

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 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	Children and Families		
Contact person:	Victoria Fuggles	Telephone number: 0113 37 86840	
Subject²:	Amalgamation of Little Owls Day care settings		
Decision details³:	<p>What decision has been taken?</p> <p>That the Director of Children and Families approves the amalgamation of the following Little Owls Day care settings;</p> <p style="padding-left: 40px;">Armley Chapel Lane to Armley Moor</p> <p style="padding-left: 40px;">Richmond Hill to Osmondthorpe</p> <p style="padding-left: 40px;">Dewsbury Road to New Bewerley and City & Holbeck</p> <p style="padding-left: 40px;">Middleton Over 3's to Middleton Laurel Bank</p>		
	<p>A brief statement of the reasons for the decision</p> <p>A Financial Health Task and Finish Group was established in September 2022 to bring key LCC officers together to work collaboratively, constructively, and imaginatively to prioritise work to bring the 2022/23 LCC finances back to a balanced budget and address the identified funding gaps in future years.</p> <p>Due to the significant budget pressure projections, the Little Owls provision was identified as one of the services to be scrutinised.</p> <p>An initial review of the service was carried out and through this, the opportunity to amalgamate several Little Owls settings in close proximity of each other was identified as a way to achieve business efficiencies without reducing a service to children and families.</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>One option would be to continue business as usual and not undertake this review. Due to the current finance challenge LCC is experiencing this is not deemed a suitable option, and from a service perspective there would remain issues around sustainability of those settings identified, in terms of finance and staffing.</p>
Affected wards:	Armley, Burmantofts & Richmond Hill, Hunslet & Riverside, Middleton Park
Details of consultation undertaken⁴:	Executive Member Cllr Venner
	Ward Councillors Armley, Burmantofts & Richmond Hill, Hunsley & Riverside, Middleton Park
	Chief Digital and Information Officer ⁵ N/A
	Chief Asset Management and Regeneration Officer ⁶ Mark Mills
	Others HR and Finance Trade Unions Civic Enterprise Staff & families
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Victoria Fuggles</p> <p>Armley Chapel Lane to Armley Moor – 1st January 2023</p> <p>Richmond Hill to Osmondthorpe – 1st January 2023</p> <p>Dewsbury Road to New Bewerley and City & Holbeck – 1st April 2023</p> <p>Middleton Over 3's to Middleton Laurel Bank – 1st January 2023</p>
List of Forthcoming Key Decisions⁷	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

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

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

	Signature	Date
Publication of report⁸	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 ⁹ 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 ¹⁰ Julie Longworth – Director of Children & Families	
	Signature 	Date: 5/12/22

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ 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.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.