delegated decision report.</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.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Please see accompanying delegated decision report.</p>
Affected wards:	N/A
Details of consultation undertaken⁴:	Executive Member
	The Executive Member for Economy, Culture and Education has been briefed on these decisions.
	Ward Councillors
	Others
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Dave Clark, Head of Learning Improvement.</p> <p>These decisions formalise existing arrangements that are planned and implemented on an annual basis. These are being implemented as normal for 2021/22.</p>
List of Forthcoming Key Decisions⁵	Date Added to List:-
	27/07/2021
	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 report⁶	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 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

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

Call In	Is the decision available ⁷ for call-in?	<input checked="" type="checkbox"/> Yes	<input 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 Sal Tariq, Director of Children and Families		
	Signature 	Date: 6/10/21	

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.