## **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		☐ Administrative	
		Operational Decision	Decision	
Approximate	☐ Below £500,000	☐ below £25,000	☐ below £25,000	
value	☐ £500,000 to	£25,000 to £100,000	£25,000 to £100,000	
	£1,000,000	∑ £100,000 to £500,000		
	over £1,000,000	Over £500,000		
Director <sup>1</sup>	Director of Adult Social Services			
Contact person:	Shona McFarlane Telephone number:		Telephone number:	
			0113 37 83877	
Subject <sup>2</sup> :				
	Approval of Care Plan over £100k			
Decision	The Deputy Director, Access & Care Delivery approved the contents of a report			
details <sup>3</sup> :	regarding a care plan in respect of a person with complex care needs, the			
	individual cost of which is £135,643.56 per annum.			
	It is considered in the public interest that information contained in the report is			
	exempt from publication as it relates to a vulnerable citizen of the City and the			
	actions being taken to enable that person to live independently in a safe			
	environment.			
	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)			

<sup>&</sup>lt;sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>&</sup>lt;sup>2</sup> 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

<sup>&</sup>lt;sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

Affected wards:  Details of consultation undertaken4:  Implementation Officer accountable, and proposed timescales for implementation:Social Worker  List of Date Added to List:- 30th November 2020  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 reason why not possible:  If published late relevant Executive member's approval Signature Date  Call In Is the decision available7					
Affected wards:  Details of consultation undertaken4:    Ward Councillors		Brief details of any alternative options considered and rejected by the decision			
Details of consultation undertaken4:    Ward Councillors		maker at the time of making the decision			
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Consultation undertaken4:    Ward Councillors					
undertaken⁴:         Others         Implementation       Officer accountable, and proposed timescales for implementation: Social Worker         List of Forthcoming Key Decisions⁵       Date Added to List:- 30th November 2020         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 available⁶       Yes       No	Details of	Executive Member: Cllr Charlwood			
Others  Others  Officer accountable, and proposed timescales for implementation: Social Worker  List of	consultation				
Implementation  Officer accountable, and proposed timescales for implementation:Social Worker  Date Added to List:- 30 <sup>th</sup> November 2020  Forthcoming Key Decisions <sup>5</sup> 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 report <sup>6</sup> 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 <sup>7</sup> Yes	undertaken4:	Ward Councillors			
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Signature  Date  Call In  Is the decision available □ Yes  □ No	report <sup>6</sup>	Teason with hot possible.			
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Call In       Is the decision available <sup>7</sup> ☐ Yes       ☒ No					
		Signature			
for call-in?	Call In	Is the decision available Yes	No		
		for call-in?			

<sup>&</sup>lt;sup>4</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

<sup>5</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>&</sup>lt;sup>6</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>&</sup>lt;sup>7</sup> 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.

	If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:		
Approval of	Authorised decision maker <sup>8</sup> Shona McFarlane		
Decision			
	Signature	Date: 30 <sup>th</sup> November	
	Shone McGense	2020	

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<sup>&</sup>lt;sup>8</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.