

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 checked="" 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	Director of City Development		
Contact person:	Mark Amson, Business Rates Manager		Telephone number: 0113 378 8290
Subject²:	COVID-19 Business Support – Catteries and Kennels, Restart		
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>The Chief Offiicer, Culture and Economy has approved Covid-19 business support payments to catteries and kennels as follows:</p> <ul style="list-style-type: none"> • A one-off payment will be made to each cattery and kennel based in Leeds in lieu of a Covid-19 Restart Grant. • This is in addition to any grants made in lieu of Local Restrictions Support Grant (Closed) payments as set out in Decision ref: D52793. • Payments will be calculated based on the Restart Grant payments made to non-essential retail businesses on the basis that as overnight stays were permitted from Step 2 on 12 April 2021 catteries and kennels would have seen an uptick in business from this point. This was the date when non-essential retail re-opened. • Businesses with a rateable value less than £15,000 (all but one of the catteries and kennels in Leeds) will receive £2667. • Businesses with a rateable value above £15,000 will receive £4000. 		

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.

Payments will be made from from the Additional Restrictions Grant allocation. The financial commitment will be no more than £73,342.

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)

The government's Restart Grant was put in place to support businesses re-opening after the coronavirus lockdown. Whilst catteries and kennels were in effect closed due to coronavirus restrictions they were not required to close under the law and have been explicitly excluded by government from the Restart Grant. However, this does not exclude the council from using its discretion to award an equivalent grant amount using the Covid-19 Additional Restrictions Grant (ARG) allocation.

Leeds City Council previously decided to support catteries and kennels with the equivalent Local Restrictions Support Grant (Closed) payments making use of discretionary funds to do so (refer to D52793). Having taken this decision it would therefore be inconsistent not to support catteries and kennels with a Restart Grant funded through the ARG allocation.

Providing this support will not have a detrimental impact on our ability to support other businesses through our Discretionary Grant Schemes.

This DDN sits under the Key Decision taken on Thursday 19 November 2020: COVID-19 Local Restrictions Support Grant and Additional Restrictions Grant Schemes including Discretionary Grant Funds (D52499).

Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision

Alternative options considered were:


Consideration was given as to whether catteries and kennels should be supported through our Discretionary Grant Scheme. However, having previously supported catteries and kennels through equivalent LRSG (Closed) payments (refer to D52793) it would be inconsistent not to support catteries and kennels with an equivalent Restart Grant funded through the ARG allocation.

Affected wards:	Businesses across all wards will be impacted by this decision.
Details of consultation undertaken⁴:	Executive Member Deputy Leader, Leeds City Council, Councillor Jonathan Pryor
	Others Director of City Development, Martin Farrington
Implementation	Officer accountable, and proposed timescales for implementation Eve Roodhouse, Chief Officer Culture and Economy will oversee the Business Support Programme. Mark Amson, Business Rates Manager, will be accountable for the delivery of Restart Grant Payment and will liaise directly with Phil Cole in relation to the Additional Restrictions Grant allocation necessary to fund the payments.
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 N/A
	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

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

	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 Eve Roodhouse, Chief Officer Culture and Economy	
	Signature 	Date 27 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.