

## Delegated Decision Notice

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

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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
<b>Director<sup>1</sup></b>	Director of Adults and Health		
<b>Contact person:</b>	Ian Brooke-Mawson		Telephone number: 0113 37 84183
<b>Subject<sup>2</sup>:</b>	To seek approval from the Director of Adults and Health to allocate funding for the Time for Carers Grant Scheme and to direct award a grant to Carers Leeds		
<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.)  The Director of Adults and Health approved the allocation of £107,250 to the Time for Carers Grant Scheme in 2021/2022  The Director of Adults and Health approved the award of a grant to Carers Leeds with a value of £107,250 for the period 1 <sup>st</sup> July 2021 to 31 <sup>st</sup> March 2022  The Director of Adults and Health noted that the Head of Commissioning (Integration) will be responsible for implementing this decision		
	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) Carers Leeds are a key third sector partner and have a contract with Leeds City Council to deliver information, advice and support services for adult and parent carers until 31 <sup>st</sup> March 2024 with options to extend the contract up to a further two years (DN358659). Administration of the Time for Carers Grant Scheme is included in the specification for this service. The specification reads " <i>The service will provide administration of the Time for Carers Grant which can provide a cash sum for a carer to promote their own health and wellbeing. The amount of funding available, the maximum grant award and</i> "		

<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

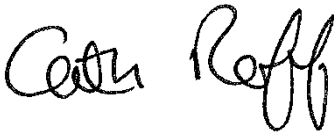
<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<i>grant criteria will be agreed each year with the lead commissioning manager for carers</i>
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision
<b>Affected wards:</b>	All
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member The Exec Member for Adults and Health was briefed on 18 <sup>th</sup> June 2021
	Ward Councillors
	Others The Executive Member for Adults and Children Social Care and Health Partnerships has been briefed on the contents of this report.
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Head of Commissioning  July 2021
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:-
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____
<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 _____ Date _____

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

<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input type="checkbox"/> Yes <input 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:	
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> Cath Roff, Director of Adults and Health	
		Date 23 <sup>rd</sup> June 2021

<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.