

## 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 <input type="checkbox"/> £500,000 to £1,000,000 <input checked="" 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 type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	Director of Children & Families		
<b>Contact person:</b>	Helen Stevens & Lyndsey Mortimer	Telephone number: 0113 2478684	
<b>Subject<sup>2</sup>:</b>	Decision to receive 'Supporting Families' (formerly Troubled Families) grant funding income of £8.6m from Department for Levelling Up, Housing and Communities (DLUHC) across a 2 year period commencing on 1 <sup>st</sup> April 2023		
<b>Decision details<sup>3</sup>:</b>	<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 Director of Children &amp; Families approves the receipt of grant income from DLUHC for £8.6m to commence on 1st April 2023. The Director of Children &amp; Families approves the proposed use of the grant funding.</p> <p>The grant commences on 1st April 2023 for a period of 24 months. The grant income is £8.6m. This is broken down to £4.1m for 2023/24 and £4.5 2024/25.</p>		
	<p>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)</p> <p>Please see accompanying delegated decision report.</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.

	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision  Please see accompanying delegated decision report.		
<b>Affected wards:</b>	Citywide		
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member - Children, Families and Adult Social Care		
	Ward Councillors		
	Chief Digital and Information Officer <sup>5</sup>		
	Chief Asset Management and Regeneration Officer <sup>6</sup>		
	Others		
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation  Head of Early Help Services		
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- 4/11/22		
	<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>8</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 _____		
<b>Call-in</b>	Is the decision available <sup>9</sup> for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

<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 Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

<sup>6</sup> See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

<sup>7</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>8</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>9</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.

	<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>10</sup> Julie Longworth – Director of Children & Families	
	Signature 	Date 25/11/22

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<sup>10</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.

