

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 type="checkbox"/> £25,000 to £100,000 <input checked="" 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 City Development		
Contact person:	David Baggaley, Economic Development Programme Lead	Telephone number: 0113 378 7868	
Subject²:	LEP Growth Service ERDF contract extension and Deed of Variation to Funding Agreement		
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 Chief Officer for Culture and Economy has :</p> <p style="padding-left: 40px;">a) approved Leeds City Council's match funding contribution of £62,704 per annum (based on 2021/22 figures) for delivery of the Leeds component of LEP Growth Service to March 2023. A total of £125,408 over the period 2021-23. The Council's match funding contribution is in kind and comes from its contribution to existing staff salaries and associated overheads.</p> <p style="padding-left: 40px;">b) authorised the signing of a Deed of Variation to the original funding agreement between WYCA and LCC.</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>A significant operational decision was taken on 7 October 2019 to approve the role of LCC as a delivery partner in the LEP Growth Service</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>and approve match funding in kind from existing approved staff budgets as the Council's contribution towards the cost of delivering the service. A funding agreement was then signed between West Yorkshire Combined Authority and Leeds City Council setting out the responsibilities of each party and funding arrangements for the programme to 31/3/22.</p> <p>The contract to deliver the service has subsequently been extended for a further 12 months to 31/3/23. Approval of LCC's match funding contribution for delivery of the LEP Growth Service, in the form of existing staff employment costs and overheads, allows the Council to maximise resources deployed to support Small/Medium sized businesses in Leeds.</p>
	<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 enclosed report</p>
Affected wards:	Businesses across all wards will be impacted by this decision.
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Consulted in 2019. This is an extension of an existing project.</p>
	Ward Councillors
	Others
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Phil Cole, Head of Funding Programme & Business Support, has overall responsibility for delivery of funded programmes supported by LCC.</p> <p>David Baggaley, Economic Development Programme Lead, manages the Leeds Growth Manager team and is responsible for delivery of programme outputs for the Growth Service as these relate to Leeds businesses.</p>
List of Forthcoming Key Decisions⁵	<p>Date Added to List:-</p> <p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p> <p>N/A</p>

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

	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
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: This is a significant operational decisions taken by officers and, as such, is not subject to call in.	
Approval of Decision	Authorised decision maker ⁸ Eve Roodhouse, Chief Officer Culture & Economy	
	Signature <i>Eve Roodhouse</i>	Date 8 October 2021

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.