

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 type="checkbox"/> Significant Operational Decision	<input checked="" 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 type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input checked="" type="checkbox"/> £25,000 to £100,000
Director¹	Director of Communities, Housing and Environment		
Contact person:	Ian Montgomery – Service Manager, Tenant Engagement (Neighbourhood Services)		Telephone number: 07891 271612
Subject²:	Record of Decisions – Housing Advisory Panels – 1 April 2021 to 30 June 2021		
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.) The Chief Officer - Housing, approved the 39 tenant led environmental and community related funding recommendations of the HAPs from 1 April 2021 to 30 June 2021.		
	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 11 HAPs each make recommendations for financial support for projects in line with locally agreed priorities and in support of the Councils 2020/21 priorities.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision.		
Affected wards:	Various – a large number of the wards across the city in line with HAP activity during the quarter.		
Details of	Executive Member		

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.

consultation undertaken⁴:	Ward Councillors Local Ward Members are part of the HAP decision making process, with up to one Ward Member per ward nominated by the Community Committee to make up HAP membership.	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation Ian Montgomery – various timescales throughout 2020/21 subject to the nature of activity funded.	
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 _____	
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 Gerard Tinsdale, Chief Officer Housing	
	Signature	Date: 08/07/21


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

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.

		
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