

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 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	The Director of Children and Families		
Contact person:	Paul McGrath (Planning Manager – Sufficiency and Participation Team)	Telephone number: 0113 3787230	
Subject²:	Proposal to change the age range of Manor Wood Primary School from 2-11 years to 0-11 year from June 2023		
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 style="text-align: center;">The Director of Children and Families agreed to:</p> <ul style="list-style-type: none"> a) Approve the publication of a Statutory Notice on a proposal to change the age range of Manor Wood Primary School from 2-11 years to 0-11 year from June 2023 b) Note that implementation of the proposal would be subject to the outcome of the proposed statutory notice c) Note the responsible officer for implementation is the Head of Learning Systems <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>The Governing Body of Manor Wood Primary School has decided that the school should become an academy. This means that the school, including its governor-led</p>		

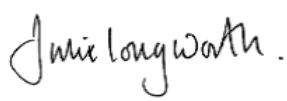
¹ Give title of Director with delegated responsibility for function to which decision relates.

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>0-3 years pre-school provision and Children’s Centre, and school nursery is due to become part of Owlcotes Multi-Academy Trust later this year.</p> <p>As part of the process of the school becoming an academy, Leeds City Council is required to consult on a proposal to change the age range of the school so that it matches the current age range of the babies and children who attend the Early Years provision at the school.</p> <p>Essentially, this age range change is needed so that the existing governor-led 0-3 years pre-school provision can continue to be provided by the school after the academy conversion has taken place.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>No other options are available.</p> <p>This option would mean that families accessing provision at Manor Wood Primary School would see no change to the existing services that are provided, which would continue as normal if the school’s age range is changed as proposed.</p>
Affected wards:	Moortown Ward
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Ward Councillors</p> <p>Others – parents and carers, local schools, other local Early Years providers</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Darren Crawley (Lead for Sufficiency and Participation Team) – proposed implementation from June 2023</p>
List of	Date Added to List:-

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

Forthcoming Key Decisions⁵	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 _____	
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 Julie Longworth – Director of Children and Families	
	Signature 	Date 15/3/2023

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

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.