

## 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<br><input checked="" type="checkbox"/> £500,000 to £1,000,000<br><input type="checkbox"/> over £1,000,000  | <input type="checkbox"/> below £25,000<br><input type="checkbox"/> £25,000 to £100,000<br><input type="checkbox"/> £100,000 to £500,000<br><input type="checkbox"/> Over £500,000 | <input type="checkbox"/> below £25,000<br><input type="checkbox"/> £25,000 to £100,000 |
| <b>Director<sup>1</sup></b>          | Director of Resources  |   |  |
| <b>Contact person:</b>               | Tom Cowen  | Telephone number: 013 378 8795  |  |
| <b>Subject<sup>2</sup>:</b>          | Extension to Green Homes Grant Local Authority Delivery Phase 1b   |   |  |
| <b>Decision details<sup>3</sup>:</b> | <p>The director of resources:</p> <ul style="list-style-type: none"> <li>• Approved Leeds City Council to enter into a revised memorandum of understanding with the department for business energy and industrial strategy to draw down and spend the additional £950,822 green homes grant local authority delivery phase 1b funding on energy efficiency and renewable energy improvements to homes in the Leeds area</li> <li>• Authorised total expenditure of £950,822 on energy efficiency improvements to 107 private sector homes.</li> <li>• Waived the call-in period for this decision</li> </ul> |   |  |
|                                      | <p>A brief statement of the reasons for the decision</p> <p>This proposal will allow Leeds City Council to extend the GHG LAD 1b programme of energy efficient improvements to homes to March 2022 with an additional £950,822 government funding.</p> <p>The council was informed of the additional funding award at short notice with a deadline to return the revised MoU by Friday 22<sup>nd</sup> October which means this decision must be taken as an urgent decision.</p>  |   |  |

<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>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The alternative options were to bid for a higher or lower level of funding or no funding at all. The option of not bidding for funding was rejected as it would have failed to secure any benefits to the city. The approved bid strikes a balance between maximising the benefits to the city as described above and minimising the risks associated with taking on too much work in the short time frame available in which to carry them out.</p> |
| <b>Affected wards:</b>                                 | All  |
| <b>Details of consultation undertaken<sup>4</sup>:</b> | Executive Member   |
|  | Execuive Member Infrastructure and Climate   |
|  | Ward Councillors<br>n/a  |
|  | Others<br>Scrutiny Chair Environment, Housing and Communities  |
| <b>Implementation</b>                                  | <p>Officer accountable, and proposed timescales for implementation</p> <p>The chief officer sustainable energy and air quality is responsible for implementation. All funding must be spent by 31<sup>st</sup> March 2022.</p>   |
| <b>List of Forthcoming Key Decisions<sup>5</sup></b>   | Date Added to List:- n/a   |
|  | <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>Government informed the council of the additional funding at short notice and provided a revised MoU to be returned by 22<sup>nd</sup> October. Missing this deadline would potentially put this funding at risk.</p>   |
|  | <p><b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval</p> <p>Signature :  Date: 21/10/21</p>   |
| <b>Publication of report<sup>6</sup></b>               | <p>If not published for 5 clear working days prior to decision being taken the reason why not possible:</p> <p>Government informed the council of the additional funding at short notice and provided a revised MoU to be returned by 22<sup>nd</sup> October. Missing this deadline would potentially put this funding at risk.</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

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

|                             |  |   |
|-----------------------------|--|---|
|                             | If published late relevant Executive member's approval   |   |
|                             | Signature  | Date  |
| <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: |   |
| <b>Approval of Decision</b> | Authorised decision maker <sup>8</sup><br>Neil Evans, Director of Resources  |   |
|                             | Signature<br><br><i>R.N. Evans</i>   | Date 22/10/21   |

<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.