

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 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	Director of Adults and Health		
Contact person:	Alison Griffiths		Telephone number: 07891 274077
Subject²:	Design & Cost Report for Adaptation to Private Housing 2020/21 Scheme Number 33086.000.000		
Decision details³:	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.)		
	a) The Deputy Director of Adults and Health approved the authority to spend £470,000 capital for 2021/2022 for the continued delivery of adaptations in private properties which are not eligible for funding through the use of Disabled Facilities Grant. b) The implementation of this decision will be from 23 April 2021 and will be led by the Head of Service Assessment and 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) <ul style="list-style-type: none"> • Capital funding is used to deliver minor adaptations and overhead tracking hoists, which are not eligible for funding by Disabled Facilities Grant, to older and disabled people living in owner occupied, Housing Association and private rented property. An equal service is provided to Leeds City Council Housing Leeds tenants by the Resources and Housing Directorate • Arrangements are in place for the delivery of the service through a supplier procured through competitive tender for overhead tracking hoists and by Leeds Building Services for minor adaptations. Both arrangements are subject to regular performance management. 		

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.

	<ul style="list-style-type: none"> These services are key to reducing risks to older people, disabled people and disabled children and their paid and unpaid carers and contribute to the Council's priorities.
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>N/A</p>
Affected wards:	All
Details of consultation undertaken⁴:	Executive Member Briefed on 12 th May 2021
	Ward Councillors
	Others
Implementation	Officer accountable, and proposed timescales for implementation Head of Service – Access and Provision April 2021
List of Forthcoming Key Decisions⁵	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 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 _____

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

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

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 Shona McFarlane – Deputy Director, Adults and Health		
	<i>Shona McFarlane</i>	Date 26 th May 2021	

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.