

## Delegated Decision Notice (DDN)

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

<b>Decision type</b>	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input checked="" 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 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
<b>Director<sup>1</sup></b>	Director of City Development		
<b>Contact person:</b>	John Ebo	Telephone number: 0113 378 7750	
<b>Subject<sup>2</sup>:</b>	Re-Opening High Streets Safely allocated Funding (without bidding competition) Direct allocation award		
<b>Decision details<sup>3</sup>:</b>	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.)  Director of City Development has: a) Noted the contents of the supporting report and the advice contained within it. b) Approved the acceptance of the proposed offer of COVID-19 Re-Opening High Streets Safely Fund from MHCLG of £701,850 by signing the agreement so claims can be progressed. c) Delegated the approval to make claims from the fund to officers with delegated authority under City Development's existing Sub delegation scheme. d) Agreed, in consultation with the Chair of the Infrastructure, Investment and Inclusive Growth Scrutiny Board that the decision should be exempt from call-in due to the reasons outlined in paragraph 4.5.2 of the report (Special Urgency Provision).		
	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)  MHCLG require Local Authorities to formally accept an offer to reclaim funds		

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

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

	<p>specifically used to support ring-fenced activity to manage impact of COVID-19 in re-opening high streets safely after lock downs.</p> <p>There is a 14 day mandatory turnaround in order for the Local Authority's acceptance of this offer to be formally deemed valid by MHCLG.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>There are no options for rejecting the offer. The costs to be reclaimed can only be drawn from the proposed claimable funds.</p>
<b>Affected wards:</b>	All Wards
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Executive Member Councillor Jonathan Pryor      12<sup>th</sup> January 2021</p> <p>Ward Councillors N/A</p> <p>Others N/A</p>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>John Ebo – Head of City Centre Management, June 2020 to March 2021</p>
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	<p>Date Added to List:- 15 January 2021</p> <p><b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision</p> <p>Given that MHCLG have stipulated a cut off date after which the offer is withdrawn and only provided a short window of response, it is necessary to provide a decision as quickly as possible, in order for the allocation to be legally valid and approved for claims.</p> <p>It would be impractical to defer the decisions sought until they have been included in the List of Forthcoming Key Decisions for 28 clear days, as the condition of accepting the offer is within 14 days . In the circumstances, and in accordance with the Council's special urgency procedure, the chair of the Infrastructure, Investment and Inclusive Growth Scrutiny Board has been consulted and has agreed that the decisions are urgent and cannot be reasonably deferred.</p>

<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

	MHCLG have provided a specific condition that the allocation offer must be signed by <b>19<sup>th</sup> January 2021</b> , or the acceptance of the offer by the Local Authority is deemed invalid.	
	<b>If Special Urgency Relevant Scrutiny Chair(s) approval</b> <div style="text-align: right;">Date 15 January 2021</div>  Signature Councillor Paul Truswell	
<b>Publication of report<sup>6</sup></b>	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 <span style="float: right;">Date</span>	
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:  It is proposed that the decisions sought by this report should be declared as being exempt from Call In on the basis that they are urgent and that any delay in implementing them would seriously prejudice both the Council's and the public's interests. If the decisions sought were delayed this would mean the Council's acceptance of the offer would be deemed invalid, as it would be outside the timeframe specified. The significant expenditure incurred by the Local Authority in responding to the Covid-19 pandemic would not be claimable. The decisions sought could not have been made earlier due to the timeframe of 14 days set out in the proposal by MHCLG. The offer was issued on 5 <sup>th</sup> January 2021, requiring a response by the 19th.	
<b>Approval of Decision</b>	Authorized decision maker <sup>8</sup> Director of City Development, Martin Farrington	
	Signature	Date 15 January 2021
		

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

<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.

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