Delegated Decision Notice

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

| Decision type | Key Decision | Significant | | Administrative | | |
|------------------------|---|--|--------------|--------------------------------|--|--|
| | | Operational Decision | | Decision | | |
| Approximate | Below £500,000 | 🛛 below £25,000 | | below £25,000 | | |
| value | 5500,000 to £1,000,000 | ☐ £25,000 to | £100,000 | £25,000 to £100,000 | | |
| | over £1,000,000 | £100,000 to £500,000 | | | | |
| | | Over £500 | ,000 | | | |
| Director ¹ | City Solicitor | | | | | |
| Contact person: | Kevin Tomkinson, Deputy H | lead of | Telephone nu | elephone number: 0113 37 88664 | | |
| | Democratic Services/ Gera | rd Watson, | | | | |
| | Principal Governance Office | er | | | | |
| | | | | | | |
| Subject ² : | Appointments to Vacancies | cancies on Committees, Boards & Panels during the period | | | | |
| | between the Annual Council Meeting and the and the first ordinary meeting of | | | | | |
| | Council (12th July 2023). | | | | | |
| Decision | What decision has been taken? | | | | | |
| details ³ : | (Set out all necessary decisions to be taken by the decision taker including decisions in | | | | | |
| | relation to exempt information, exemption from call in etc.) The Head of Democratic Services ,following consultation with the relevant Group | | | | | |
| | Whip, gave approval that the following Councillor be appointed to a vacancy during | | | | | |
| | the period between the Annual Council Meeting and the first ordinary meeting of | | | | | |
| | Council, as follows: | | | | | |
| | Councillor S Lay to be appointed to fill a vacancy as a Liberal | | | | | |
| | Democrat Group substitute on the Health & Wellbeing Board. | | | | | |
| | | | | | | |
| | 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) | | | | | |
| | | | | | | |
| | In line with the City Solicitor's delegated authority, a decision to appoint to | | | | | |
| | vacancies on the Council's committees, boards and panels during the period | | | | | |
| | between the Annual Council Meeting and the and the first ordinary meeting of | | | | | |
| | Council will ensure that those meetings scheduled to be held during that time can | | | | | |

 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.

| ImplementationBrief demakerAn alter this op place of levels.Affected wards:An alter this op place of levels.Affected wards:NoneDetails of consultation undertaken4:Execut N/aDetails of consultation undertaken4:Execut N/aDetails of consultation undertaken4:Execut N/aDetails of consultation undertaken4:Execut N/aN/aChief D N/aImplementationOfficer Deputy effect.List of Forthcoming Key Desisione37Date A If Spece | d with adequate and appropriate membership levels. etails of any alternative options considered and rejected by the decision at the time of making the decision rnative option would be to not appoint to such vacancies, however, pursuing tion would present the risk of Committee, Board and Panel meetings taking luring this period which did not have adequate and appropriate membership ive Member Councillors Digital and Information Officer ⁵ | | | |
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| Affected wards: Ievels. Affected wards: None Details of Execut consultation N/a undertaken⁴: Ward C N/a Chief E N/a Chief A N/a Others Releva Others Implementation Officer List of Date A Forthcoming If Spece | ive Member Councillors | | | |
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| N/a N/a Others Releval Implementation Officer Deputy effect. List of Forthcoming Key Desisions? | and Management and Decomposition Officer | | | |
| Implementation Others Implementation Officer Deputy effect. List of Date A Forthcoming If Spect | sset Management and Regeneration Officer ⁶ | | | |
| ImplementationOfficerImplementationOfficerDeputyeffect.List ofDate AForthcomingIf Spece | | | | |
| Implementation Officer Deputy effect. List of Date A Forthcoming If Spect | | | | |
| List of Date A Forthcoming | nt Group Whips, via the relevant Group Office Manager | | | |
| List of Date A Forthcoming | accountable, and proposed timescales for implementation | | | |
| List of Date A Forthcoming | Head of Democratic Services/Principal Governance Officer with immediate | | | |
| Forthcoming | | | | |
| Forthcoming | dded to List:- N/a | | | |
| Kov Decisions/ | | | | |
| imprac | tial Urgency or General Exception a brief statement of the reason why it is ticable to delay the decision | | | |
| N/a | | | | |
| | | | | |
| Signati | ial Urgency Relevant Scrutiny Chair(s) approval | | | |
| Publication of If not p report ⁸ why not N/a | | | | |

 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

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

| | If published late relevant Executive member's approval | | | | | | |
|-------------|--|--------|------------------|------|--|--|--|
| | Signature Date | | | | | | |
| Call In | Is the decision available ⁹ | Yes | | 🛛 No | | | |
| | for call-in? | | | | | | |
| | If exempt from call-in, the reason why call-in would prejudice the intere council or the public: | | | | | | |
| | N/a | | | | | | |
| Approval of | Authorised decision maker ¹⁰ | | | | | | |
| Decision | Head of Democratic Services, Andy Hodson | | | | | | |
| | Signature | | | | | | |
| | Mho Ml | \sim | Date 8 June 2023 | | | | |
| | | | | | | | |

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.