

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 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
Director¹	Communities Housing and Environment		
Contact person:	Sharon Coates	Telephone number:	
Subject²:	Safer Stronger Communities – Resettlement ACRS & ARAP (Wetherby Hotel)		
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 Director of Communities, Housing and Environment approved five additional staff to be included within the Resettlement structure which reflects the additional duties carried out to manage the complex area of work.</p> <hr/> <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>The Afghan Relocation and Assistance Policy (ARAP) and the Afghan Citizens Resettlement Scheme (ACRS) has been in operation since March 2021, providing relocation and assistance to formerly Locally Employed Staff in Afghanistan.</p> <p>The Resettlement Team currently provide support both to families which have been relocated within the community and at a bridging hotel in Garforth.</p> <p>Leeds has been requested to support further Afghan arrivals (up to 170) at an additional bridging hotel in Wetherby as part of the above scheme.</p> <p>To accommodate the increase workload an additional 5 posts will need to be created.</p>		

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.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Option to remain providing co-ordination of operational activities on a flexible deployment basis, however, concern was raised from management and staff currently within this arrangement that service demand levels significantly outweighed the resources currently available and was leading to high levels of stress and potential for all staff to experience burn out.</p>
Affected wards:	
Details of consultation undertaken⁴:	Executive Member – consultation has been ongoing with the Exec Board Member for Communities, through both individual briefings and at the regular Migration and Resettlement working group
	Ward Councillors – consultation has taken place with local ward members.
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others Consultation with HR, Finance and Unions has taken place.
Implementation	Officer accountable, and proposed timescales for implementation Nadeem Siddique, Head of Community Relations, and Cohesion
List of Forthcoming Key Decisions⁷	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 report⁸	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 _____


⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

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

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

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

Call In	Is the decision available ⁹ 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 ¹⁰ Director Communities, Housing and Environment - James Rogers		
	Signature 	Date 13/12/22	

⁹ 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.

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